



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

January 10, 2023

Present:

Co-Presidents: Anya Rodenburgh Yang
Vice President: Priyanka Gupta
Secretary: Trish Jackson Mitchell
COPAC Representative: Amy Wang
Members at Large: Kelsey Norlund, Kaylee Szakacs
Volunteer Coordinator: Krista Henzie

Wellness & Digital Safety: Michelle Birtwell
Principal: Helena Takhar
Vice Principal: Leila Sinclair-Wise
Guests: Mei Wang, Jessica Hoener, Megan Madsen, Christine Cameron, Tiffany Congdon

Regrets:

Co-Presidents: Eva Castelsky
Treasurer: Melissa Joyce

Communications Coordinator: Vacant

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

Approval of November 2022 Minutes

Moved – Kelsey Norlund

Seconded – Tiffany Congdon

Correspondence

- None

Administration Report

CALENDAR	Jan 9-13		Jan. 16 - 20	
	Mon 9	•	Mon 16	•
	Tue 10	• Staff Meeting • LEPAC Meeting at 6:30 pm	Tue 17	• Healthy Schools Mtg



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27 Family Literacy Day February 14 Teacher Staff Mtg 14 LEPAC mtg 6:30pm 17 Pro-D Day 20 STAT - Family Day 25 Bottle Drive March 01-03 Book Fair 02 Early Dismissal@1:48pm 03 Early Dismissal @1:48pm 10 Fun Lunch 13 Report Cards home this week 14 Teacher Staff Mtg 14 LEPAC Mtg 6:30pm 15 Popcorn Day Spring Break: March 20-April 03	Wed 11	<ul style="list-style-type: none"> EA mtg 3:05pm Popcorn Day Heggerty Inservice 	Wed 18	<ul style="list-style-type: none">
	Thu 12	<ul style="list-style-type: none"> 	Thu 19	<ul style="list-style-type: none"> Admin at Mngt Mtg (pm)
	Fri 13	<ul style="list-style-type: none"> Trustee Vandall & Trustee VanWell visit Fun lunch 	Fri 20	<ul style="list-style-type: none">

Information Items:

Appreciations	<ul style="list-style-type: none"> Charles Kovacs for organizing lunch time activities for all students in the gym Laura Molloy grateful to staff for their warm welcome which has made the transition back to school from maternity leave so easy. Helena Takhar to the entire community(staff, students & parents) for welcoming me back to Lochside with so
Staffing update	<ul style="list-style-type: none"> Mary-Anne Babcook retiring January 20 Dominique Unger joining us from SIDES Cathy Sihoe remains on LOA - we thank Mykaila Sadler for teaching up until today. Beginning tomorrow is Miss Kirsta Reid. She was part of our ELL teaching team last year.



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Safe Arrival	<ul style="list-style-type: none"> All students who are late need to sign in at the office, especially if they are coming in from their classroom exterior door
Medications at School	<ul style="list-style-type: none"> Just a friendly reminder that medications cannot be sent to school via student's backpacks / lunch kits. A special medical administration form needs to be filled out by a doc that gives staff permission to administer medication. All medication must be stored in the office; unless it is an epipen and has been listed in the anaphylaxis medical plan.
Trustee Tour	<ul style="list-style-type: none"> Friday, January 13, trustees are coming to Lochside: Vandall, VanWell & possibly McMurphy with Assistant Superintendent Paul McKenzie from 10:15-10:45am
Basketball	<ul style="list-style-type: none"> Sign Up was today for interested students in Grades 4 and 5. Over 40 students signed up
Lunch Monitors	<ul style="list-style-type: none"> Starting for Kindergarten and grade 1 classes - today was the first day, and they were very excited and did a great job. Thank you to Mrs. McDonnell for organizing this
Family Literacy Day	<ul style="list-style-type: none"> January 27 Families are invited to come in to read with their child(ren) at 8:45am Students are invited to dress up as their favourite book character More information closer to the date
Literacy School Goal	<ul style="list-style-type: none"> Continued focus on this goal as a school Small group attend pro d tomorrow regarding Heggerty - will share out with whole staff Continued teacher release time to collab with teachers around the Heggerty program Continue to have student literacy engagement activities each term to support this goal. Family Literacy day is one activity and the possibility of others for this term are being discussed by the committee.
French Department	<ul style="list-style-type: none"> Could not book Maple Man Going to build ice castles for Carnival Castle building on Feb 7th - 8:45am More information will come out closer to the date. Families are encouraged to start freezing different containers/shapes now. Ice can be various colours Continuing to look into other cultural activities throughout the year



