



Lochside Elementary Parents Advisory Council (LEPAC)
Minutes
1145 Royal Oak Drive
Annual General Meeting

May 11, 2021

Present:

Co-Presidents: Anya Rodenburgh Yang & Heather Galey
Vice-President: Priyanka Gupta
Treasurer: Mei Wang
Secretary: Trish Jackson Mitchell
Wellness & Digital Safety Coordinator: Susan Taylor
Volunteer Coordinator: Krista Henzie
COPAC Representative: Leanne Quon-Turple & Eva Castelsky
Members at Large: Tracy Wong,, Meghan Birch
Principal: Tom Vickers
Vice Principal: Joan O'Leary

Melissa Joyce
Jessica Hoener
Marian Greco
Kelsey Norlund

Regrets:

Member at Large: Lindsay Bryden

Call to Order – 6:31pm

Welcome & Introductions

- Heather welcomed all those in attendance and gave a territorial acknowledgement
- Those attending the meeting introduced themselves.

Approval of October 2020 AGM Minutes

Motioned – Susan Taylor
Seconded – Tracy Wong
Decision - Approved

Reports / General Business

President's Report: Heather Galey & Anya Rodenburgh Yang
LEPAC President's Report 2020 - 2021

It has been a great privilege to serve as your LEPAC Co-Presidents this 2020-21 school year. We would like to send out thank yous to the volunteers and organizers for all the creative covid-safe events and initiatives we were able to plan.



Lochside Elementary Parents Advisory Council (LEPAC)
Minutes
1145 Royal Oak Drive
Annual General Meeting

These include:

- Virtual Book Fair, Thank you Trish
- Spirit Wear online sales organized by Trish
- Emergency Lunches, Thank you Krista
- Fun Lunch pivot – Thank you Kirsty and Mei for communicating with all our fun lunch participants and organizing refunds and donations
- Thrifty Foods Smile Cards – Thank you Mei for being our point of contact and Krista for helping distribute cards
- Country Grocer – Thank you so much Tracy and your family as well for collecting and processing the receipts for this fundraiser
- Facebook Community Page – Thank you Susan for your engaging posts
- Virtual Wish Tree and Food Drive – Thank you so much to Lindsay, Krista, Susan, Kelsey, Tom, Joan, and the student helpers
- The Art Card Project – Thank you Heather for spearheading that. It was such a pleasure to see the beautiful cards proudly being pulled out of backpacks at the end of school.
- The Purdy's Chocolate fundraiser – Thank you so much to Trish, Tracy, Heather and Meghan for helping to sort the mountain of chocolate that was ordered by our enthusiastic supporters. (and Thank you to Anya for spearheading this successful fundraiser)
- Our first ever virtual Parent Ed Night – Thank you to Ulrich Mueller from the UVic Speaker's Bureau for your discussion on how Digital Media can affect children's development.
- A big thank you to the Office staff, Kitlin, Stephanie and Tracey for all their support this year through distributing all fundraising information and items, such as hoodies, chocolates, and cards to the classrooms.

And of course, a big thank you to the Lochside families and staff. Without their support, the above initiatives would not have been the successes that they were.

LEPAC was able to budget for the funding of a variety of initiatives around the school. These include:

- Emergency earthquake supplies
- Classroom Activity Budget
- Home Reading Program
- Indoor Silent Bikes
- Place Based Learning
- Principal's Fund
- Student In Need Coverage
- Joy Paquin Scholarship Fund
- Staff Appreciation
- Reflex Math
- Seaquaria
- Friendship Bench



Lochside Elementary Parents Advisory Council (LEPAC)
Minutes
1145 Royal Oak Drive
Annual General Meeting

We have almost made it all the way through a whole school year living with Covid-19. It has been both a challenge with our reduced sense of community but has also shone a light on how resilient we all are. We are very proud to be a part of this Lochside family.

Some of the ways we have had to be flexible this year include the changes in our monthly meetings. We started our year hosting meetings both in-person, spaced out in the gym with a Zoom option. This honestly was very challenging. We then made the decision to host our meetings completely on Zoom. As much as we missed the face-to-face meetings, it was obviously necessary and I think we still did a great job with maintaining our communication and personal connections.

We were unable to do a lot of our big revenue generators this year in order to keep our school safe. The biggest loss was our Fun Lunch Sales. The Halloween Dance and other community events were also big social losses due to the Pandemic. Instead of being the close community we usually are, we had to continually remind ourselves about social distancing. This was also the first year that we ran a deficit budget and dipped into our savings to support essential things that our children and staff so greatly benefit from. We are thankful to previous LEPAC leadership that allowed us to be in a fairly comfortable financial position to run this year as normally as possible.

We would like to send out a huge Thank You to our 2020-21 LEPAC Executive:

Priyanka Gupta – Vice President

Mei Wang – Treasurer

Trish Jackson Mitchell – Secretary

Leanne Turpell and Eva Castelsky – COPACS Representatives

Susan Taylor – Wellness and Digital Safety Coordinator

Krista Henzie – Volunteer Coordinator

Tracy Wong – Member at Large

Lindsey Bryden – Member at Large

Meghan Birch – Member at Large

I would also like to include Kirsty Hooker here for her huge contribution towards organizing our Fun Lunch program this year.

We are deeply grateful to each and every person who has given their time and energy to our school and LEPAC initiatives. You have all made a great impact in our children's lives.

