



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

November 15, 2017

Attendance:

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

Regrets:

Kelly Perry

Guests:

Call to Order 6:03pm

Items to Discuss	Action Items
<p>Welcome & Introductions</p> <ul style="list-style-type: none"> • Entertainment Book Fundraiser - Scarlett, • SPUD fundraiser – Jodi and Health Committee, • Fun lunch Moira and Crew, • Popcorn Day Alicia and Crew, • Volunteer Coordinating – Lynn Hood, • Admin thank you for all your support for the extras 	
<p>Correspondence</p> <ul style="list-style-type: none"> • None 	
<p>Approval of October Minutes</p> <p>Motioned – Trish Seconded – Kirsty Decision – Approved</p>	
<p>Principal's Report</p> <p>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.</p>	<p>Heather to draft survey questions</p>



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<p>District: Reporting: Parent-Teacher Conference > Reporting to Parents : Nov. 27th-Dec 1st</p> <p>School: Ready Set Learn - Thank you to Gr 5's for helping Erika and Joan to lead tours Remembrance Day Assembly – Nice presentations Safety Presentation – Constable Swanson came in talk to 4/5s about personal safety with the internet Safe Routes: survey, walkabout, follow up – 60 parents who completed survey. Nov 15th morning there was a neighbourhood walk about. Arel: Survey results: 50% driven as per survey. Intersections are unmarked crossing i.e. McMorran and Royal Oak. Hopefully a report by the end of December for walkabout</p> <p>Erika open to winter months in Gym for BOKS Health Committee will meet with Erika about Active Transportation</p> <p>Activities: Soccer Club, Swimming Club, Recorder Club, Choir Club Seaquarium – a teacher from another school came and talked about how they use this and activities that can stem from this. Winter Concert – Dec 19 & 21 Circuit – An active circuit along gym, used for an active break, designed by the Occupational Therapist, Deneen Heardman, to improve attention Digital Sign – Sat down with Talon signs about the digital sign for school. Talked location and ease of use. Can dim lights and turn them off. Lifespan is about 10 years. Question about the insurance on the sign if it's damaged.</p> <p>Admin brought up the question of if the sign is still necessary. Send out a survey "How do you access the school news?"</p> <p>Upcoming Dates</p>		
	Nov. 15-22nd : Scholastic Book Fair HAT Day: Nov. 22 nd	Nov. 24 th NID
Nov. 27 th -Dec. 8 th Gingerbread Food Drive	Nov. 27- Dec 1 Reporting/Communicating with Parents	Winter Concert: Dec. 19 & 21 1:30pm
January 8 th : First Day Back: January 2018	Jan. 24 th Kindergarten Parent Evening: Sidney Elementary	Jan. 29 -2 Feb. K Registration
Reports/General Business		
<p>President: Megan Mbao & Nicole Whitsitt</p> <ul style="list-style-type: none"> • Thank you's (Megan) - tabled • Role of President regarding communication (Nicole) - tabled • Vote on Proposed Budget 		



