

## LEPAC Minutes

Lochside Elementary Parents Advisory Committee – September 21, 2016

### **Call to Order 6:00**

#### **Welcome & Introductions**

Co-Presidents: Stephanie Kalabric & Kelly Perry  
Vice President: Nicole Whitsitt  
Treasurer: Don Mellings  
Secretary: Tiffany Voorberg  
Volunteer Coordinator: Lynn Hood & Megan Mba  
Healthy Schools Coordinator: Tina Lazaruk & Jodi Holland  
COPAC Representative: Reet Dangerfield  
Directors at Large: Trish Jackson & Marissa Cameron  
Principal: Joe Grewal  
Vice Principal: Joan O'Leary  
Carolyn P.  
Christy H.  
Rachael H.  
Amy C.  
Karen J.  
Heather C.  
Tiffany C.  
Heather G.  
Maria M.  
Kerry W.

#### **Thank You's**

Thank you to the staff and administration for a great first week of school and the welcome back BBQ. Thanks to those who helped on the first day of school, including Mary, Kerry, Nicole, Kelly and others. Thanks to the healthy schools committee, including Tina, Kerry, Jodi and others for promoting LEPAC, selling t-shirts and promoting healthy schools. Thanks for everyone who helped assemble the forms for the packages. Thanks to Scarlet for the coupon books and thanks to parents who signed up to be classroom reps. Thanks to Jeff T for cleaning up the old BBQ and Trish J and Jeff T for putting the new one together. Thanks to Kelly for research and purchase of the BBQ and thanks for delivering the peaches for the fruit and veg program.

#### **Correspondence**

Nothing to report.

#### **Approval of June Minutes 6:10**

June minutes were reviewed. Tiffany to change the minutes to include last names of the signatories for the bank. A motion was made by Don to approve and seconded by Kelly. Minutes were approved.

#### **Principal's Report 6:10**

##### **A) School Start-Up**

- Start-up, School Organization & Enrolment Update – We have 17 divisions, approximately 400 students. Class sizes are a little lower due to the number of divisions.
- Student Placement was discussed.
- Class Profile Meetings – Meetings with teachers and support teachers are taking place to assist with inclusion supports to ensure learning is enhanced for students who need it.

## B) Seismic Construction Update

- Completion timelines – Much work has been completed to date
- Work completed up-to-date – the stage and multipurpose room are now complete
- Work in the gym & painting – expecting to be done by the end of September

## C) Information Items

- Peacekeepers & Lunch Monitors have started
- Crossing Guard Training took place with a Constable
- Grade 4/5 Firehall Visit Friday, September 30<sup>th</sup>
- Terry Fox Run Sept. 29<sup>th</sup> @ 10:30 am – parents are welcome to join
- Staff Development – Inquiry Based Learning with Misty Paterson took place in August. This fits well with the new curriculum. She will be with teachers 4 times throughout the year to do staff development and co-teaching to assist in leading inquiry based learning.

## Important Dates

Thu. Sept. 29 <sup>th</sup>	10:30 am Terry Fox Run
Fr. Sept. 30 <sup>th</sup>	Orange Shirt Day*
Mon. Oct. 10 <sup>th</sup>	Thanksgiving Holiday
Thu. Oct. 20 <sup>th</sup>	5:00 - 8:30 pm Halloween Family Dance
Fri. Oct. 21 <sup>st</sup>	NID – Provincial Day
Mon. Oct. 31 <sup>st</sup>	Wacky Hair Day
Nov. 1, 2, & 3 <sup>rd</sup>	1:48 Early Dismissal for Reporting & Conferencing
Thu. Nov. 10 <sup>th</sup>	10:00 am Remembrance Day Assembly
Fri. Nov. 11 <sup>th</sup>	Remembrance Day
Mon. Nov. 14 <sup>th</sup>	NID – Non-Instructional Day
Fri. Dec. 16 <sup>th</sup>	Last day - Winter Break
Tue. Jan. 3 <sup>rd</sup>	School Re-Opens

Joe announced that he will be retiring at the end of December and expressed appreciation for the support he has received from the LEPAC. The school board will have some options about how to handle next steps, including reassigning someone or posting the position. If a posting is done, the board will ask for feedback from LEPAC about what we would like in a principal.

