

LEPAC Minutes

Lochside Elementary Parents Advisory Committee – November 15, 2016

Call to Order 6:02

Welcome & Introductions

Co-President: Stephanie Kalabric
Vice President: Nicole Whitsitt
Treasurer: Don Mellings
Secretary: Tiffany Voorberg
Volunteer Coordinator: Lynn Hood & Megan Mba
Healthy Schools Coordinator: Tina Lazaruk
COPAC Representative: Reet Dangerfield
Director at Large: Trish Jackson
Principal: Joe Grewal
Vice Principal: Joan O'Leary
Incoming Principal: Erika Moser
Tiffany C.
Kerry W.
Alex V.
Cheryl G.
Christy H.
Regrets:
Co-President: Kelly Perry
Healthy Schools Coordinator: Jodi Holland
Director at Large: Marissa Cameron

Thank You's

Thanks to everyone who helped out with the Spooky Boogie including Nicole for organizing. Thanks Reet for organizing the parent information night. Thanks to the Healthy Schools Committee for the Fresh to You fruit and veggie fundraiser. Thanks to Mary for popcorn day, and to Tin and Moira for organizing fun lunches.

Correspondence

Nothing to report.

Approval of October Minutes 6:06

October minutes were reviewed. A motion was made by Megan to approve and seconded by Trish. Minutes were approved.

Principal's Report 6:07

School Goals

Goal #1 To meet the diverse learning needs of all students.

Goal #2 To improve students' ability to communicate clearly through their writing.

- Thank you for all of your support for the past 6 years
- Welcome to Erika Moser - New Lochside Principal – Erika shared some of her background including being a kindergarten teacher and later an immersion teacher. She also taught in Beijing and in several other regions. Most recently she has been the district principal for french programs. She has had an opportunity to spend some time in the school already. Parents are welcome to email Erika with any questions.

A) Successes

- Indoor Soccer & Jamboree on Friday, November 18th @ Claremont – there are about 60 students involved in soccer club who will be attending the jamboree.
- Parent / Teacher Conferences have taken place and teachers are now engaged in the reporting process.
- Swim Club has now started up - Wednesdays @ Commonwealth Place Pool
- The knitting club has also started up and has seen great participation by students.

B) Information Items

- Winter Concerts – will take place Dec. 12th & 13th. Details are being finalized and more information will be shared soon. A few volunteers will be needed to help decorate the gym for the concerts in early December.

DATES TO NOTE

Fri. Nov. 18th 12:15 pm Soccer Jamboree
Nov. 18 – 22nd "Bookaneer" Book Fair
Nov. 28th -Dec. 2nd Reporting Week
Nov. 28-Dec. 8th Holiday Food Drive
Fri. Dec. 16th Last day before Winter Break
Tue. Jan. 3rd School Re-Opens
Wed. Jan. 18th Ready Set Learn
Wed. Jan. 25th Kindergarten Evening
Mon. Jan. 30th Curriculum Implementation Day
Jan. 31 - Feb. 3rd Kindergarten Registration

Reports 6:20

- a) President: Joe was presented with a cake and a gift on behalf of LEPAC and Lochside families to celebrate his retirement.
- b) Treasurer: Don shared the Treasurer's report including revenue and expenditures to date. Bank statements for the month were also shared. We will no longer be getting paper bank statements but they can be accessed on-line by Kelly, Stephanie, Don and Nicole and Don will be printing statements to bring to future meetings.
- c) Volunteer Coordinators: The Halloween dance was amazing and it was great to have the Claremont students help with the games. Thanks to them and to all of the volunteers who helped out. We are in need of many volunteers for the upcoming book fair. A notice went to class reps to get the word out. We still need 2 more people for the Fresh to You order pickups and some volunteers for the movie night on December 2nd.
- d) Healthy Schools Coordinators: There were 60 bundles sold for the Fresh to You fundraiser, raising approx. \$470. McMinn Park will be undergoing some improvements and community members are encouraged to attend a meeting on November 22. Preregistration is required to attend and can be done online at the Saanich website. There is also an on-line survey that can be completed. Students will also be given an opportunity to provide some input into what they would like to see at McMinn Park.
- e) COPACS Rep:
- COPAC did not have a meeting Nov 3rd, as the annual Policy 1100 meeting was held Nov 2nd at Bayside Middle School.
 - An announcement came out about the Supreme Court decision regarding BCTF and the class size and composition issue. Joe shared that it is unclear yet how this decision will impact

Lochside. Negotiations between government and the BCTF will continue around implementing the decision.

