



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

November 10, 2020

Present:

Co-Presidents: Anya Rodenburgh Yang & Heather Galey
Treasurer: Mei Wang
Secretary: Trish Jackson Mitchell
Volunteer Coordinator: Krista Henzie
Members at Large: Tracy Wong, Kelsey Norlund

Principal: Tom Vickers
Vice Principal: Joan O'Leary

Zoom:

COPAC Representative: Leanne Quon-Turple
Member at Large: Meghan Birch

Regrets:

Vice President: Priyanka Gupta
COPAC Representative: Reet Dangerfield
Wellness & Digital Safety: Susan Taylor
Member at Large: Lindsay Brydon

Call to Order: 6:30pm

Welcome & Introduction

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

Approval of October 2020 Minutes

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Moved – Krista Henzie
Seconded – Tracy Wong



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Administration Report

November 2020

CALENDAR <u>November</u> 25 Fire Drill 25 Wednesday Wellness Lunch 25 Early dismissal 26 Early dismissal <u>December</u> 8 Staff meeting 3:00 pm 8 LEPAC meeting 6:30 pm 9 EA Meeting 8:00 am 7-11 Report cards go home 16 Wednesday Wellness Lunch 18 Last day before break <u>January</u> 04 First day back 12 Staff meeting 12 LEPAC meeting 13 CR4YC	Nov 9 - Nov 13		Nov 16 - Nov 20	
	Mon 09	<ul style="list-style-type: none"> Strong Start 9:30 - 10:30 Core Learning Services @ 2PM 	Mon 16	<ul style="list-style-type: none"> Strong Start 9:30 - 10:30
	Tues 10	<ul style="list-style-type: none"> Poppies delivered to classrooms Full Learning Services Meeting 2:00 Staff Meeting 3:00 PAC Meeting 6:30 PM 	Tues 17	
	Wed 11	<ul style="list-style-type: none"> Remembrance Day Holiday 	Wed 18	<ul style="list-style-type: none"> CR4YC 8:30 - 11:00 Strong start 9:30 - 10:30 Wellness Wednesday - Essential Oils Make & Take 3:00 pm
	Thu 12	<ul style="list-style-type: none"> EA Morning Meeting 8:00 	Thu 19	
	Fri 13		Fri 20	<ul style="list-style-type: none"> NID - Reporting

Information Items

Appreciations	<ul style="list-style-type: none">
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Lochside Assessment Information	<ul style="list-style-type: none"> • Here is the link for the Lochside Assessment Information:
Reporting Timelines	<ul style="list-style-type: none"> • Rough Drafts to Admin during the week of November 30 - December 4. • Reports will go out the week of December 7 - 11. • FreshGrade teachers please allow Admin access to view your portfolios
Early Dismissal/ PT Interviews @ 1:48 pm	<ul style="list-style-type: none"> • We have our Early Dismissal Days on November 25 & 26. This is an opportunity to connect with families before reports come out. • We will dismiss students @ 1:48 pm • Please use TEAMS, phone calls or outdoor meetings for your interviews. Interviews can start whenever you would like and are not limited to our early dismissal dates.
Yellow Bikes	<ul style="list-style-type: none"> • We are currently building our bikes and one will be delivered to be shared between each cohort (10). It can stay in the classroom or the hallway.
Remembrance Day Video	<ul style="list-style-type: none"> • Ms. Malloy & Ms. Liebault created an amazing Remembrance Day video highlighting students' artwork, music and poems. Each division contributed to the production.
Christmas Giving	<ul style="list-style-type: none"> • People could be given the link to the mustard seed donation page to donate online • We could do a Fill the Truck. This could be done in 2 phases, maybe a Friday during or after school time and then a Saturday time to give people 2 opportunities to fill the Truck. Maybe the truck could be painted in the spirit of the Gingerbread House? • Virtual Tree of Wishes. With this we place the requested items online such as through sign-up genius where people can sign up for what they would like to contribute, and then we can have a deadline for getting it in. • The timeline for this could be Fill the Truck Dec 11 & 12, and the Virtual Wishes could go online December 1st and conclude Dec 14th, to allow time for assembly before school starts.
LEPAC Card Fundraiser	<ul style="list-style-type: none"> • This would be a fundraiser built on the art the children create. The basic idea is that the children create any piece of art, as they would likely do in class - so no extra projects for the teachers.



