



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

October 12, 2021

Present:

Co-Presidents: Anya Rodenburgh Yang &
Heather Galey
Treasurer: Melissa Joyce
Secretary: Trish Jackson Mitchell
Volunteer Coordinator: Krista Henzie
Wellness & Digital Safety:
COPAC Representatives: Eva Castelsky

Members at Large: Mei Wang, Leanne
Quon-Turple, Meghan Birch
Principal: Tom Vickers
Vice Principal: Leila Sinclair-Wise
Guests: Teri VanWell (School Trustee,
South Saanich), Witney, Alex Matthew

Regrets:

Vice President: Priyanka Gupta
Communications Coordinator: Kelsey Norlund
Members at Large: Lindsay Bryden

Call to Order: 6:32pm

Welcome, Introduction & Thank Yous

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

Approval of September 2021 Minutes

Approval of September 2021 Minutes (attendance amended)

Moved – Leanne Quon-Turple

Seconded – Anya Rodenburgh Yang

Correspondence

- Thank you email from Stephanie Kenney was received for the classroom allowance provided by LEPAC



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Administration Report

October 2021

CALENDAR	October 11 - October 15		October 18 - 22	
	Mon 11	• Thanksgiving Day - Statutory Holiday	Mon 18	• FSA online
<u>October</u> 12 Staff Meeting 13 EA Meeting 21 Mgmt Team Meeting 21 ShakeOut BC 22 Non-Instructional Day 25 Fruit/veggie delivery 27 Photo Retakes 29 Pumpkin Run 29 Fun Lunch - Pizza 31 Halloween	Tues 12	• FSA practice • Staff Meeting 3:10 • LEPAC Meeting 6:30	Tues 19	• FSA online
	Wed 13	• FSA practice • EA meeting 3:00	Wed 20	• FSA online
	Thu 14	• FSA Practice • Health and Safety Meeting- 3:00 in LLC	Thu 21	• Great Shakeout BC • FSA online
<u>November</u> 8 Leadership Meeting 9 Staff Meeting 10 EA Meeting 11 Remembrance Day 12 Non-Instructional Day 15 Fruit/veggie delivery 19 Fun Lunch - Subway 24 Early Dismissal 25 Early Dismissal 29 Fruit/veggie delivery	Fri 15	• FSA Practice	Fri 22	• Non-Instructi onal Day
<u>December</u> 2 Mgmt Team Meeting 10 Fun Lunch - Pizza 14 Staff Meeting 15 EA Meeting 20-31 Winter Break				



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Information Items:

Appreciations	<ul style="list-style-type: none"> • Thank you to LEPAC for the beautiful sound system - it has been put to good use already! Also a big thank you for the screen / projector in the gym that the staff are grateful for every time they use it. • Thank you to Ms. Sinclair-Wise for taking the lead on medical and safety items in September.
Mission Statement	<ul style="list-style-type: none"> • We foster an environment of respect and belonging, where we honour and value each child, building the skills and mindset to thrive in the world.
Lochside Core Values	<ul style="list-style-type: none"> • Respect, Honesty, Belonging, Compassion, Responsibility, Courage & Fairness
School Goals	<ul style="list-style-type: none"> • To foster the mental well-being and emotional literacy of all staff and students through positive relationships and core competency skill development within personal and social responsibility. • All students and staff will strengthen connections to and develop an understanding of Indigenous traditions, cultures, histories, and ways of knowing. • To foster literacy development with a focus on achieving reading and writing proficiency by supporting students in their emerging literacy skills
District Literacy Assessment	<p>We wanted to give you an update on the work that we have been doing on the District Literacy Assessment. Firstly, we wanted to remind everyone of the purposes of the DLA:</p> <ol style="list-style-type: none"> 1. To inform instruction throughout the year 2. To allow staff to understand how a student's literacy has progressed over time 3. To identify themes for the district to focus on and support. <p>In response to feedback and in collaboration with teachers throughout the district, we have:</p> <ul style="list-style-type: none"> • Revised the Grade 1 and 2 assessments. The assessments now include critical reading targets: phonological and phonemic awareness, phonics, sight words. There will be a pro-d on Oct 22 for primary teachers interested in learning more--link • Revised the grade 3 assessment to include a sight words component • Completely revised all grade 3-9 reading texts • Provided teacher answer guide • Revised all rubrics



