



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

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**January 12, 2021**

**Present:**

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

**Regrets:**

Vice President: Priyanka Gupta  
Member at Large: Lindsay Brydon

**Call to Order: 6:32pm**

**Welcome & Introduction**

- Anya gave a territorial acknowledgement and welcomed everyone to the meeting
- Everyone present at the meeting introduced themselves

**Approval of December 2020 Minutes**

Approval of December 2020 Minutes  
Moved – Susan Taylor  
Seconded – Heather Galey

**Correspondence**

Anya read the following correspondence:

- Thank you email from parent
  - o Heartfelt thank you from a family that received a hamper / wish list items
- Lana Popham
  - o Note congratulating us on receiving the gaming grant
- Teacher Magazine
- Speakers Bureau
  - o Gave a brief summary of some of the topics available through the UVic Speaker's



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**Bureau**

- o Some good options for a parent education night that will be explored further by the exec outside of the meeting
- Peninsula 1000x5 Book Recycling Program
  - o Since 2008 Lochside has donated 7,512 books - thank you Lochside community for your generosity to this wonderful program!

**Administration Report**

***January 2021***

CALENDAR	Jan 18 - 22		Jan 25 - 29	
	Mon 18	<ul style="list-style-type: none"> <li>Monday SBT Meeting @ 2PM</li> </ul>	Mon 25	<ul style="list-style-type: none"> <li>Monday SBT Meeting @ 2PM</li> </ul>
<b>February</b> <b>09</b> Staff Meeting <b>12</b> Tri-District Pro-D Day <b>15</b> Family Day - STAT <b>16-19</b> FSA Assessments <b>24</b> Pink Shirt Day <b>26</b> Fire Drill  <b>March</b> <b>3 &amp; 4</b> Early Dismissal <b>15-26</b> Spring Break	Tues 19	<ul style="list-style-type: none"> <li>Safer Schools Presentation 6:00 - 8:00 pm</li> </ul>	Tues 26	<ul style="list-style-type: none"> <li>Kindergarten Registration In-catchment 7:30 - 9:30 am</li> </ul>
	Wed 20	<ul style="list-style-type: none"> <li>Wellness Wednesday</li> <li>Morning Yoga!</li> </ul>	Wed 27	<ul style="list-style-type: none"> <li>Kindergarten Registration In-catchment 12:30 - 2:30 pm</li> <li>Family Literacy Day</li> </ul>
	Thu 21		Thu 28	<ul style="list-style-type: none"> <li>Kindergarten Registration In-catchment 3:30 - 5:30 pm</li> </ul>
	Fri 22	<ul style="list-style-type: none"> <li>Sencot'en Lessons for Kindergarten</li> </ul>	Fri 29	<ul style="list-style-type: none"> <li></li> </ul>

**Ninen - Moon of the Child (to mid-January)** The face of the young man represents youth, a new beginning, the rebirth of the animal world, and the new edible shoots. This is the Saanich New Year. The moon's yellow hair is the returning light to the world.

**CONNECTIONS AND BACKGROUND INFORMATION** The Winter Solstice (December 20/21) is the point at which the sun is farthest from the Equator, thus it is the darkest day of the year, and at this "turning point" the days will become longer. As with the Summer Solstice, the shortest day of the year holds great importance in many cultures. [More information here.](#)





