



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

May 11, 2021

Present:

Co-Presidents: Anya Rodenburgh Yang &
Heather Galey
Vice President: Priyanka Gupta
Treasurer: Mei Wang
Secretary: Trish Jackson Mitchell
Volunteer Coordinator: Krista Henzie
Wellness & Digital Safety: Susan Taylor

COPAC Representative: Leanne
Quon-Turple & Eva Castelsky
Members at Large: Tracy Wong, Meghan
Birch
Principal: Tom Vickers
Vice Principal: Joan O'Leary

Guests: Melissa Joyce, Jessica Hoener, Marian Greco, Kelsey Norlund

Regrets:

Member at Large: Lindsay Bryden

Call to Order: 7:02pm

Welcome & Introduction

- Heather welcomed everyone present to the short regular LEPAC Meeting (as it immediately follows the AGM)

Approval of April 2021 Minutes

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Moved – Tracy Wong
Seconded – Krista Henzie

Correspondence

- None

Administration Report

May 11, 2021

CALENDAR	May 10th - 14th		May 17th - 21st	
	Mon 10	• Last day to leave/enter remote program	Mon 17	• Safety Audit 10:00
<u>May</u> 24 Victoria Day - Stat				



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28 Sencoten Lesson K & K/1 31 Go By Bike Week til June 6 June 2 Camp Thunderbird Day Trip Lv 800 Return 445 Div. 18/19 3 Leadership Meeting 8 Staff Meeting 9 EA Meeting 9 As above Div. 15/20 Div. 16/17 15 Tapa Tuesday 25 Sencoten K & K/1 29 Last Day of School 30 Last Day - Admin	Tue s 11	<ul style="list-style-type: none"> • Staff Meeting 3:00 • LEPAC Meeting 6:30 	Tues 18	<ul style="list-style-type: none"> • TAPA Tuesday - Google Read & Write with Shannon Moore and Darcy Macnee • Leadership Meeting - Mike McKay 3:30
	We d 12	<ul style="list-style-type: none"> • EA Meeting 3:30 • CR4YC • Earthquake safety Drill 	Wed 19	
	Thu 13	<ul style="list-style-type: none"> • Initial placement conversations (TTOC provided) with Inclusion Support Teacher 	Thu 20	<ul style="list-style-type: none"> • ROMS visit to Lochside • Elementary Mgt 11:30-1:30 (Tom) • District Mgt Team 2-4PM (Tom and Joan)
	Fri 14	<ul style="list-style-type: none"> • Initial placement conversations (TTOC provided) with Inclusion Support Teachers 	Fri 21	<ul style="list-style-type: none"> • NID - <i>in Lieu for August Day</i>

Information Items:

Appreciations	<ul style="list-style-type: none"> • Tom thanked the co Presidents for meeting with admin during such a challenging time - really appreciates the weekly meetings and communication. Makes a huge difference to be able to share things happening at the school (and outside it) on a regular basis. • Thank you to Heather for mentioning all the positive things that have happened this year at the AGM • Tom thanked the LEPAC for the fundraising that was able to be done and initiatives that we were able to support throughout the year <ul style="list-style-type: none"> ○ Staff and admin really enjoyed the card fundraiser and thought they were great quality ○ Appreciate the spirit wear as a huge culture and pride builder for the school • Huge thank you to the learning services team, especially as they get ready for the class placement process for the coming year. They are a great gift to our school and are the masterminds behind the learning services and diversity support in the school.
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	<ul style="list-style-type: none"> • Thank you to the administrative staff - so helpful and have gone above and beyond this year with all they have done to support the whole school community. <p>Appreciations from the staff meeting:</p> <ul style="list-style-type: none"> • A thank you to Melissa for putting extra time into planning such fun and engaging French lessons like the shrink art eggs. And also for applying for and receiving an outdoor grant to help us with creating signage for beyond the fence. • A thank you to everyone who came out last month to help mulch Beyond the Fence. Your time and effort is so appreciated, and the space looks just beautiful. • A big thank you to everyone for the Earth Day collaborative flower art and for counting students for walking or wheeling to school. It looks amazing! • Lucy & Melissa for organizing our screen printing session • Sherisse for organizing our Intermediate Day Camp
Budget	<ul style="list-style-type: none"> • 19K to spend - left for May and June • Goal was to save 10K for a new photocopier - if we do so then there will be more limited funds in the short term. • All spending will be frozen for the remainder of the year unless it was a pre-approved budget item. • Leadership Team feels that we should go forward with this plan and save towards a new copier (all three are going to need to be replaced over the next 5 years) • District will be centralizing purchasing for all technology and the iPads and Chrome books used in the school will be taken care of by the district next year. Huge relief on the school budget
DRAFT School Configuration	<ul style="list-style-type: none"> • DRAFT organization is for 20 divisions: • 7 divisions Intermediate • 3 divisions of Gr. 3 • 3 divisions of Gr. 2 • 3 divisions of Gr. 1 • 1 division K/1 • 3 divisions of Kindergarten
Staff Appreciation	<ul style="list-style-type: none"> • May 24 - May 28
TAPA Tuesday May 18th @ 3:00	<ul style="list-style-type: none"> • Shannon Moore and Darcy Macnee will be here for a Google Read & Write Session • The presentation will run about 25-30 minutes, with some time built in at the end for staff to try out the tools.

