

LEPAC Minutes

Lochside Elementary Parents Advisory Committee

January 21, 2015

Welcome and Introductions 6:00

Co-President: Stephanie Kalabric

Co-President: Mike Brooks

Vice President: Judy Payne

Treasurer: Don Mellings

Secretary: Tiffany Voorberg

Volunteer Coordinator: Mary Brookes

Healthy Schools Coordinator: Kerry Walsh

Co-COPAC representative: Jodi Holland

Heather Caul

Tina Lzaruk

Reet Dangerfield

Patricia Daniells

Guests:

Principal: Joe Grewal

Vice Principal: Joan O'Leary

Regrets:

Past President: Rachel Calder

Co-COPAC representative: Kelly Perry

Approval of September Minutes 6:05

November minutes were reviewed. Mary motioned to approve minutes, seconded by Jodi, voted and all in favour. Motion carried.

Principal's Report 6:05-6:20

A) School Successes

- Great first week back – students are back into a routine
- Grade 4 Foundations Skills Assessment – students spent time practicing how to log on and use the system, then doing the actual testing which is now complete. Joe shared some general results from last year's FSA's.
- Extra Curricular activities are ongoing including the continuation of the swim club, basketball club which began on January 19th, choir for grades 3-5 on Wednesdays at lunch, Scottish dance club on Mondays at lunch and lego club ongoing on Wednesdays at lunch.

B) Information Items

- Ready Set Learn Jan. 21st 3:00 - 6:00 pm - about 30 families came out for this

- K Information Night – Wed. Jan. 28th
- K Registration Feb. 2-6th for in district and in catchment
- Family Literacy Day – Tuesday, Jan. 27th - 8:45 – 9:10 Families invited for reading
- Policy 1100 – Parent Involvement is the policy section that speaks directly to the ways and opportunities that parents can engage and have a voice within their child's learning community and the district as a whole. There is a meeting on January 27th at 7pm at Bayside Middle School where parents have an opportunity to come together with COPACS and the District. Our COPACS reps are planning to attend and parents are encouraged as well.
- Focus on Kindness is another area of work with students similar to the Mindfulness program. There will be a parent information night on February 12th to share information about the Mindfulness focus the school has been undertaking with students.
- Royal Oak has an open house for Grade 5 parents on the evening of February 5th
- The school district is currently considering the calendar for next year and will be posting a draft on their website looking for feedback/input

IMPORTANT DATES

Jan. 21 st	3:15 – 5:45 pm Ready Set Learn 6:30- 8:00 pm LEPAC Meeting
Jan. 27 th	Family Literacy Day
Jan. 28 th	7:00 pm K Information Evening @ Sidney Elementary
Feb. 2 - 6 th	Kindergarten Registration
Feb. 9 th	Family Day Statutory Holiday
Feb. 10 th	Music Presentation for K-3 at Lochside Elementary
Feb. 20 th	Non-Instructional Day
Feb. 23 rd	Grade 4/5 @ Victoria Symphony
Feb. 25 th	Pink Shirt Anti-Bullying
Feb. 26 th	1:48 pm Early Dismissal
Mar. 4 th	District Swim Meet
Mar. 2-6 th	Reports go home
Mar. 9 – 20 th	School Closure & Spring Break

Reports 6:20-6:40

- President: nothing to report
- Treasurer: The budget was reviewed, nothing new to report. We are about halfway through our fundraising period for the Thrifty's Smile cards so there is still time to use your cards and help fundraise for the school.
- Volunteer Coordinator: Nothing new to report.
- Healthy Schools Coordinator: The healthy schools committee met in December and discussed a walking school bus to run for 8 weeks beginning in April for Walking, Wheeling Wednesdays. Meeting locations

will remain at McMinn, Emily Carr and the church. The committee would like to see 2 parents at each location and get grade 5 students involved as well. They are hoping to get the word out to parents and students about this to get more students participating. There was some discussion about adding a 4th location off of Blenkinsop and having one parent volunteer at each location ride a bike and one walk. Stay tuned for more information. Another significant project for the committee is a healthy school assessment. A meeting with Joan is scheduled for Feb 6th to discuss plans for an assessment that will help to inform future plans and areas of focus.