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**Information Items:**

Appreciations	<ul style="list-style-type: none"><li>● Appreciation to our PAC and families for their generosity and kindness over the holidays. Both the food drive and the gift tree were a huge success - thank you so much, our community's kindness made a big difference.</li><li>● Thank you to the volunteers who organized the food drive, hampers and wish list items. The Mustard Seed was thrilled with the amount of food that was donated by our school.</li><li>● Thankful to be part of such a wonderful community at Lochside as the staff see them more than their families.</li><li>● Thank you to the PAC for adjusting the meeting night to accommodate admin - makes a difference to have the staff and PAC meeting on the same night.</li><li>● Thank you to the parents who are coming onto the property but being respectful of distancing to keep everyone safe.</li></ul>															
School Goals	<ul style="list-style-type: none"><li>● We have created a space for us to showcase work on our goals through the lens of student work - <a href="#">check it out here</a>.</li><li>● Writing - <i>The joy of writing. The power of preserving. A written cloud floats across a stormy sky...writing is crucial to self-expression and imagination.</i> We will soon be doing grade-wide writing and then taking time with teachers to assess work and look for our next area of focus to support improvement in writing.</li><li>● Social Emotional Learning (SEL) - we have a committee helping to lead implementation of programs - school-wide and by grade band.</li></ul>															
Teacher Budget Allocation	<table><tr><td></td><td>Amount Per Student</td><td>Amount Per Classroom</td></tr><tr><td>Learning Resources</td><td>\$15</td><td></td></tr><tr><td>Admin</td><td>\$5</td><td></td></tr><tr><td>PAC Consumables</td><td></td><td>\$250</td></tr><tr><td>PAC Field Trips &amp; Transportation</td><td>\$15</td><td></td></tr></table>		Amount Per Student	Amount Per Classroom	Learning Resources	\$15		Admin	\$5		PAC Consumables		\$250	PAC Field Trips & Transportation	\$15	
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Bouncing Back - Understanding Burnout and Resilience in	<ul style="list-style-type: none"><li>● Our Lochside Wellness Committee has organized a <b>virtual</b> opportunity for you to join Dr. Mark Sherman for a 2 hour experiential presentation on <b>February 12 from 9:00am to 11:30.</b></li></ul>															



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<b>Education with Dr. Mark Sherman</b>	<ul style="list-style-type: none"> <li>• He will be focusing upon understanding burnout, in the context of COVID, and the science of resilience and happiness. In this 2 hour virtual workshop we will:</li> </ul> <ol style="list-style-type: none"> <li>1. <i>Understand</i> the definition and research on burnout and moral injury -- their causes and potential solutions</li> <li>2. <i>Explore</i> the Science of Happiness and practical tools of mindfulness, gratitude and self compassion that build resilience and joy.</li> <li>3. <i>Practice</i> accessible mindfulness skills in order to cultivate presence and awareness.</li> </ol>
<b>Playground reboot</b>	<ul style="list-style-type: none"> <li>• The Gr. K/1 and Gr. 2/3 groups have recently made adjustments</li> <li>• Adjustments will be made for Gr.4/5</li> <li>• We would like to add mini-hockey as an option - to be played perhaps in the gaga ball courts and up near the funnell ball.</li> </ul>
<b>FSA</b>	<ul style="list-style-type: none"> <li>• February 9th - 19th</li> </ul>
<b>Early Dismissal</b>	<ul style="list-style-type: none"> <li>• March 3 &amp; 4</li> <li>• We will follow the same format as our November Early Dismissal</li> </ul>
<b>Winter Conditions</b>	<ul style="list-style-type: none"> <li>• Wind Warnings are becoming more common. If gusts are too great we may need to close the play area and possibly have an "in day."</li> <li>• Ice &amp; Snow - we will be providing salt for classrooms that are needing extra.</li> </ul>
<b>Recycling &amp; Garbage Outside</b>	<ul style="list-style-type: none"> <li>• A reminder that we are asking students to "Pack In and Pack Out" any lunch items.</li> </ul>

**Discussion Items**

<b>Spending Priorities</b>	<ul style="list-style-type: none"> <li>• Technology (iPads), creating pods of tech in different wings of the school (carts)</li> <li>• Review costs for software (Reflex and Lexia)</li> <li>• Photocopiers</li> <li>• Projectors</li> <li>• Curriculum resources - strike a committee to review what we have on hand and the gaps for resources in terms of numeracy</li> </ul>
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|  | <ul style="list-style-type: none"><li>• Working with the District to align spending to replace aging technology as it reaches its end of life. Unfortunately many big ticket items were purchased at about the same time and are reaching the end of their life at the same time.</li></ul> |
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## **Reports / General Business**

