Castle Hill Elementary

**SAC Minutes - 11/7/2018**.

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

**Call to Order:**

A meeting of the Castle Hill Elementary School Advisory Council was held in the Media Center on 11/7/2018. Chair Dr. Melanie Fields called the meeting to order at 5:00 pm. Dr. Fields will record minutes for this meeting.

**Minutes:**

Dr. Fields motions to approve the minutes of 10/29/2018, as is. Motion outcome was carried unanimously.

**Old Business:** By-Laws were reviewed, discussed, and approved as is by Committee. Ms. Francis, School Guidance Counselor, went over the Social and Emotional Learning (SEL) wheel with parents and discussed events that will take place throughout the school year. Mrs. Phillips, school principal, discussed the UNIGIG grant and how it will help move our school letter grade up. Parent volunteers were discussed, and parents were told how they could sign up electronically. Funds were requested from the Accountability funds and committee voted unanimously to approve requests. Report cards and interims were discussed as well as students receiving extra help and practice via technology and with packets sent home. The Community Liaison and Social Worker spoke briefly about their services to the school.

**New Business:**

* 1. Meeting was called to order at 5:00 pm in the Media Center. 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. Aftercare provider information was distributed and shared with committee as well as the guests present.
	3. Attendance was discussed with committee as well as the guests present. The importance of having students in school every day and on time was emphasized as it affects the education of the children.
	4. Dr. Jessika Timmons, Literacy Coach discussed the English-Language Arts curriculum and interventions being implemented to help students make improvements in reading. Dr. Timmons discussed iReady, which students can use at home or the public library, incentives she has in place for all students who make learning gains on iReady, and what parents can do to motivate their children at home.
	5. Mrs. Letitia Ingram-Phillips, Principal, and Dr. Christopher Gentles, Assistant Principal, discussed upcoming school events and how parents can help their children succeed at school.
	6. Report cards will go home on 11/14/2018 and parents should schedule at least 2 parent conferences. Parents need to hold students accountable for their work effort and behavior. Parent links will go out whenever the school is practicing Safety Drills such as Fire Drills and Code Red. The links will notify parents before the practice drill and after, so parents should not be alarmed and call or come to the school.

**Next Meeting Date & Time:**

The next meeting will be held on 12/11/2018 at 9:00 am in the Art room. \_\_

**Meeting Adjournment:**

Motion: Dr. Fields motioned to adjourn the meeting at 5:30 pm. Motion carried unanimously.

Submitted by,

Melanie Fields\_\_\_\_\_\_\_\_\_\_\_,

Secretary\_\_\_\_\_

Approval Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_