- DPAC summit: Nov 18 - 19, 2016. This year's summit promises a unique and valuable opportunity to interface with representatives from the Ministry of Education, influencing lasting and effect change in the educational life of children in British Columbia. On Friday, Nov 18 the Minister of Education, Mike Bernier, Deputy Minister, Dave Byng and Senior Ministry Staff will be attending. Focus Topics include: Culture and Climate in Schools, BCs Framework for Enhancing Student Learning, Mental Health, Parent Engagement in the Learning Modernization Project.
- Retirement of Superintendent of Schools, Keven Elder, Summer 2017. The Board of Education is seeking input and have engaged PFM Executive Search to lead the recruitment process.
- BCCPAC – tabled for future consideration to join this group.

General Business 6:48

a) 2016-17 Budget – The proposed 2016-17 budget was distributed, which had been included and distributed in the October minutes. Don reviewed the proposed budget items, both expected revenues and projected/proposed expenditures, including wishlist items. An added item was the new outdoor sign, estimated to cost \$6000.00. It is anticipated that this will be a deficit budget for this year. A question was asked about Camp Thunderbird. Don explained that PAC does not fund this as it's a grade 5 specific activity; Camp Thunderbird fundraising is traditionally done separately. Don motioned to pass the 2016-17 budet as presented with the addition of \$6000 for a new sign. Stephanie seconded the motion. The motion was voted and carried and the budget was passed.

b) Spooky Boogie debrief – Over 600 people attended the event, which was a huge success. Earnings were over \$2600 for the night! Over 70 volunteers helped the night of the event and we thank all of them for their support. The Claremont students were also great and many have asked to come back next year! Feedback/suggestions for improvement are welcome.

c) Debrief from Parent Info Night – The first parent information night took place last month with approximately 30 parents in attendance. A suggestion has been made to see if questions could be captured in advance so the presenter is prepared. The next information night is Feb 16th.

d) Save the Tape Program – Country Grocer has accepted us into their program whereby receipts are submitted and we receive 2.5% in store credit. We will try having collection envelopes in each classroom to make this program easier for students to leave receipts in. Communication will go out about this new approach.

e) Spring Book Fair - Kelly had a conversation with our Scholastic Consultant regarding the ½ price Spring Book Fair who said that Lochside would be a great location. If we would like to host this year, we will need to let her know as soon as possible. All books would sell at half price and other schools in the area would be invited. If LEPAC feels this would be a good idea and someone would like to coordinate we will have to choose some dates in May. This typically generates a fair amount of funds as well as books for the library. The consensus was to participate.

f) Fall Scholastic Book Fair - Flyers, parent letters and invitations to the Teacher Sneak Peek were delivered to classrooms this morning and they should have gone home today including a ballot to enter for \$25 in books for the student and another \$25 in books for the classroom. Volunteers are needed so please sign up and encourage others as well.

g) Fill the House Food Bank – Assembly of the food bank will be done next week. Packages will go home with students on November 25th and the drive will run for two weeks. The Mustard Seed will pick up the donations on December 9th and gades 4 and 5 students will help load the truck.

h) Wish List Drive – We will be carrying this on from last year. The wish list tree will be up by the food bank and families are encouraged to participate in making purchaes to fulfill a wish. More information will come home about this as well. Volunteers will be needed to coordinate both the fill the house and the wish list tree; please see Nicole if you can help.

i) Movie Night December 2nd – our first movie night is coming up soon. A call will go out to see if someone is able to coordinate the event. A decision was made to show the movie Finding Dory.

