



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

February 14, 2023

Present:

Co-Presidents: Anya Rodenburgh Yang & Eva Castelsky
 Secretary: Trish Jackson Mitchell
 COPAC Representative: Amy Wang

Volunteer Coordinator: Krista Henzie
 Principal: Helena Takhar
 Vice Principal: Leila Sinclair-Wise
 Guests:

Regrets:

Vice President: Priyanka Gupta
 Treasurer: Melissa Joyce
 Wellness & Digital Safety: Michelle Birtwell

Members at Large: Kelsey Norlund, Kaylee Szakacs, Leanne Quon-Turple
 Communications Coordinator: Vacant

Call to Order: 6:32pm

Welcome, Introduction & Thank Yous

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

Approval of January 2023 Minutes

Moved – Eva Castelsky
 Seconded – Krista Henzie

Correspondence

- None

Administration Report

CALENDAR	Feb 13 -17		Feb 20 - 24	
	Mon 13	•	Mon 20	• Family Day (STAT)
	Tue 14	<ul style="list-style-type: none"> • Valentine Sock Hop • Staff Meeting • LEPAC Meeting at 6:30 pm 	Tue 21	<ul style="list-style-type: none"> • Earthquake Drill (Drop/Cover/Hold) - no evacuation
	Wed 15		Wed 22	<ul style="list-style-type: none"> • Kindness Day • Wear Pink



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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	Thu 16	<ul style="list-style-type: none"> • Spelling Bee 	Thu 23	<ul style="list-style-type: none"> • Indigenous Peoples Atlas of Canada - Bayside at 7:00pm
	Fri 17	<ul style="list-style-type: none"> • Professional Development Day 	Fri 24	<ul style="list-style-type: none"> •

Information Items:

Thank You LEPAC	<ul style="list-style-type: none"> • A big thank you to LEPAC from the staff for: <ol style="list-style-type: none"> 1. Rainbow Carpet in front foyer. All the students love it. One student walked by and stated he thought it was AMAZING! 2. Classroom funds - teachers are so grateful to have these funds to purchase little nice extras for students, whether that be for crafts, games, or books. 3. For helping to clean out the PAC kitchen - huge job - so appreciated.
Staffing update	<ul style="list-style-type: none"> • Kirsta Reid will continue to teach in Div 9 until May 23, 2023 • Jenn Hodgkinson is our new Administrative Secretary (Monday-Wednesday) • Dominique Unger - Library Tech
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 students 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.
Loonie/Toonie Drive	<ul style="list-style-type: none"> • Students are campaigning to raise funds for those affected by the earthquake in Syria and Turkey. Campaign will run for one week (Feb 13 - 17).
Basketball	<ul style="list-style-type: none"> • Jamboree is on March 10. Students will need parent drivers. Games are between Bayside and Stelly's.



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Lockdown Drill	<ul style="list-style-type: none"> A lockdown drill will be performed on April 26. This drill is run by the Saanich Police School Liaison officer. Constable Dean Robson will attend the PAC mtg on April 11 to explain the purpose of the drill and to answer any questions.
Author Visit	<ul style="list-style-type: none"> Indigenous Author - Sam Benyon will be sharing her story Oolichan Moon with all students K-5 on Tuesday, Feb 21/Wednesday Feb 22
Sock Hop and Pink Shirt Day	<ul style="list-style-type: none"> Valentine's Day - students were invited to come to the gym for a dance party. Great fun was had by all. Feb 22 - Pink Shirt Day - students are invited to wear pink to show their support towards the global Anti-Bullying initiative.
Report Cards	<ul style="list-style-type: none"> Report cards will be distributed on Thursday, March 16. Please return the envelope. Open House on March 2. Each classroom will have a unique set up so be in contact with your child's teacher.

