



School Advisory Council Annual Report – June 2026

School	Sycamore Lane Elementary
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SAC Chair: Jo-Lynn Pettipas			
SAC Parent members: Jo-Lynn Pettipas Tera-Lynn Beaton – Vice Chair	SAC Community Members: Sean Kelly Eric Drew Vice-Chair	SAC Staff Members: Amanda Pashkoski Caitlyn Lovett - Secretary Lisa White Shauna Boudreau - Principal	SAC Students Members:

Please describe a summary of work undertaken by the SAC to improve student achievement and school performance.

Our work focused on deepening understanding of the role of the School Advisory Council (SAC) within the public school system, including how SAC spending can be strategically used to improve student achievement. The team also reviewed key topics, including the SAC Conference, Safe Schools Policy, and Healthy Schools Policy, to ensure alignment with system priorities and a supportive learning environment for all students. Priority was placed on enhancing the school library environment, with SAC resources directed toward improving access to high-quality materials and creating spaces that promote literacy development. School members shared the goals for the School Success Plan (SSP) in literacy, mathematics, and well-being. A particular focus this school year was on writing achievement, with targeted instructional strategies. The decision to allocate SAC funds was to support student growth and strengthen overall literacy outcomes.

Please list any significant milestones and success stories that the SAC would like to highlight.

SAC has decided to make a two-year commitment to improving the school library environment and resources to increase literacy development and achievement. The first improvement is shelving units, and the second phase will be to purchase comfortable seating for students in the library.

Please describe any related sub-committee work undertaken by SAC members (e.g., School Options Committee).

No sub-committee was developed this year.

Statements of Revenues and Expenditures:

Expenditures supporting the school improvement plan (e.g., providing resources to support math and literacy instruction).

A purchase order has been submitted for the following items:



June 11, 2026

Quotation No: CM260610-2-R1

Sycamore Lane Elementary
69 Sycamore Lane
Lower Sackville, NS, B4C 1E8
T: 902-864-6730
E: caitlyn.lovett@hrce.ca

Attention: Caitlyn Lovett

Thank you for the opportunity to provide a quote for your library.

Palmieri Durecon Wood Shelving

A) Double-face, 2-tier with 12"D (11 ½" actual) plain shelves

Qty 2 Starter, 37 3/8"W x 23 ½"D x 36"H

Qty 2 Adder, 36 5/16"W x 23 ½"D x 36"H

Total A: \$4,280.00

B) Freight with tailgate (liftgate) delivery, inside delivery not included

Total B: \$370.00

Total A & B: \$4,650.00

Wood Finish: Natural Maple

HST extra | Estimated delivery: 9 – 10 weeks after all approvals

Sycamore Lane Elementary School Royal Bank of Canada General		Detailed Category Summary - All Transactions To Date					Report #2 04/01/2025 03/31/2026 Date ... Range 2025-2026	
Summary for: SAC Grant Cat. #: 10500		Contact Person: Balance Forward: \$5,490.89						
Date	Transaction	Description	Debit	Credit	Tax Paid	Tax Rebate	Cleared	Balance
04/04/2025	Check 5900	HRCE - SLES Instructional Acct # 786400-64221610 Reimburse Instr Acct per S. Boudreau email Apr 2 2025 Inv#	\$1,792.50				☒	\$3,698.39
06/27/2025	Check 5936	HRCE - SLES Instructional Acct # 786400-64221610 Reimburse Inst Acct for S. Boudreau VISA purchases Inv#	\$736.23				☒	\$2,962.16
11/28/2025	Direct Deposit 2500007854	from HRCE for SAC		\$5,243.00			☒	\$8,205.16
12/03/2025	Check 5942	HRCE Reimburse SLE Instructional Account Inv#	\$294.65				☒	\$7,910.51
			\$2,823.38	\$5,243.00				\$7,910.51
Opening Balance: \$5,490.89			2,823.38	5,243.00	0.00			\$7,910.51

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Date	Transaction	Description	Debit	Credit	Tax Paid	Tax Rebate	Cleared	Balance
04/23/2026	Transfer 78	Waiting for bill to pay for new school phones	\$2,660.50				☒	\$5,250.01
			\$2,660.50					\$5,250.01
Opening Balance: \$7,910.51			2,660.50	0.00	0.00			\$5,250.01

Expenditures supporting policy development and implementation (e.g., supporting and promoting new policies).

No funds were spent to support policy development and implementation.

Expenditures covering operational expenses; up to 20 per cent of provincial SAC funding may be used as operational expenses, if necessary, to encourage and support member participation).

No funds were spent to cover operational expenses.

Please return to School Supervisor by Monday, June 15, 2026. Thank you.