### **President's Report: Anya Rodenburgh Yang & Heather Galey**

- Thank yous
  - o Thank you for the LEPAC Executive and everyone attending the meeting - very appreciative of the connection with part of our school community.
- Card Fundraiser
  - o Will start in the Spring - working with school admin as to the best way to implement this
  - o A piece of the children's artwork (any art done as part of regular class activities so that it's not extra work for teachers) is submitted to a company to be printed on a blank greeting card.
    - Families receive a free card and have the option to purchase more if desired.
- Bottle Drive
  - o Now have an account with the bottle depot
  - o Will also look at organizing a bottle drive at the school and will coordinate a convenient date/time with school admin
    - Can have a drop off bin so that it's no contact for families
- Family Literacy Week (Jan 24-31)
  - o Will have to be kept low key this year because of the inability for families to come into the school and read with their kids
  - o Staff is working on some alternatives to still celebrate the week
- LEPAC Funds Used for Technology?
  - o Field trip budget probably won't be used (\$6,500 from gaming grant)
  - o LEPAC does have the ability to juggle some funds to meet the needs of the school, perhaps to meet some of the technology needs of the school instead?
- Zooma chairs
  - o Way to have movement for kids in class (rocker chair) to support self regulation
    - Goal is to have one in each class eventually



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- o Another option to reallocate some of the unused field trip fund
- PISE Visit to School
  - o Has to be put on hold for now as they are not district staff so can't come into the school

**Treasurer's Report: Mei Wang**

- Cash balance is healthy. Details are as follows:
  - o Gift Cards - Country Grocer \$166.58
  - o Petty Cash \$400 Float
  - o Gaming account \$11,843.42
  - o General account \$20,325.51. (Cleared \$28,922.48 less outstanding transactions of \$1,322.92 . Fun Lunch Credits \$7,274.05)
- Purdy's Chocolate Fundraiser received \$3,016.00.
- Spirit Wear Sales received \$198.40.
- Classroom Budget - Reimbursed \$2,694.36. (47%) to date
- Current year budget expenses from Gaming grant \$5,387.50.
- E-transfer is now available as an option for families (receiving only), so families can use this method to pay for fun lunch and other items going forward.

**Volunteer Coordinator's Report: Krista Henzie**

- Thrifty's Smile cards are still active and the program is running until the end of April this year.
  - o Krista will look into renewing the program for the next school year.
- Emergency Lunches were stocked before the break but will need to be replenished soon.
  - o Joan has some Country Grocer cards that could be used so will take a look at what's needed and coordinate with Krista.

**Wellness & Digital Safety Report: Susan Taylor**

- Nothing to report.

**COPACS Rep's Report: Leanne Quon-Turple**

- Nothing to report, meeting is later this week.
  - o Will send around an email with an update after the meeting



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**Secretary Report: Trish Jackson Mitchell**

- Virtual Book Fair
  - Reached out to Russell Books about doing a virtual book fair through them
  - Their new book fair website is live but they are working on the catalogue and getting the program up and running so will be in touch when they are ready and then Trish will report out to LEPAC about how it works.
    - Understanding is that purchases are made online and attributed to the school. A percentage of sales is then made available for the Learning Commons and teachers to purchase books through Russell.
- Apparel Sales
  - Was able to sell / distribute the extra Class of 21 items to Grade 5 students.
    - Thank you to the Grade 5 teachers who helped out with this!
  - Sales were as follows:
    - Grad store had 54 items sold for \$1,710 in total sales.
    - The School store had 58 items sold for \$1,674 in total sales.
      - 10% or about \$165 will be coming to LEPAC as the fundraising portion from these sales

**Other Business**

- Country Grocer receipts were processed before the end of the year and Tracy is expecting that we'll get about \$800 in gift cards from about \$40,000 in grocery sales!
  - Thank you to Tracy and Ernie for processing all of those receipts and to all the families who submitted their receipts.
- New Business
  - Reminder for families about the new "No Parking" sign on Lochside Drive North of Royal Oak Drive.
    - A reminder will be put in the next LEPAC weekly update and also in the next admin update.
- Next Meeting: February 9, 2021

**Meeting Adjourned: 7:31pm**