Satisfaction Survey	<ul style="list-style-type: none"> Admin will conduct a Satisfaction Survey with grade 4 students over March 6 & 7. Parents are invited to fill out the parent version of this survey - link will be available on school website March 13 - April 28, 2023
Russell Book Fair	<ul style="list-style-type: none"> March 01 8:10am-4:00pm March 02 8:10am - 3:30pm March 03 8:10am-3:30pm <p>Teachers are able to bring their students through as a walk about.</p>
Indigenous Peoples Atlas of Canada	<ul style="list-style-type: none"> Parent meeting at Bayside - Feb 23 at 7:00pm Lochside will have the map in our Gym for students to engage and learn about - week of March 13th. Parents will be invited to come in and see it afterschool TBD

- *Ready, Set, Learn* happening in the STAUTW (Tsawout) Community Centre on April 18 from 3:30 to 5:30
 - Rather than being held at individual schools this is being done as a District-wide event this year

Reports / General Business

President's Report: Anya Rodenburgh Yang & Eva Castelsky

- Trish moved to allocate an additional \$1,500 to the cost of a Buddy Bench for the playground.



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- o All in favour, none opposed.
 - o The budget line item for playground equipment / shed will be allocated to the installation of the bench.
 - o \$1,500 has already been allocated from last year's budget.
 - o The total for the bench including installation is just over \$3,900
 - o Hope is to have it installed before the end of the school year but Helena will keep us posted as it will ship from out of province.
- We'll be selling Purdy's for Easter this year. Flyers will come out this week and orders will close late March.
- Events coming up in the calendar for the remainder of the year:
 - o Feb - Kindness Month, Pink Shirt Day Feb 22
 - o 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!
 - o March 8 - Home Alone Program
 - o April - TC 10K
 - o May - Kindergarten Orientation at Lochside
 - o May 1-7 - Screen Free Week
 - o May 23-26 - Staff Appreciation Week
 - o May 31 - Camp Imadene for Grade 4-5
 - o June 23 - LEPAC Fun Fair
 - o June - Year end assembly, beach day for Grade 5s

Vice President's Report: Priyanka Gupta (regrets)

- Nothing to report

Treasurer's Report: Melissa Joyce (regrets)

- Reminder to teachers to please use their classroom spending budget
- There is also \$300 for clubs that has not yet been spent
 - o Helena noted that Mr. Kovacs will be holding a spelling bee so perhaps some of this money could be used for prizes
 - o They will also reach out to other staff to see if there are any other clubs who could use some funds

Volunteer Coordinator: Krista Henzie

- Krista will do a signup for the bottle drive coming up on Feb 26 from 11 - 2
- Still looking for volunteers for the book fair but will share the call out with the class reps



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again.

Wellness & Digital Safety: Cam and Michelle Birtwell (regrets)

- Michelle has organized a Lochside team for the TC 10K
 - Currently have 33 people registered
- Michelle to meet with Cody (IT at the District) and Admin to do a safety check. Leila will follow up with everyone to nail down a date.

COPACS Rep Report: Amy Wang

- Discussion at the last meeting (from climate change committee) regarding recycling and composting and to encourage school-led initiatives
 - Lunches at Lochside are pack-in / pack-out to reduce waste at the school; there is paper recycling but nothing else
 - Often comes down to a staff member spearheading the initiative on their own time
- Proposing some anti-racism speakers for later in the year
 - Helen confirmed that there is a district anti-racism action plan that is being implemented by staff across the district and that there are ongoing discussions happening at Lochside with students around diversity, inclusion and having no tolerance for racism in the school
- Lots of committees looking for volunteers.
- COPACS Treasurer is at the end of their term, they are looking for someone to fill the position.

Other Business

- Having Grade 5s help with Fun Lunch is working well so far and we can continue.
 - Leila has been rotating through the intermediate classes.
 - If getting volunteers continues to be an issue then we may have to shift the food offering to those items that require less volunteer intervention (ie Subway rather than pizza)
- Spring Spirit Wear will be available for the first 2 weeks of March, with delivery for after Spring Break
- Next Meeting: April 11, 2023

Meeting Adjourned: 7:40pm