## **Reports            6:25**

- a) President: Moved to general business.
- b) Treasurer: Don shared the last two month's bank statements as well as the end of year budget statement from last year. We are in a healthy budgetary position for the start of this school year. We raised over \$23,000 last year and spent \$17,000 last year, which reflected higher than projected revenues and lower than projected expenditures. A wish list has been received and Don will put together the wish list and our regular expenditures for next meeting to be reviewed. A budget will be created next meeting, posted in the newsletter and then voted on in November. If anyone has thoughts about spending, please let Don know or raise it at next month's meeting. All cheque signing is done by at least 2 people and if anyone has questions about anything treasurer related, please feel free to ask. We have resubmitted paperwork to Cobs bread for ongoing fundraising. We expect our gaming funds cheque by the end of next month and anticipate receiving about \$7400 which typically is

used for field trips. We also need to submit our application to Thrifty Foods for fundraising but we need to designate a purpose for the funds. It was suggested that we propose to use the funds for technology purposes to allow us to submit the application. BMO is beginning to charge for paper bank statements so we will switch to electronic statements to go to the LEPAC email address. We will not be making any major spending decisions until the budget is passed in November.

c) Volunteer Coordinators: This is the first year we have used sign up genius for class reps which has gone very well. There are only 3 classes that still need classroom reps, including Mrs. McDonnell, Mrs. Whitehead and Mrs. Hillier. Volunteers stepped up to help with the welcome packages and coupon books. Fun lunch reps will be organized soon and volunteers have come forward for morning watch as well! Plans are underway to communicate with classroom reps about their role with some ideas of how they can help with their classes and the school will speak to teachers about how they can use their classroom reps as well.

d) Healthy Schools Coordinators: The committee met on the first day of school and have discussed some initiatives for the school year. Unplug & Play will continue on Sunday afternoons until the end of October, then will restart in the spring. The Goodlife Fitness run is coming up and students can sign up on-line as part of the Lochside team. The healthy treats information went out with the welcome package and the list can be found on the PAC website page. The fall Fresh to You fundraiser is coming soon, to be advertised in October and delivery will take place in November. There will only be a fall fundraiser this year so we are hoping to have a lot of participation. The walking school bus has been replaced with BOKS. Students can be dropped off at 8 am, sign in and participate. There are 8 students from Claremont helping with this program which runs on Tuesdays and Fridays before school for 4 weeks for active, fun, physical activity before the school day begins. A reminder will go out in weekly updates and Joe can remind students during announcements.

e) COPACS Rep: Reet explained tht COPACS is the coalition of PACS in Saanich. Meetings take place monthly to share information, coordinate education for parents and act as an advocate on education related issues. Reet will be attending the next meeting and will report on it at the next LEPAC meeting.

### **General Business 7:00**

a) Thrifty Smile Cards/Country Grocer/Cobs Bread /True Value – when shopping at True Value and the Royal Oak Cobs, parents are encouraged let them know that you are a Lochside parent. Country Grocer has a program that parents can save their receipts for gift certificates for their store. We will be applying for this and once that has been accepted, a box will placed in the school for parents to put receipts. A reminder will go out in the next update about Cobs and True Value.

b) Scholastic Book Fair – The fair is coming up in November. Megan will be helping Kelly organize it.

c) Fundraising Committee – We are hoping a group of parents can come together on a regular basis to research and discuss different fundraisers that may benefit the school. Christy and Rachael stepped up – thanks!

d) Grade 5 Fundraising Committee – fundraising for grade 5's helps to reduce the cost of Camp Thunderbird for the students. Purdy's was a great fundraiser for this last year as was the bottle drive. Payment for Camp Thunderbird is due in March, so the earlier the fundraising starts, the more successful it will be. Any interested parents, please let the Volunteer Coordinators know.

e) Grade 5 Yearbook Committee – Grade 5 parents usually take the lead in this as well.

f) Spooky Boogy – We will need lots of volunteers for this event and some fresh ideas. Anyone interested in organizing, please let Stephanie or Kelly know and if interested in volunteering, let Megan or Lynn know. Nicole offered to take the lead for this – thanks Nicole!

g) Secretary for next year – This will be Tiffany's last year in this role. Anyone interested in taking on this role and shadowing Tiffany this year is asked to contact her.

h) Terry Fox (snack for kids) – We will be putting a call out for volunteers for help with this as well as a request to Thrifty's for donations. Megan has had one volunteer step up already and Heather and Carolyn agreed to help.

i) Fun lunch request – A question was asked about the monthly fun lunches and whether it would be possible to increase the number of lunches. Further discussion will take place next month.

j) New Business – The outdoor classroom is being used in different ways by different teachers, but does need seating in order to be better utilized. A suggestion has been made to install gutters in order to direct rain to the corners and use rain barrels.

**The next meeting is scheduled for October 19, 2016 at 6:00pm.**

**Meeting adjourned at 7:40pm**