Sincerely,

Anya Rodenburgh Yang and Heather Galey

Treasurer's Report: Mei Wang

- Based on a tough year LEPAC did an amazing job. We ended up breaking even for the year and not using the approved deficit of \$15,000.



Lochside Elementary Parents Advisory Council (LEPAC)
Minutes
1145 Royal Oak Drive
Annual General Meeting

- Revenues were over \$12,200. (including families donations of over \$ 5,700, and holiday chocolate sales of over \$3,600.
- Revenues were down \$17,400 (59%) compared to the previous year, largely due to the inability to do Fun Lunch, the Halloween dance and other fundraising events and activities that would usually take place.
- We have done last year's Fun Lunch refund of \$4,657.75 and carry forward over \$7,700 in revenues from last year.
- The Thrifty Smile Cards will end June 2021. We have received funding of \$797.95. Budgeted was \$800.
- Country Grocer Gift Cards have received \$800. Budgeted was \$1,500.
- Year to date financials attached to AGM minutes.

Financial status as of May 2021:

- Cash balance is healthy. Details are as follows:
 - o Gift Cards - Country Grocer \$711.42
 - o Petty Cash \$400.00
 - o Gaming account \$11,843.42
 - o General account \$24,663.52 (Cleared \$26,148.19 less outstanding transactions \$1,484.67.(including last year \$223.39).
- Gaming Fund- Remaining Payments
 - o Field Trip (\$6,450.00. 430*\$15.)
 - o Expected surplus to carry forward \$5,393.42.
- Expected cash balance at the end of the year is expected to be just over \$24,600.
 - o Balance at the beginning of the year was \$24,500.
- Some expenses this year include:
 - o Reimbursed the teachers Classroom Budget \$4,681.74 (82%)
 - o Indoor Silent Bikes \$6,703.20.(from Gaming \$3,500; from General \$3,203.20.)
 - o Earthquake supplies \$485.75
 - o Seaquaria \$1,401.75
 - o Reflex math \$2,395.00

Wellness & Digital Safety Committee's Report: Susan Taylor

2020-2021 Report

- Focus for this year's activities has been on posting resources for wellness and digital safety on Facebook to be accessed by families as in -person activities were not possible.
- Unfortunately a digital safety audit wasn't able to be done this year due to COVID restrictions, but hopefully that can be done in the next school year.



Lochside Elementary Parents Advisory Council (LEPAC)
Minutes
1145 Royal Oak Drive
Annual General Meeting

Volunteer Coordinator's Report: Krista Henzie

Volunteering has been an essential part of our community and school for so many years. This past year, it has looked a little different, but we still want to recognize all the hard work and time parents and caregivers have put into our school this year and keeping our children safe.

Although we can't attend in person or in class to help out with various events that used to take part in our school and community, we still want to recognize and thank everyone for their continued support.

Hopefully soon, we will once again be able to hold in person events and functions and we look forward to it as much as our children. Thank you to all our parents and volunteers who have supported our school and LEPAC throughout this year!

COPACS Rep's Report: Leanne Quon Turple & Eva Castelsky

COPACS Report for 2020-2021

COPACS is the Confederation of Parent Advisory Councils for Saanich. There are 9 COPACS meetings each year, one per month from September through to May. This year the meetings were all done online via ZOOM and LEPAC had representation at the following meetings: September 17, October 8, November 12, December 10, January 14, February 11, April 8

At the monthly COPACS meetings there is representation from District administration, CUPE, Saanich Teachers Association, and our School Board Trustees. It is a great opportunity to exchange views and find out what is happening with other schools in SD63 as well as what is happening at a district level from the key players in our school district. The meetings also provide an opportunity to meet parents from other schools and learn about their initiatives and resources.

Some of the main initiatives this year include the following:

- Catchment boundary review
- Enrollment - COVID impacts
- Opportunities for parent education nights
- Budget updates
- Emergency Preparedness in the District
- New Report cards for elementary schools based on "MyEducation"
- School District Policy Review
- International Baccalaureate Program
- COVID impact

COVID has impacted everyone. With regards to the role of COPACs, all meetings were held online via MS Teams. Technology made some of the meetings challenging, from



Lochside Elementary Parents Advisory Council (LEPAC)
Minutes
1145 Royal Oak Drive
Annual General Meeting

the inability to have video on to internet drops while on COPAC and LEPAC meetings. A positive however, although not as nice as having in-person meetings, having meetings online meant all available meetings could be attended easily.

Nomination Committee Report

The Nominee list for the 2021/2022 school year was presented at the LEPAC meeting on April 13, 2021 and in the weekly update sent on .

The committee is pleased to announce the nominees of the LEPAC executive 2021/2022:

Co-Presidents: Heather Galey and Anya Rodenburgh Yang

Vice President: Priyanka Gupta

Secretary: Trish Jackson Mitchell

Treasurer: Melissa Joyce

COPACS: Eva Castelsky

Health, Wellness & Digital Safety: Carolina Stratievsky

Volunteer Coordinator: Krista Henzie

Communication Coordinator: Kelsey Norland

Members at Large: Lindsay Bryden, Meghan Birch, Leann Quon-Turple, Mei Wang

Decision to approve the executive nominees as presented:

Moved by Heather Galey

Seconded by Marion Greco

Approved. All in favour, none opposed.

Other Business

- None

Motion to Adjourn – Susan Taylor

Seconded - Tracy Wong

Adjourned 7:01pm

Next AGM: May 10, 2022 at 6:30pm