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<p>Motion to approve budget in October 2017 LEPAC Meeting.</p> <p>Vote: Voting on the budget with the acknowledgement that we are considering the use of the funds for the sign. All in favour. Budget passed.</p> <ul style="list-style-type: none"> • White Hatter (Megan) <ul style="list-style-type: none"> ○ Jan 18th for 4/5 students and all parents at Lochside ○ Jan 24th for a parent presentation at Claremont plus another north zone presentation 	
<p>Treasurer: Chad Linger Budget Update Nov 2017</p> <p>Overview:</p> <ol style="list-style-type: none"> 1. All deposits are up to date as of today 2. Halloween Dance - net revenues over expenses of \$3,728.23 which is \$1,478.23 more than what was budgeted. Prior year was \$2,672 - an increase of over \$1,000. 3. Entertainment Books - net revenues over expenses of \$2,313.61 which is \$186.39 less than what was budgeted. Prior year was \$2,526.25 - a decrease of \$212 and a decrease from 2015-2016 of close to \$580. Possible decreasing trend - Noticed a lot of donations of \$30 were made vs sales of books. 4. School Supplies - Total received was \$1,616.45 which is \$616.45 more than what was budgeted. This is a \$600 increase over the prior year and a \$1,200 increase over two years ago. 5. Fun Lunch revenue collected is close to \$20,000 at this point. Total collected all of last year was around \$19,200 of which 89% of that figure was collected by this time last year. 6. Activities to date that are completed, looks like we are close to \$2,000 in additional revenues from what was budgeted. 7. Have added the ability to track Country Grocer gift cards and the related expenses paid with the gift cards. For those using the cards please put the receipts in the Treasurer Box with a note as to what the expense was for so they can be allocated. If new cards are issued please provide me with the details. I believe it is important to track the value of the gift cards and the expenses they cover should this fundraising avenue disappear. Starting with a balance of \$117.53 	
<p>Volunteer Coordinator – Lynn Hood</p> <ul style="list-style-type: none"> • Volunteer Appreciation • Movie night on 23rd – has 4/5 volunteers • Using volunteer budget – producing LEPAC Thank You cards, having monthly draws. And Featuring them in weekly updates. 	
<p>Healthy School Coordinators: Jodi Holland & Tina Lazaruk</p> <ul style="list-style-type: none"> • Couple volunteer requests for Lynn and to go out in Weekly update • Triathlon manager – need volunteer to oversea this program 	<p>Jodi – add SPUD to weekly</p>



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<ul style="list-style-type: none"> • SPUD Fundraiser is ongoing all year, we get 25% on the fundraising bundles. • Random draw for colouring contest entries 	update
<p>COPAC Rep: Reet Dangerfield</p> <ul style="list-style-type: none"> • Update on COPAC meeting <ul style="list-style-type: none"> • - Nicole provided an update on the work that the Lochside internet safety committee is doing, and asked how to move the resolution forward that was passed at the BCCPAC last year. • - Jason Reid gave a presentation on the ongoing facilities review currently underway in SD63. With a change in government there is always a change in the budget process. From 2002-2015 there was a 20% decrease in enrollment, which resulted in the closure of 5 schools. Enrollment has increased by 10% this year which has been mitigated with 4 portables, plus renovations to 11 classrooms. In the long-term the district does not want portables, they would rather expand, hence the work on the long range facilities plan. The NDP platform funds seismic and school expansion. • - Don Peterson (STA) spoke about the upcoming FSAs (which the STA is opposed to). Also spoke about some of the changes teachers are seeing with regards to reinstatement of class size and composition. • - Victoria Martin (Board) - mentioned that in 2018 there will be a renegotiation of the teachers contracts • Locking school doors <ul style="list-style-type: none"> ○ Asked at COPACS what other schools are doing re locking of school doors ○ Many doors are being used throughout the day for many reasons ○ Concerns about using front door as main door as it is very close to drive way and the safety of kids. ○ Parents concerned about too much access to the school ○ 3 different allen keys and 2 sets of keys used to lock the doors ○ Concerned about needing to bring kids in quickly from outside ○ Staff to be vigilant about people in the building. Everyone to be aware and alert ○ Joan and staff will ask people to leave 	
Internet Safety Advisory Council: Nicole Whitsitt	
Other Business	
<p><u>Scholastic Book Fair (Megan)</u></p> <ul style="list-style-type: none"> • Thursday Nov 16 Set-up. Teachers get a preview • Volunteers looking great • No volunteers for Tuesday morning 8-9:30am <p><u>Spirit Wear (Kirsty)</u> <u>Fill the Gingerbread House/Christmas Tree Wish List (Marissa)</u> <u>Holiday Book Store (Nicole)</u> <u>December LEPAC Meeting</u></p>	
New Business	
<p>Lisa Alexander (Music Teacher) Winter Concerts Dec 19 & 21 @ 1:30pm</p>	



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Multi age 2/3 will be the Tuesday Wanting to use stage Children mostly signing with some instrumental Support for concert: Recording performance, decorating is done by classes	
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Next Meeting – January 18, 2017

Adjourn