

LEPAC Minutes

Lochside Elementary Parents Advisory Committee

September 17th, 2014

1. Welcome and Introductions 6:30

Co-President: Stephanie Kalabric

Co-President: Mike Brooks

Vice President: Judy Payne

Treasurer: Don Mellings

Secretary: Tiffany Voorberg

Volunteer Coordinator: Mary Brookes

Co-COPAC representative: Jodi Holland

Co-COPAC representative: Kelly Perry

Guests:

Principal: Joe Grewal

Vice Principal: Joan O'Leary

Scarlet Yum

Dianne Brooks

Regrets:

Past President: Rachel Calder

Healthy Schools Coordinator: Kerry Walsh

2. Introduction and Approval of June Minutes 6:33

June minutes were reviewed. Motion: Mike B. motioned to approve minutes, seconded by Stephanie K., voted and all in favour. Motion carried.

3. Principal's Report 6:35-7:00

1) School organization – 4 or 5 new staff members will be joining the school. There will be 5, grade 4-5 classes and 16 divisions. Class organization will still need to be finalized based on final enrollment numbers once school begins. There will be an attempt to move students into classes as quickly as possible. Enrollment is anticipated to be approximately 375 students.

2) First days of school – Monday September 22nd start if contract is ratified. New kindergarten students are to come in at 10am all together and all other students return to their previous year's classroom for a half day. Tuesday is a full day with the exception of the gradual start for kindergarten students. The priority is to get students in classrooms and into routine of school. Once that has occurred, discussions will take place about other plans such as meet the teacher opportunities, skip-a-thon, etc. Tour de rock is tentatively booked for October 3rd.

3) School planning council names are needed from LEPAC. One has to be an executive member and one can be from the parent community. This is an elected position and will be done at October's meeting.

4) Parent involvement policy – This school district policy outlines parents' rights and responsibility to be involved in their children's education, including appealing decisions. For more information on this policy, please refer to the Saanich school district website.

5) The big tree by the playground was split in half and one branch was in danger of falling so the tree ended up being removed. Joe will look into possibilities of the tree being replaced with LEPAC support.

4. Reports 7:00-7:15

- a) President: A package is being put together for parents to receive during the first week of school (see general business). Electronic sign company has been in contact but will be put off for future. An update was provided regarding the outdoor classroom and Halloween Pirate party (see general business).
- b) Treasurer: There is an estimated bank balance of \$53,700. Provincial gaming fund request went in in May, and is in progress. Cobs bread fundraising is back on line with their dough raiser program. A letter will be going in for the Thrifty's Smile Card program indicating those funds will be spent on the outdoor classroom.
- c) Volunteer Coordinator: Awaiting the first request and will be looking forward to requesting authorization to contact volunteers regarding opportunities. First popcorn day is October 17th.
- d) Healthy Schools Coordinator: Jodi spoke on behalf of Kerry W. The Good Life Thrifty Foods Run is coming up on October 12th. Lochside team registration is due by Sept 26th. A notice will be included in the parent package. There is a prize for having the most team members so we encourage siblings and family members to register as part of the Lochside team.
- e) COPAC Rep: Recent meeting attended on Sept. 4th. There was a lot of discussion about communicating with parents, sharing resources and encouraging parents to attend PAC meetings. A meeting titled Finding our Voice, Parent Advocacy is scheduled for 7pm Sept 18th at Claremont.

5. General Business 7:15-8:00

- a) Reflex Math – will need to renew the subscription to this program as it comes due in November.
- b) Budget Proposal for 2014/15: Budget draft was provided. Projected revenue and projected expenditures show a large discrepancy. Cuts to the budget need to be made and an increase in revenue will be needed. Wish list items were reviewed and plans were made to increase fundraising including a return to poinsettia sales for grade 5 students and a notecard fundraiser for the whole school. A new draft budget will be developed and communicated.

c) Parent package during the first week of school: Will include a letter from the PAC including a call to action for volunteers, link to the updated handbook and a calendar of events including volunteer opportunities, volunteer registration form, fun lunch form and popcorn form. Packages will go out on Wednesday Sept 24th. Extras will be left with the school for new students throughout the year.

d) Outdoor classroom update: The company that was going to sponsor the design is no longer able to sponsor. The engineer will be doing new drawings and insurance and we are in the process of following up with Municipality of Saanich and the school district to move forward. An update will go out to parents in the near future.

e) Halloween pirate party: The Maritime Museum will be a sponsor for this event. There will also be other entertainment, magician, donuts and games. Tickets will be sold for some activities, food and concessions, draws for prizes, etc.. Additional planning is underway for this fundraising event. Volunteers will be needed to bring this event together.

f) Welcome back reception for parents and teacher: Coffee and muffins will be provided for parents in the reading recovery room and for teachers in the staff room. Photo booth will also be available for parents and students.

g) Constitutional amendments to be discussed at the next meeting. This will include discussion around the introduction of Director at Large positions.

Next LEPAC meeting: October 15, 2014

Meeting adjourned at 8:00 pm.