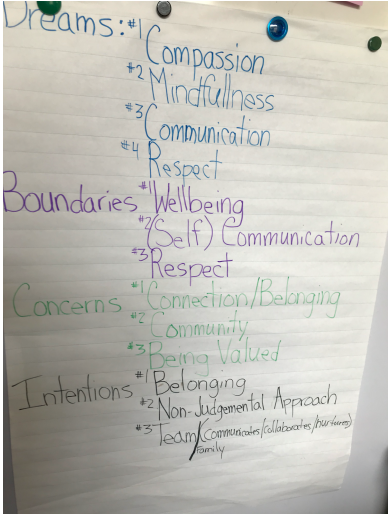


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	<ul style="list-style-type: none">• They will also leave a set of classroom-ready lessons for teachers to use with their students.
Class Lists	<p>Here are the 2020 school supply lists. Please make any edits before we finalize each list.</p> <ul style="list-style-type: none">• Grade 1• Grade 2• Grade 3• Grade 4/5
CUPE Staffing	<ul style="list-style-type: none">• We have been funded for similar EA staffing for next year. Unfortunately all of our temporary EA's will be laid off at the end of the school year but we hope to get as many back as possible.
Planning for Next Year	<p>What will next year look like?</p> <ul style="list-style-type: none">• School Schedule• Lochside Traditions <p>At this point planning for next year as they would have pre-COVID while anticipating that there will be the need for flexibility and that some aspects of the year may look different.</p>
DRAFT Lochside Core Values	<ul style="list-style-type: none">• Based on the work we recently did with Mark Sherman we created a list of Lochside Values.• Working with the Leadership Team we refined these and created a DRAFT set of Lochside core values. They are:<ol style="list-style-type: none">1. Honesty2. Belonging3. Respect4. Compassion5. Integrity



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Class Building Process	<ul style="list-style-type: none"> • May 13 & 14 - Initial Placement Conversations with Learning Services • May 17 - 20 Class Building - POSTPONED due to possible reconfiguration • Rebuild based on philosophical values and beliefs
Parent/Guardian Appreciation	<ul style="list-style-type: none"> • Community Donation Options - will be discussed further with the staff <ul style="list-style-type: none"> ◦ Royal Oak Neighbourhood House ◦ Victoria Foundation ◦ Counselling Services being used this year ◦ Kids Klub brown bag lunch program
Science Venture	<ul style="list-style-type: none"> • Usually Science Venture would visit the school in June • Has moved to a virtual model this year that the school will implement to give the children something to look forward to as well as some fantastic science programming <ul style="list-style-type: none"> ◦ K-2 would have one program; 3-5 a different one • Budget for field trips from LEPAC will be reallocated for this “virtual” field trip

Reports / General Business

President’s Report: Anya Rodenburgh Yang & Heather Galey

- Art Cards have been sent home with all students and are available to order until May 16.



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- Staff appreciation week (May 25-28)
 - Thank you to all the parents who have been helping organize some COVID-safe events for our wonderful staff

Vice President's Report: Priyanka Gupta

- Nothing to report

Treasurer's Report: Mei Wang

Budget Update May 2021

- Cash balance is healthy. Details are as follows:
 - Gift Cards - Country Grocer \$711.42
 - Petty Cash \$400.00
 - Gaming account \$11,843.42
 - General account \$24,663.52 (Cleared \$26,148.19 less outstanding transactions \$1,484.67.(including last year \$223.39).
- Gaming Fund- Remaining Payments
 - Field Trip (\$6,450.00. 430*15.)
 - 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.
 - Balance at the beginning of the year was \$24,500.
- Reimbursed the teachers Classroom Budget \$4,681.74 (82%)
- Indoor Silent Bikes 6,703.20.(from Gaming \$3,500 . General \$3,203.20.)
- Earthquake supplies 485.75. Seaquaria \$1,401.75.
- Reflex math \$2,395.00
- Grade 5 Yearbooks, Lisa is helping the families to do e-transfer payments - so far PAC has received payment for 30 students (\$25.00/student).

Wellness & Digital Safety Report: Susan Taylor

- Nothing to report

Nomination Committee: Krista Henzie

- Nothing to report; executive proposed for the coming year was appointed at the AGM

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



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- Nothing to report; everything shared during AGM

Other Business

- Grade 5 yearbooks are now available for a cost of \$25
 - o Funds should be sent to LEPAC via etransfer
 - o Yearbooks will be made available to all students - in case of financial hardship please contact Tom or Joan
- Virtual Book Fair with Russell Books was a success!
 - o School earned \$227.11 which represents 30% of about \$757 in sales
 - o Russell generously added \$500 to that amount from their books for schools program giving the Learning Commons a total of \$727.11 to spend
 - o Thank you to everyone who supported this event - we look forward to being able to do them in person again soon!
- Lochside masks have been ordered for the staff appreciation event and there are some extras available for purchase if anyone is interested.
 - o The \$337.60 credit we had with Passion Sports from the fundraising portion of the spirit wear sales has been applied to this purchase.
- Next Meeting: June 8, 2021

Meeting Adjourned: 7:30pm