



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

September 14, 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: Kirsty Hooker, Michelle Molnar,
Luke Richards, Liz Matthews, Katherine
Barr

Regrets:

Vice President: Priyanka Gupta
Members at Large: Lindsay Bryden

Call to Order: 6:32pm

Welcome, Introduction & Thank Yous

- Anya welcomed everyone present to the meeting and gave a territorial acknowledgement
- Everyone present at the meeting introduced themselves
- Thank you to the parent volunteers who helped with the Monks pickup - Leanne, Kelsey, Trish & Louisa
- Thank you to the Lochside staff and admin for getting us going with the new school year!

Digital Literacy Presentation

- Laura Molloy & Sherisse Norris gave a presentation on School District 63's digital literacy plan and what it means for Lochside
- Resources used by teachers and available for families in the Learning Commons section of the Lochside website: <https://sites.google.com/sd63.bc.ca/lochside-digitalliteracy/>
- Students will have a bookmark come home with the end of the year report card identifying the digital literacy skills they have learned throughout the year

Approval of June 2021 Minutes

Approval of June 2021 Minutes
Moved – Heather Galey
Seconded – Leanne Quon-Turple



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Correspondence

- None

Administration Report

September 14, 2021

CALENDAR	Sept. 13th - 17th		Sept 20th - 24th	
<u>September</u>				
14 Staff Meeting	Mon 13	• Monday Morning Meeting	Mon 20	
15 EA Meeting				
16 Welcome Back Picnic				
17 Staff Social	Tues 14	• Staff Meeting 3:00 pm • PAC Meeting 6:30	Tues 21	
27 Non-Instructional Day				
30 National Day for Truth & Reconciliation (Orange Shirt Day)	Wed 15	• EA Meeting 3:15 pm	Wed 22	
<u>October</u>				
8 Terry Fox Run/Walk				
11 Thanksgiving Day	Thu 16	• Welcome Back Picnic 5:30 - 7:00	Thu 23	
12 Staff Meeting				
22 Non-Instructional Day				
31 Halloween	Fri 17	• Staff Social 3:30 - 5:30	Fri 24	
<u>November</u>				
11 Remembrance Day				
12 Non-Instructional Day				

Information Items:

Welcome and Welcome Back	<ul style="list-style-type: none"> • Leila Sinclair-Wise Vice-Principal and Gr. 4/5 • Donnie Peterson Grade 4/5 • Chelsea Howells Grade 3/4
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	<ul style="list-style-type: none"> • Lisa Alexander Music/ Grade 4/5 • Rebecca Leet French
Welcome Back Picnic	<ul style="list-style-type: none"> • After review through our Health & Safety and Leadership teams we are happy to invite you to our "Welcome Back Picnic" Thursday, September 16th from 5:30 to 7:00. • Based on recommendations from our district we will be replacing our BBQ with a picnic dinner. We invite you to pack a picnic and bring a blanket to join us on our school grounds. • This is an opportunity for you to reconnect with our community in our beautiful outdoors.
School Population	<ul style="list-style-type: none"> • We are currently at 431 students with 20 divisions.
Policy 1360 Complaints & Concerns	<ul style="list-style-type: none"> • Here is the link to the procedures that the Board has enacted to deal with concerns are described in Policy 1360, "Complaints regarding Personnel, Programs or Procedures"
Drop Off & Pick Up	<ul style="list-style-type: none"> • Parents are strongly encouraged to drop off and pick up at one of the "drive to five" locations sent out with our recent newsletters • If parents are coming on site to pick up children, we ask them to physically distance from each other and from children not their own
Orange Shirt Day	<ul style="list-style-type: none"> • Students are encouraged to wear orange in support of all indigenous peoples. The fall return to school is a time to consider the legacy of residential schools. Students learn about the history and develop empathy for indigenous students who endured loneliness and feelings of alienation during the return to school to residential schools across the country. • Students will celebrate orange shirt day on September 29 as September 30 is a holiday.
Day Custodian	<ul style="list-style-type: none"> • We will have a day custodian in from 9:30 - 12:30.
Earphones	<ul style="list-style-type: none"> • In order to meet health and safety protocols we are asking for each family to send in their own earphones in a labelled plastic bag.



