



**Lochside Elementary Parents Advisory Council (LEPAC)
Minutes
1145 Royal Oak Drive**

April 18, 2018

Attendance:

Co-Presidents: Megan Mbao, Nicole Whitsitt
 Vice President: Kirsty Hooker
 Secretary: Heather Gale
 Treasurer: Chad Linger
 Heather School Coordinators: Tina Lazaruk, Jodi Holland
 COPAC Representative: Reet Dangerfield
 Directors at Large: Trish Jackson Mitchell, Marissa Cameron
 Volunteer Coordinator: Lynn Hood
 Past President:
 Principal: Erika Moser
 Vice Principal: Joan O'Leary





Regrets:

Kelly Perry

Guests:

Leanne Quon-Turpell
 Amy Kempel
 Kate Berniaz (CRD)

Call to Order <<6:35>>

Items to Discuss	Action Items
<p>Welcome & Introductions</p> <p>Thanks Yous –</p> <ul style="list-style-type: none"> • Fun Lunch • Teacher Appreciation • Fruit and Veggie Program • Popcorn Day • Morning Watch with Carolyn • Constitution Committee 	
<p>Correspondence</p> <ul style="list-style-type: none"> • Thank you from Stephanie Kenney for Classroom Spending 	
<p>Approval of March 2018 Minutes Motioned – Trish Seconded – Marissa Decision – Approved</p>	
<p>Guest Speaker: Kate Berniaz Update on Active and Safe Routes to School Program</p> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;">  Lochside Improvements.pdf </div> <div style="text-align: center;">  Lochside Elementary Best Region_Summary_FINAL </div> <div style="text-align: center;">  Lochside_Consultat ion_Summary_FINAL </div> <div style="text-align: center;">  Lochside PAC handout 2.pdf </div> </div> <p>Once the document is confirmed it will become a brochure and poster to share with families.</p> <p>Think of Me Campaign</p> <ul style="list-style-type: none"> • Kids colour the fliers 	



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- School safety tips and speed penalties on back
- These are handed to people who are speeding

Drive to 5 (temporary signs)

- Location that we encourage parents to park their cars so they are a 5 minute walk from school
- Schools have used them during a special event

Walk and Wheel to School Week

- October 1-5, 2018
- School Sign up starts May 1

Comments and Feedback to Kate by May 1st

Principal's Report

School Goals:

Goal 1: To meet the diverse learning needs of all needs.

Goal 2: To improve our students' ability to communicate clearly through writing.

District:

Growth Plan 2018-2019

Classes: 20 Divisions

School:

Cross Country Track Chess Choir Recorder Club Dance Club

Grade 4s Camp Lochside Gr. 5s Camp Thunderbird ELL Luncheon

Fun Day: Volunteers

Wish List: Lawn Mower (for court yard), Camp Thunderbird: one student

Upcoming Dates:

May 2nd Grade 5s visit ROMS

May 3rd ELL Potluck Luncheon: Staff Invited Gym closed for part of the day

May 7th Grade 5 class building @ Lochside with ROMS Team

May 8th Kindergarten Orientation

May 9th-15th Scholastic Book Fair (Library) 4.5 days

May 17th Parent Appreciation AM 8am-8:45am Theme: ???

May 23rd-25th Camp Thunderbird and Camp Lochside

June 1st Grade 4/5 Constable Riley: Digital Citizenship

June ? 8:45-11:30 am Bike Roadeo

June 12th-13th Science Venture

June 14th 9:00-2:30 pm District Elementary School Track Meet @ UVic

June 21st 9:00-11:00 am Lochside Fun Morning

June 21st Talent Show (PM) GYM 12:15

June 22nd Talent Show (PM) GYM 12:15

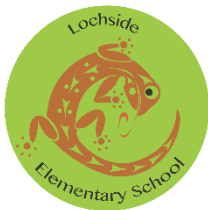
June 22nd 5:30 pm LEPAC Year End BBQ

June 26th 10:00 am Service Assembly


June 26th 11:00-12:00 pm Grade Five Luncheon

June 28th Last Day/Reports to go home

June 28th Final Assembly



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<p>Reports/General Business</p>	
<p>President: Megan Mbao & Nicole Whitsitt</p> <ul style="list-style-type: none"> • Reconsideration of LEPAC funds of \$16,000 (go over survey results) <p>Motion to reconsider the previous 2 votes one in April 2017 and September 2017 use of the \$16,000 funds by a person who was previously in favour of the designated use of the funds.</p> <p>Motioned – Megan Seconded – Amy Decision – Passed</p> <p>Reasons:</p> <ul style="list-style-type: none"> • Safety of the sign in distracting drivers • The realization of the limited 10 year life span • The discovery that it may not be the most important use of funds both to the staff and the greater school community. Both were polled. Parents voted that only 6.13% saw this as a priority (10/173 responses). The staff's first priority was a sound system for the gym followed by water fountain. <p>Next meeting we will discuss the use of funds</p> <ul style="list-style-type: none"> • Present constitution revisions (Kirsty) <ul style="list-style-type: none"> ○ Changes to be posted and voted on next month ○ Adding Executive Positions ○ Clarification on Wording <div style="text-align: center;">  <p>LEPAC constitution revised April 2018 te</p> </div> <ul style="list-style-type: none"> ○ Present nomination list 2018-2019 (Kirsty) <p>Co-Presidents - Nicole Whitsitt and Megan Mbao Vice President - Kirsty Hooker Secretary - Heather Galey Treasurer - Chad Linger COPACS Representatives - Reet Dangerfield and Marissa Cameron Healthy School Coordinators - Jodi Holland and Tina Lazaruk Internet Safety Coordinator - Trish Jackson Mitchell Volunteer Coordinator - Amy Campbell Members at Large - Leanne Quon-Turple and Liz Matthews</p>	<p>Have the information available all at once at the May Meeting</p>
<p>Treasurer: Chad Linger</p> <p>Budget Update April 2018</p> <p>Overview:</p> <ol style="list-style-type: none"> 1. Cash balance is healthy. Details are as follows: <ol style="list-style-type: none"> a. Gift Cards - Country Grocer \$299.53 b. Petty Cash \$2,537.10 (cash float plus coins to be deposited) 	