- e) COPACS Rep: The COPACS is offering to pay the registration fee for the Vancouver Island Parent Conference on February 7th. If you are interested in attending, please let Kelly or Jodi know and they can approach the COPACS about the registration fee.

1) General Business 6:40-7:35

1. LEPAC Constitutional amendments for decision - amendments were tabled at the June meeting and no objections have been raised. Judy went through the amendments; most of which are housekeeping changes and clarifying of language. Other changes include making the President one of the 4 signing authorities, requiring financial statements to come in monthly and including the Healthy Schools Coordinator as an official member of the executive. Two Directors at Large positions have also been added to the executive. Any executive position can be shared by 2 people with the exception of the Treasurer. If one elected officer is unable to act, the executive can appoint someone else to act until they return or until the next AGM. Committees report to the executive, and committee chairs are expected to provide a written report at the AGM in May and must keep agendas and minutes. Voting will be done by show of hands unless otherwise dictated by the School Act. The Constitution also now clarifies that the Treasurer has a requirement to notify the executive immediately if the bank balance falls below a certain amount. Judy motioned to have the amendments adopted, and this was seconded by Stephanie. Voted and all in favour. Motion carried. Judy suggested a Constitutional Review Committee be implemented for next year to look at other things such as how we provide notice and communications to parents. Please let Judy know if you are interested.
2. Scholastic Book Fair in February - Scholastic is holding dates for a book fair for Lochside in February. We have already met our fundraising goal for Scholastics this year, so this additional fundraiser can be taken as commission, in product for the library or a combination of both. The library is doing a For the Love of Reading event with the students in February as

well. Joan and Kelly will have a further conversation to sort out details.

3. "Fresh to You" fundraiser - Lochside has been accepted to take part in this fundraiser to occur in February. Students will be encouraged to sell bundles of fresh vegetables that are all BC grown. Orders will be placed at the end of February and will come in May for assembling and for parents to pick up. Further information about this fundraiser will go home with students.
4. Outdoor classroom - another architect is now engaged in this project and work continues towards coming up with a budget and plan.
5. Fundraising options for grade 5's Camp Thunderbird - Funds raised go towards the yearbook, a grade 5 party and Camp Thunderbird. A decision was made that a portion of the funds from the Fresh to You fundraiser go to the grade 5 plans in exchange for grade 5 students participation in sorting and assembling the vegetable orders. There is also some discussion of a charity basketball match occurring as another grade 5 fundraiser.
6. January 29th movie night will be deferred until the spring.
7. February 19th Parent Education night will be moved to February 12th for the Parent Information Evening about the school's Mindfulness Focus.
8. School Planning Committee is looking for volunteers. We are required to elect 3 people, including one from the executive by secret ballot. A call will go out in the Monday update for expressions of interest to be considered at the next LEPAC meeting.
9. Monday Update volunteer - communications function is looking for a replacement for this role. To be included in a Monday update.
10. Teacher Appreciation week will be coming in the spring.
11. Class reps - all classrooms have reps with the exception of 2 or 3. Mary will review which classes are missing a representative and have that information included in a Monday update.
12. The AGM will be in May and a call for nominations to fill executive positions must go out two months in advance. In order to begin developing a nomination list, the Co-Presidents would like to hear of any expressions of interest. Anyone with questions or wanting to express interest in taking on an executive role in the LEPAC is encouraged to contact Stephanie.
13. Triathlon club will begin in the spring, possibly connected with the Cordova Bay School's triathlon club. Three youth triathlon meets will take place in

late May and June. A request for funds is anticipated at a future LEPAC meeting.

14. Next month's agenda will include planning for next year to discuss the various roles/jobs taken on throughout the year and what information may need to be passed along.

Next LEPAC meeting: February 18, 2015 at 6:00pm

Meeting adjourned at 7:35 pm