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	<ul style="list-style-type: none">• Items like the art that is presented on the bulletin boards in the halls. This art would be gathered and shipped to Vancouver where each piece of art is digitized.• After this is completed, each child receives a Card with their art on it. Families are then given the option to purchase more cards (this is the fundraiser portion) but that is completely optional.• Families would only be able to purchase the cards from their child. The only cost to LEPAC would be the shipping of the art.• The only personal information required would be the Teacher's name for a teacher's package, and a list of the student's first names and division as the cards have the child's first name on the back.• I was thinking this could take place sometime in the Spring, maybe with the art completed by the end of February?• LEPAC could coordinate this fundraiser.
Halloween	<ul style="list-style-type: none">• Very positive response from all staff. Kids fully met expectations.• Successful Pumpkin Run and thank you to Heather Galey for having pumpkins donated.

Discussion Items

Reporting & Assessment

- Tom gave an overview of the reporting and assessment system used at Lochside as well as an overview of the new My Ed system that the District is moving to.

Reports / General Business

President's Report: Anya Rodenburgh Yang & Heather Galey

- Thank yous
 - o Thank you to Mei for all her hard work on the budget for this year, especially under the unusual circumstances this year
 - o Thank you to Krista for arranging for Smile Cards to go out to the K classes
 - o Thank you to the Galey family for the pumpkins donated for the pumpkin run
 - o Thank you to Trish for arranging the Spirit Wear
- Role of LEPAC
 - o Revised constitution is available in the PAC section of the website
 - o Anya gave an overview of the mission of LEPAC
- Holiday Food / Giving Drive



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- o We won't be able to do the fill the house food drive or holiday book shop as in past years
- o However, we will still be collecting donations for the Mustard Seed by filling a truck by doing drive by deliveries or directing families to the website to donate online
- o We will still do our holiday wish lists for Lochside families by setting up a Sign up Genius instead of having the wishes on a Xmas tree for families to pick up
- o Keep an eye out for calls for volunteers!
- Fundraising
 - o Challenging year as Fun Lunch as well as the community events that LEPAC has historically organized are usually our main source of funds.
 - This year we'll have to be more deliberate about how we fundraise and be more direct in order to be able to continue to fund all of the initiatives we like to.
 - o Any ideas for fundraising are welcome! Please reach out to anyone on LEPAC with thoughts

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 \$17,230.92
 - o General account \$20,240.25. (Cleared \$27,937.69 less outstanding transactions of \$423.39 from last year 6 cheques. Fun Lunch Credits 7,274.05)
- Current year budget expended 2,395.00 (Reflex Math)
- Gaming grant for (20-21) received \$8,580.

Anya moved to approve the 2020 – 2021 Budget as presented at the October Meeting:
8 in favour, none opposed. Passed.

Volunteer Coordinator's Report: Krista Henzie

- Nothing to report

Wellness & Digital Safety Report: Susan Taylor

- Susan would be happy to post anything related to health and wellness or digital safety on the Lochside Parents' Facebook page. If anyone has a good resource to share, please pass it along.

COPACS Rep's Report: Leanne Quon-Turple

- Nothing to report, the next meeting is November 12.
- Leanne gave an overview of COPACS, what it is and its role in the District.



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Other Business

- Update on apparel sales
 - Trish gave an update on apparel sales and will coordinate delivery of the items to classrooms with the exception of any items that may be a surprise.
 - A call out will go in the weekly updates from PAC and admin for parents to contact Trish if their items need to be kept secret and delivered or picked up separately.
- Fun Lunch
 - Working on a safety plan and the best way to deliver food to the children safely and also accommodating the 3 different lunch periods. This may perhaps be done in the outdoor learning centre
 - Thank you to Kirsty for volunteering to continue organizing Fun Lunch.
- New Business
 - Grade 5 Newsletter
 - Last year was the first year that a Grade 5 newsletter was created to ensure that there is a transfer of information for Grade 5 families as this is not always passed on to the next group.
 - Joan is getting this ready to send out and there will be a call for volunteers for a couple of things including a Grade 5 lunch (most likely in cohorts) and the yearbook.
 - Have booked Camp Thunderbird but it may end up being a day trip or trips among cohorts.
- Next Meeting: December 8, 2020

Meeting Adjourned: 7:25pm