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<ul style="list-style-type: none"> c. General account \$48,726.23 less uncleared cheques and deposits of \$2,747.48 for a balance of \$45,978.75 d. Gaming \$6,388.42 <ol style="list-style-type: none"> 2. Gaming fund has one remaining cheque to be written for \$6,330 to SD 63 for Field trip buses- will be paid in June. Artist in Resident amount have been paid. 3. BC COPAC Conference - \$650 in conference fees have been paid for and recorded to the Admin line in the budget 4. Fun Lunch Program - To date our receipts exceed our expenditures by \$15,072.37. There are remaining expenditures for February and Nov (est. \$1200) related to Noodle Box as they have not invoiced us. Assuming this bill dues get rendered and the remaining monthly expenses for May and June of \$700-1000, I'd expect that our net collected for the Fun Lunch Program will be around \$11,500 for the year. The budgeted surplus was \$9,000 so we will likely end the year with an additional \$2,500. 5. Based on fundraising events or expenditures that have been completed we have receipts in excess of our expenditures of \$2,802.60 to date. 6. Thrifty's Smile Card receipts are lower than we have budgeted as we are receiving an average of \$170 per month and I'd expect that to August we will receive a total \$2000 when we budgeted for \$2,500. 7. The combined surplus from the Fun Lunch Program, the completed fundraising, Smile Card shortfall and expenditures will likely be in the \$5,000 range. Excluding the \$16,000 budgeted for the sign we had planned for an overall deficit of \$1,200 for the year which we will be covering with the surplus leaving possibly \$3,800 in additional funds. 8. Grade 5 fundraising has totalled \$6,789.76 to date in funds raised for Camp Thunderbird which included 50% of Spud funds. 9. Asked to fund 1 kids at a cost of \$138 for Camp Thunderbird. \$500 is budgeted for in the Student in Need budget line. 10. Classroom budget reimbursements have been coming in as a result of the request by Kitlin, There is still \$3,000 of a total \$4,600 to be reimbursed. 11. Thrifty's Grant application and the Gaming Grant are scheduled to be submitted in May which are both ahead of the required dates. 	
<p>Internet Safety Advisory Council: Nicole Whitsitt</p> <ul style="list-style-type: none"> • Update on BCCPAC conference and request for funding (COPACS has offered travel costs) COPACS paying travel (KM and Ferry) <ul style="list-style-type: none"> ○ Motion to approve funds of up \$1,500 for accommodations and meals for 3 LEPAC representatives to attend the BCCPAC Conference. <p>Motioned – Jodi Seconded – Reet Decision – Passed</p> <ul style="list-style-type: none"> ○ To be voted on at the May 2018 Meeting 	
<p>Volunteer Coordinator – Lynn Hood</p> <ul style="list-style-type: none"> • Explain volunteer appreciation initiative <ul style="list-style-type: none"> ○ A draw every week till the end of the school year for a prize ○ Any donations available, requested 	
<p>Healthy School Coordinators: Jodi Holland & Tina Lazaruk</p> <ol style="list-style-type: none"> 1. Games on the Green (formerly BOKS): This program will be offered before school on Thursdays in May. 2. Unplug & Play: Set to resume at McMinn Park from 1-3 pm on Sundays beginning April 3. TC 10K Family Run – April 29, 2018. Currently 13 participants signed up. 	



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<p>5. Triathlon Club: Unable to secure volunteers to coach and manage this team this year. The club will not run this year.</p> <p>6. Screen Free Week: April 30 – May 6 (screenfree.org). We plan to promote this for at home this year with draws and a list of screen-free activities.</p> <p>7. Growing Chefs: This food literacy program will be running at Lochside in Ms. Moore/Ms. Mailloux's class. This program gets kids excited about healthy food & food systems. The program will run for 1 hour sessions for 7 weeks (April 10 – June 19).</p> <p>8. Walking Wheeling Wednesdays Action: Re-promote after receive results and recommendations from School Travel Survey.</p>	
<p>COPAC Rep: Reet Dangerfield</p> <ul style="list-style-type: none"> • Asked each school office administrator how much each PAC has spent on the school. Results: There are have and have not schools. A total of \$300,000 spent by PACS in the district 	
Other Business	
<ul style="list-style-type: none"> • Teacher Appreciation Week (Nicole) • Scholastic Book Fair (Megan) – May 11 is first day • Kindergarten Orientation on May 8th 	
New Business	
<ul style="list-style-type: none"> • None 	

Next Meeting – Wednesday May 16, 2018 @ 6:30pm (AGM Meeting)

Adjourn 8:08pm