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	<ul style="list-style-type: none"> • Made texts are accessible using the Google ReadWrite Web toolbar • Included a fluency observation checklist on the running records <p>We are still working on:</p> <ul style="list-style-type: none"> • Student exemplars • Strategy booklet • Revisions of spring assessments (will mirror the revisions made to the fall assessments) <p>We have uploaded the assessments and included printable links on the hub --This link will not be live until Tuesday am. https://hub.sd63.bc.ca/enrol/index.php?id=165 (log in required).</p> <p>Please note that this assessment is optional in the fall. We still welcome any suggestions you may have. Please send these suggestions to Darcy McNee or Carly Hunter.</p> <p>I would like to extend a big thank you to all of the teachers who have helped with revising and piloting these new materials as well as the excellent leadership of the district leadership teachers.</p>
Christmas Card Project	<ul style="list-style-type: none"> • Art will be completed by October 15th. Here's the details for teachers to know this link https://www.thecardproject.ca/guidelines.php
Class Lists for Parent Use	<ul style="list-style-type: none"> • Individual teachers may wish to provide a contact list so families within the class can organize playdates. If so, parents in the class are sent a permission letter so they can give signed consent for their information to be shared. Parent reps can discuss this option with the classroom teacher.
Pokemon/ Cards	<ul style="list-style-type: none"> • Wednesday is a day our students are permitted to bring cards to school. Please emphasize that there is to be "NO" trading.
Duty to Report	<ul style="list-style-type: none"> • If you have concerns for a child's well-being, safety and/security at home, please remember you do have a duty to report concerns directly to MCFD. We have a process of having you make the call and fill out a notes page which is kept strictly confidential in Tom's office. If you need support with this, please speak confidentially to Tom, Leila, Mara or perhaps another member of the Learning Services Team.



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ShakeOut Day October 21 @ 2:00 pm	<ul style="list-style-type: none"> • International ShakeOut Day is always the third Thursday of October (this year: October 21st). While COVID-19 has brought many uncertainties and challenges, one thing's for sure: ShakeOut is still happening this year! • Here is the link for more information on COVID 19 ShakeOut. • Line ups will be as follows: See the map here.)
CBC Music	<ul style="list-style-type: none"> • We will be entering the CBC Music Class Challenge this year. We will make a video of a cover version of one of 20 pre-selected Canadian songs. The videos will be sent to the CBC for judging, and potentially shared widely on the internet. https://www.cbc.ca/music/events/canadian-music-class-challenge/here-are-the-songs-for-the-2021-canadian-music-class-challenge-1.6144740 • Grade 3, 4, 5 students are currently learning a song called Ode'min Giizis - Strawberry Moon for the challenge. We will enter a Grade 3 video, and a Gr. 4-5 video, in two respective categories (Primary Vocal and Elementary Vocal). I am considering a Grade 2 video to also enter in Primary Vocal. • Students will take home permission forms that must be returned in order to participate. Participation in the video is optional, however, all students will learn the music during class time.
Wish Tree	<ul style="list-style-type: none"> • We are going to do a digital "Wish Tree" again this year through our PAC. Please send Tom the needs/wants for some of the families who will be needing support this Christmas. • Please include any students that would need "Fun Lunch." We will be adding that to our Wish Tree this year. • We hope to have the tree completed by the end of October to give families extra time for shopping.
Halloween	<ul style="list-style-type: none"> • The Leadership/Admin team is recommending that this year we will continue the fun element of celebrating Halloween and invite staff and students to dress up in costumes, wacky hair, or orange and black - whatever is the best fit for each person. • We will have a Pumpkin Run in the afternoon. We will divide the groups into Primary & Intermediate
Halloween Costume Criteria	<ul style="list-style-type: none"> • Costumes you can move in. Students will need to be active as we are offering a Pumpkin Run • Nothing covering your face (other than a health mask)



