**Sycamore Lane Elementary School**

**School Advisory Council**

**Meeting Minutes**

**October 20th, 2021 at 6:00 p.m.**

**Attendance:** Caitlynn Lovett, Robyn England, Mary Middleton, Janice Graham

**Regrets:** Samantha Scallion

**Agenda:** Review Meeting Minutes from Last Meeting (Not relevant for this 1st meeting)

**Welcome:**

**Principal’s Report:**

* **1st Month of School Update:**
  + Class sizes were close to cap and over cap in 2 of our classrooms; however, with teacher approval, we kept all classes the same, without a need to reconfigure.
  + EPA support – an additional 50% allocation has been provided for our school; this is to support a student who moved from Pre-Primary to Primary.
  + Teachers have established clear guidelines and procedures for classrooms with students; have great communication with home and continue to provide updates to families when needed.
  + As a school, we have decided to forego having school assemblies until Covid numbers are consistently reduced enough that will make this possible to do so
  + We have also decided to not have a holiday concert this year because of the uncertainty of Covid.
  + Classes are going outside when possible for outdoor instruction and we are able to intermingle classes for some activities associated with learning buddies.
  + We will continue to order in breakfast food items to have available in every classroom (yogurt, granola bars, etc.) for when children should want a snack.
  + We now have the Lunch Lady up and running in our school – this company provides a variety of lunch menu items and parents/guardians are able to order and pay for items online for their children – this program is offered Tuesdays and Thursdays.
  + Mrs. Pashkoski is offering lunch time basketball time for our upper grade classes right now (Grades 4/5 and 5); we will look at additional lunch time programs as the year continues.
  + We are looking at having the Home Alone Program for all our Grade 5 students this year – this is a program that prepares our pre-teen children for being home alone and safety plans for when you are home alone.
  + School Clothing – we have set up our school on a website that offers a variety of clothing options with our school logo and colors – this has also been made available for families. The website is self contained and families can go online to order, pay online and the product is delivered to their home.
* **School Technology:**
  + A goal of the school would be to have technology in the hands of each student. We do have Chromebook carts that have enough Chromebooks on them for a class set and this is shared (one on top floor; one on bottom floor for classes to share). However, I would love for each child to have a dedicated to them Chromebook for use at school. This would allow teachers more flexibility in incorporating technology in their classrooms. We are about 100 short to have one in the hands of each student. I have inquired and have been able to get 15 additional Chromebooks, but we will have to figure out ways (i.e. fundraising opportunities, SAC funds) in order to purchase additional ones for the school. We can also look at Grant Writing opportunities to try and secure funds for this purchase.
* **School Communication:**
  + Reviewed importance of communication with school community around our Covid protocols and that these messages were more frequent in the beginning; however, there are reminders that go out as needed when we see things starting to change a bit (as an example: sending home the back-pack checklist for parents when students are forgetting water bottles or masks) – this will continue to be the practice as we move forward.
  + We continue to take our direction from Public Health, so as things get updated, we will pass along this information to our staff and school community.
* **Covid-19 Update:**
  + Overall, students have been compliant with mask wear and hand sanitizing procedures. Staff need to give continual reminders to some and we announce these reminders every day during our school morning announcements.
  + Cohorting classrooms (no buddy classes)
  + Continue with 2 recesses and may return to a rotational schedule where classes cycle through designated play zones outside
  + Lunch Rooms – will remain with their cohort class for their inside lunch time and in their designated play area for outside time
  + No outside performers/performances and non-essential visitors to school
  + Will not be having monthly assemblies or holiday concerts at this time.
* **Finances for SAC this year:**
  + We may receive the $5000.00 amount again this year
  + Will ask our SAC membership for ways in which we could spend those funds in another year where we will likely not be inviting in any outside performers/performances.

**Next Meeting:**

Respectfully submitted,

Janice Graham