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Supporting Families through the SAF Fund	<ul style="list-style-type: none">• Funds finished by April 30• Leniency for some funds to be used May/June if already stated as a long term plan
Healthy Schools	<ul style="list-style-type: none">• Wellness Grant received this year for staff wellness• First district mtg is on 17th with a focus on: Anti-racism, food security, trauma informed practiced, mental health, literacy
New Students	<ul style="list-style-type: none">• 1 new student in grade 4 - enrolment up to 439

- Will unfortunately not be a swim team / swim meet this year due to challenges with the swim club having enough staff
- Basketball will have practices at lunch and a jamboree before Spring Break

Reports / General Business

President's Report: Anya Rodenburgh Yang & Eva Castelsky

- Events coming up in the calendar for the remainder of the year:
 - Feb - Home Alone Program (dates still TBC)
 - Feb 7 - Carnival celebration - ice castle building
 - Feb - Kindness Month, Pink Shirt Day
 - March 1-3 - Russell Books Book Fair
 - In person in the Learning Commons this year so we will need volunteers. Watch for the sign up!
 - April - TC 10K
 - May - Kindergarten Orientation
 - May 1-7 - Screen Free Week
 - May 23-36 - Staff Appreciation Week
 - May 31 - Camp Imadene for Grade 4-5
 - June 23 - LEPAC Fun Fair
 - June - Year end assembly, beach day for Grade 5s
- Extra books that are left over from the Book Shop are in the multipurpose room. Staff are invited to go through them and take anything they would like before the books are moved off site.
- Have received approval to add a second bottle bin in the parking lot

Vice President's Report: Priyanka Gupta

- Struggling to get parent volunteers for fun lunch.
 - Leila confirmed that it's possible to have Grade 5 students help out and that the



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intermediate classes will rotate in helping out.

- Have also had some issues with lunches going to the correct student / students thinking they have lunch ordered and perhaps don't.
- Science Fair
 - Leila and Helena are supportive but the initiative needs to start with school staff, have not heard yet if any staff are interested in taking this on for this year but will suggest it.
 - There may be a Maker Fair available for intermediate students. More information to come.
 - Possible to organize among parents and book space at the school? Will be explored further.

Treasurer's Report: Melissa Joyce (regrets)

- Bank balance is over \$34,200
- Recent revenue:
 - Fun lunch donations to sponsor kids - \$1,020
 - Book sale \$709.05
 - Card project raised just over \$1,900
 - Bottle bin has raised \$1,520 since Sept.
 - Purdy's over \$2,650
- Gaming account just shy of \$13,000
 - This has been used to cover aquarium maintenance so far
- \$300 for clubs in the budget that has not yet been used
- Classroom spending - have issued cheques for over \$2,400 but still many classes/teachers still to go. Admin will remind staff to get their receipts in.

Volunteer Coordinator: Krista Henzie

- Suggested that we send out the link to CRCs again in the weekly update for parent volunteers to help with getting parents to sign up for fun lunch. Highlight that it's free and can be done online.
 - Will also remind families attending the K orientation

Wellness & Digital Safety: Cam and Michelle Birtwell

- Michelle will get a Lochside team organized for the TC 10K
- Hiking map has been sent out, it may be worth sending out the form again so families can add their hikes to the map.



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COPACS Rep Report: Amy Wang

- COPACS meeting coming up this week
- November meeting items:
 - Suggestion to get student input into the Strategic Plan for the District
 - District in the process of rezoning a property that they own
 - New fundraising ideas presented out of BCCPAC
 - New fun lunch options for organizing fun lunch
 - Discussion on restarting the Vancouver Island Parent Conference
 - Lot of committees at the COPACS level for anyone interested in participating eg. Climate change, parent resources, transportation

Other Business

- Grade 5s - Tiffany Congdon
 - January 7 - bottle drive and tree chipping fundraiser was wet but successful
 - Lots of volunteers came out including many of the Grade 5s
 - \$600 raised from tree chipping, waiting to hear back about the bottle returns
 - Grade 5 hoodies were a huge hit
 - Work is starting on the yearbook
 - Plan to coordinate a photo with the Grade 5s in their hoodies, possibly with class photo day
- Next Meeting: February 14, 2023

Meeting Adjourned: 7:46pm