

Advisory Council Meeting Summary

Date: September 18, 2025

Welcome and Introductions

- Ms. Goode welcomed all attendees and introduced participants seated at the table.
- Families were given the option to attend meetings either **in person or via Zoom**; the group agreed to keep both options available.
- Meetings will be held **every third Thursday of the month**.
- The goal of the Advisory Council is to:
 - Learn about school updates.
 - Bring and share new ideas.
 - Strengthen the home–school connection.
- The team has planned after-school events after each meeting to encourage attendance.

Superintendent’s Advisory Representatives

- Two representatives volunteered to serve on the Superintendent’s Advisory Council:
 - **Mrs. Misbah Javed**
 - **Mrs. Elena Moore**
- Their role is to share updates from **Dr. McDade** and report back to the Sinclair community.

School Updates

- The school year started **smoothly**, with only minor transportation challenges.
- Students have adjusted well and are comfortable in their routines.

Budget Overview

- **Total enrollment:** 615 students
- **Total budget:** Approximately **\$8 million**
- **Allocation:**
 - 95% covers **teacher, staff, and custodian salaries**.

- Remaining funds support **instructional materials, substitute coverage, and school operations.**
- The budget outlook has improved since August and is now looking good.

Staffing Highlights

- **10 ESL teachers**
- **3 Level II classrooms**
- **1 Head Start class**
- **2 Preschool classes**
- **2 Assistant Principals**
- Ms. Goode noted that these staffing levels reflect strong support for Sinclair's students and programs.

Parent-Teacher Organization (PTO) Discussion

- A proposal was made to create a **PTO** at Sinclair.
- The PTO would be a **separate entity** from the Advisory Council.
- A **President** and **Treasurer** would be required to form the group.

Continuous Improvement Plan (CIP)

Focus areas for the 2025–2026 school year include:

- **Language Arts:**
 - K–2: Strengthen encoding and decoding skills.
 - Grades 3–5: Improve comprehension and responses to high-level questions.
- **Math:**
 - Promote critical thinking and higher-order problem solving.
 - Provide scaffolds for students who need additional support.
- **Science:**
 - Encourage inquiry-based learning.
- **School Climate and Culture:**
 - Foster a safe, welcoming, and inclusive environment.

- Continue anti-bullying initiatives.
- **Student Achievement Goals:**
 - Close achievement gaps for **English Learners** and **Special Education students**.

Parent Time (Open Discussion)

Parents were invited to ask questions and share feedback. Topics included:

- **Parent-Teacher Conferences:** Families requested clarification on scheduling.
- **Tutoring:** After-school tutoring will begin in **January**.
- **Clothing Donations:** Families may donate gently used clothing through reminders in the newsletter.
- **Communication Overload:** Parents requested fewer or clearer messages.
 - Teachers will begin emails with “Hi Sinclair Family” for easier identification.
- **Student iPads:** Students will begin taking iPads home **after Back-to-School Night**.

Upcoming Events

- **Family Camp — October 18, 2025**
 - Daycare will be available.
 - Purpose: Equip parents with tools to support learning at home.
 - Translation services will be provided for multilingual families.

Parking and Construction Update

- Parking continues to be limited due to the ongoing construction of the **Global Welcome Center**.