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	<ul style="list-style-type: none">• Nothing that will distract from your learning or the learning of others.• Optional “Wacky Hair” or “Orange & Black”• No trading of costumes• Nothing in hands (Weapons, wands etc)
Pumpkin Decorating	<ul style="list-style-type: none">• We will have 20 pumpkins being delivered on the morning of October 18. We are hoping that each division will decorate a pumpkin and we will have them displayed for the PAC Pumpkin Search and our Pumpkin Run.
Pumpkin Run October 29th	<ul style="list-style-type: none">• Weather permitting we will be having a Pumpkin Run for any classes interested.• We will have primary students run from 1:15 - 1:30. Intermediate from 1:45 - 2:15

Discussion Items

District Strategic Plan	<ul style="list-style-type: none">• Strategic Plan draft at the District level was presented• Literacy, Mental Health & Wellness, Indigenous Learner Success are the 3 goals at the District level, which align with Lochside’s school goals• Meant to be a living document and will engage parents, students and the wider community in developing the plan and providing input• Consultation survey is available and families are encouraged to participate and share their thoughts
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Tom is in discussions to find an artist to carve the welcome pole for Lochside. Hope is that it will be carved on site so that students can be part of the process and see the pole take shape.

Reports / General Business

President’s Report: Anya Rodenburgh Yang & Heather Galey

- First Fun Lunch was on October 1st and went very well.
 - o Grade 4-5s were very happy to help out and enjoyed the responsibility
 - o Huge thank you to Kirsty for all her work organizing Fun Lunch!
- Virtual wish tree and holiday food drive will be happening in December so stay tuned for more information
 - o Food drop off will happen over two days - December 2 & 3rd



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- o Wish tree will start in November as soon as we have the wishes finalized
- Holiday book shop is happening this year.
 - o Thank you to Eva for coordinating the book shop this year!
 - o Families will be asked for book donations, then on a designated day children “shop” for books for family members.
 - o Call out for volunteers to help with organizing books and wrapping will happen closer to the time
- Heather will be graduating from Lochside at the end of the year so the search is starting for a co-president to work with Anya next year. If you’re interested or know someone who might be, please reach out to anyone on the LEPAC executive.
 - o LEPAC is also still looking for a Wellness and Digital Safety Coordinator

Vice President’s Report: Priyanka Gupta

- Nothing to report

Treasurer’s Report: Melissa Joyce

- Popcorn day raised \$1,644 so far, net of \$1,156
- Fun Lunch has earned over \$7,000 in revenue, with net over \$6,000 to date
- Current bank balance is over \$30,000; we are expecting confirmation regarding the Gaming Grant funds soon
- 2021-2022 Budget
 - o Deficit budget is being presented as fundraising revenue is expecting to be less this year, there are some funds that were pre-committed in previous years that need to be allocated this year (eg the welcome pole), LEPAC also has a very healthy bank balance that is better spent to benefit the school
 - o Trish moved to accept the budget as presented, all in favour (10), none opposed.

Volunteer Coordinator: Krista Henzie

- Reps for almost all classes have been found, some with co-class reps. Working to find parents for the last couple of divisions.
- Call out has gone out for the Halloween event next week - if interested please contact Krista or anyone on the LEPAC executive.

Wellness & Digital Safety Report:

- Position is currently vacant. Nothing to report.



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COPACS Rep's Report: Eva Castelsky

- Nothing to report, meeting coming up later this week

Other Business

- Spirit Wear
 - o Available now until October 24
 - o Orders are online only and only what is ordered will be sent to the school as everything is custom printed, we do not bring in any extra items
- Halloween
 - o Great Pumpkin Hunt happening on October 21st
 - Scavenger hunt for pumpkins with letters to solve a secret phrase and enter to win a prize
 - Pizza will be available for pre-order via the fun lunch system
 - Will be asking for cupcake donations to be purchased on site
 - Will be happening rain or shine
 - Costumes encouraged
- Next Meeting: October 12, 2021

Meeting Adjourned: 7:20pm