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Terry Fox Run	<ul style="list-style-type: none"> • We pushed this event back until 08 October so people would not feel rushed. • Media for this = books, DVDS, are available in the library - Thank you Mary-Anne and Laura for setting this up! • We will also send out information with additional info regarding fundraising (Toonies for Terry etc.). If anyone wants to help with this, let Stana or Matt know 😊
Gaga Ball Expectations	<ul style="list-style-type: none"> ☰ GAGA Ball at Lochside
Christmas Card Project	<ul style="list-style-type: none"> • Art should be completed by October 15th. Can we set a deadline of October 14th, so that I can package and get into the mail on Oct 15th? • Here's the details for teachers to know this link https://www.thecardproject.ca/guidelines.php
Criminal Record Checks	<ul style="list-style-type: none"> • Volunteers working with students in school, accompanying classes on a field trip, or acting as a volunteer driver with students are required to complete a Criminal Record Check for the school district every three years. A list of approved volunteers is maintained by the district and schools have access to check names to ensure that a valid CRC is in place. <p>School Volunteer Information. Here is the link: https://www.sd63.bc.ca/parents-students/school-volunteer-information</p>
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.
Early Dismissal Days 2021-2022	<p>Early Dismissal Dates to Note::</p> <ul style="list-style-type: none"> • Wednesday, Nov. 24, 2021 • Thursday, Nov. 25, 2021 • Wednesday, March 2, 2022 • Thursday, March 3, 2022



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Non Instructional Days	Non-Instructional Dates to Note: <ul style="list-style-type: none">• Monday, Sept. 27, 2021• Friday, Oct. 22, 2021• Friday, Nov. 12, 2021• Friday, Feb. 18, 2022• Monday, Apr. 25, 2022• Friday, May 20, 2022
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Reports / General Business

President's Report: Anya Rodenburgh Yang & Heather Galey

- Teachers are interested in having class reps - PAC will put out a call to arrange for reps for each class
- Fundraisers
 - o Art Card Fundraiser
 - Did this in the spring last year, this year the cards will be produced in time for Xmas
 - All children will come home with a card with their artwork, regardless of purchase
 - o Purdy's Holiday Chocolate Fundraiser
 - Orders will start in November, close the last week of November with delivery first week of December
 - Call outs will come for parent volunteers closer to the time
- Fun lunch is happening this year!
 - o Huge thank you to Kirsty for organizing fun lunch.
 - Looking for parent volunteers to help out
 - Will have Grade 4-5 students help out with food distribution

Vice President's Report: Priyanka Gupta

- Nothing to report

Treasurer's Report: Melissa Joyce

- Presentation of proposed budget
 - o There was some discussion about the budget items and questions answered



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- Budget will be posted and then voted on at the next meeting

Volunteer Coordinator: Krista Henzie

- We are hoping to have more need for volunteers this year and we'll do as much as we can! Please keep your eye out for requests for volunteers over the year!

Wellness & Digital Safety Report:

- Position is currently vacant. Anya read the description from the LEPAC constitution.
- Please let someone on the LEPAC executive know if you or someone you know might be interested in filling the position

COPACS Rep's Report: Eva Castelsky

- Nothing to report, meeting coming up later in the month
- Eva gave an overview of COPACS

Other Business

- Spirit Wear
 - Planned for the end of September, more details to come in the weekly update for how to order
 - Please contact Trish if you have any requests/ideas for specific items
 - 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
 - Looking for ideas for a way to celebrate Halloween with the community without having a lot of people in the school
 - Possibility is a pumpkin scavenger hunt around the school
- If anyone is available to help put the school packages together, parents are volunteering tomorrow morning (September 14) at 9:30am
- New Business: Meeting Style
 - Request to have the meetings be both online and in person
 - Created a lot of technical problems and stress so would have the meetings either fully online or in person
 - Want the community to feel comfortable to participate



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- Next Meeting: October 12, 2021

Meeting Adjourned: 7:19pm