- f) The Holiday Book Shop is taking place December 5th and 6. Students will be asked to bring in a \$2 donation to purchase books, but all students will be able to choose books regardless of a donation. We are hoping to have enough books donated that students will be able to choose one book per immediate family member. Donation boxes for books, wrapping paper, and stick-on bows will be set up and labelled in front of the multi-purpose room and the office. An e-mail will be sent to teachers to organize a sign-up for the days. We are hoping to start collecting used children's and adult books for this event. We would also like donations of wrapping paper, and stick-on bows. There will be collection boxes outside of the office and multi-purpose room. Requests went out in last week's update, but will go out again as well as a request for volunteers once details have been confirmed.
- g) Holiday Concert – Questions and concerns have been raised about the ability for parents to see the holiday concert. A suggestion was made to see if the concert could be video recorded and made available for parents or have the live video projected onto a screen. Joe shared that the stage does not always work depending on the performance but it will be considered. Further exploration will be made.
- h) Funding for Triathlon Coaching in the spring – Tina inquired about what funding might be available for triathlon coaching in the spring. The budget has a line for club support which may be used for this purpose and if additional funding is needed, it can be revisited.
- j) New Business – A motion was made by to Don cancel the December meeting. Trish seconded it and the motion was passed.

The next meeting is scheduled for January 18, 2017 at 6:00pm.

Meeting adjourned at 7:30pm

Lochside Elementary Parents Advisory Council
Executive Summary

Budget 2016-2017
PASSED:

LEPAC Budget	2016-2017 Requested/Proposed	
Revenue		
Hallowe'en Dance	One Time	\$ 2,000.00
Entertainment Books	Annual	\$ 2,500.00
Fun Lunch Sales	Annual	\$ 8,500.00
School Supplies	Annual	\$ 400.00
Fresh to You Fundraiser	One Time	\$ 1,000.00
Spiritwear Sales	Annual	\$ 500.00
Treat Sales (Popcorn)	Annual	\$ 1,200.00
Thrifty Smile Cards	Annual	\$ 3,000.00
Misc Fundraising - Cobbs, Tru Value, Mabels	Annual	\$ 100.00
Scholastic Bookfair	Annual	\$ 1,200.00
Movie Nights (x2)	Annual	\$ 500.00
End-of-Year BBQ	Annual	\$ - Revenue Neutral?
Gaming Funds	Annual	\$ 7,840.00
Sub-Total - all revenue expectations		\$ 28,740.00
Expenses		
Admin/General Expenses	Annual	\$ 1,000.00
LEPAC Mtg Childminding	Annual	\$ 500.00
Emergency Lunches	Annual	\$ 300.00
Student in need coverage	Annual	\$ 500.00
Lochside Guest Speakers - Parent Education	Annual	\$ 500.00
Joy Paquin Scholarship Fund	Annual	\$ 500.00 Amount pursuant to Constitution.
Earthquake Supplies	Annual	\$ 600.00
Principal's Fund	Annual	\$ 300.00 Amount pursuant to Constitution. Sect. XVI
Volunteer Appreciation	Annual	\$ 250.00
Staff Appreciation	Annual	\$ 500.00 spring lunch
Food for community building events	Annual	\$ 500.00 Coffee/muffins, Christmas concert, New K Parents
Club Support	Annual	\$ 300.00
Year Books Grade 5	Annual	\$ 250.00 Last year we spent \$224
Hot Lunch Reservation System	Annual	\$ 375.00
Grade 5 Luncheon	Annual	\$ 500.00
Subtotal Annual Expenses		\$ 6,875.00
Classroom Activity Budget	Wishlist	\$ 3,800.00 \$200 per division incl french/integration support rooms
Field Trip Support	Wishlist	\$ 6,000.00 \$15 per student (400 students)
Technology	Wishlist	\$ 1,500.00 Ipads/Smart Boards
Reflex Math	Wishlist	\$ 2,500.00
Lexia License	Wishlist	\$ 1,000.00
Science Venture	Wishlist	\$ 1,200.00
Outdoor Learning Centre Furniture/Seating	Wishlist	\$ 1,000.00
Maple Man - French Cultural Workshop	Wishlist	\$ 1,000.00
Seaquaria	Wishlist	\$ 1,200.00
Kindergarten courtyard Supplies	Wishlist	\$ 500.00
Artist in Residence	Wishlist	\$ 2,500.00
Home Reading Program	Wishlist	\$ 1,200.00
Courtyard / Garden	Wishlist	\$ 500.00
Subtotal Wishlist items		\$ 23,900.00
		\$ -
Subtotal - All expenditure Requests		\$ 30,775.00