Castle Hill Elementary

**SAC Minutes - 01/22/2019**.

**Attendance: (See sign-in sheets)**

**Call to Order:**

A meeting of the Castle Hill Elementary School Advisory Council was held in the Art room on 01/22/2019. Chair Dr. Melanie Fields called the meeting to order at 9:00 am. Dr. Fields will record minutes for this meeting.

**Minutes:**

Dr. Fields motions to approve the minutes of 12/11/2018, as is. Motion outcome was carried unanimously.

**Old Business:**

**New Business:**

* 1. Meeting was called to order at 9:00 am in the Art room. There were 9 members and 5 guests present at the meeting. Old minutes were read and discussed and then motioned. Quorum was not met, and so information will be presented again at the December 11, 2018 meeting.
	2. **21st CCLC:** Dr. Melanie Fields discussed the 21st Century Community Learning Center Program held at Castle Hill. Dr. Fields is the site coordinator for the afterschool enrichment program, which is free for 80 students in grades second through fifth. The program is running effectively so far. Summer applications will be going out in April.
	3. **Student Achievement and Data Updates**: Dr. Jessika Timmons, the Literacy Coach discussed student achievement and data. She shared with parents, resources they could use at home and interventions being used in the school to improve reading.
	4. **Upcoming Assessments**: Dr. Timmons discussed with parents that students in grades 3 through 5 were taking the Broward Standards Assessment (BSA) and how data in ELA, Math, and Science will stand as an indicator of what students should get on the Florida Standards Assessment (FSA) that students in third through fifth grade will take in April. Dr. Timmons shared with parents that students in grades K through five are taking the Benchmark Assessment System (BAS), which assesses what grade level students are currently reading on.
	5. **Announcements and Important Information/Attendance:** Mrs. Letitia Ingram-Phillips, Principal, and Dr. Christopher Gentles, Assistant Principal, discussed attendance and resources available on the school site.
	6. **Upcoming events:** Dr. Timmons talked about Literacy Week which will take place January 28-February 1, 2019 throughout Florida. Dr. Timmons will send home a flyer for planned events at the school. The Winter Festival has been rescheduled to January 31, 2019 at 5:30 in the school’s parking lot. Student council will be having a Krispy Kreme doughnut sale, which will start January 28, 2019. Doughnuts will be $10 a box and buyers will receive a certificate to go pick up the doughnuts from the shop.
	7. **Questions and Answers:** Parents discussed how parking is an issue with the new security system of locking the gates and how it is affecting the attendance of events at the school.

**Next Meeting Date & Time:**

The next meeting will be held on at 9:00 am in the Art room. \_\_

**Meeting Adjournment:**

Motion: Dr. Fields motioned to adjourn the meeting at 9: 30 am. Motion carried unanimously.

Submitted by, Melanie Fields, Chair\_\_\_\_\_, Approval Date: \_\_\_