Castle Hill Elementary

**SAC Minutes - 03/20/2019**.

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

**Call to Order:**

A meeting of the Castle Hill Elementary School Advisory Council was held in the Cafeteria on 03/20/2019. Chair Dr. Melanie Fields called the meeting to order at 5:30 pm. Dr. Fields will record minutes for this meeting.

**Minutes:**

Dr. Fields motioned to approve the minutes of 02/19/2019, as is. Motion outcome was carried unanimously.

**Old Business:**

**New Business:**

* 1. Meeting was called to order at 5:30 pm in the Cafeteria. Old minutes were read and discussed and then motioned.
	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 applications are honored on a first come, first serve basis. The program is running effectively so far. Summer applications will be going out in April. Information was presented about the summer hours and activities. Transportation is provided during the school year and summer.
	3. **Announcements and important information:** Mrs. Letitia Ingram-Phillips, Principal, and Dr. Christopher Gentles, Assistant Principal, discussed attendance and resources available on the school site for those students with excessive tardies and chronic absences, They discussed how the students, teachers, and staff are working hard to move the school from a D status. They discussed how the front office will be remodeled to have a single-point entry and furniture will be needed, which will be the next project.
	4. Mr. Small, the Community Liaison went over the Parent Involvement Plan with the parents.
	5. **Upcoming Events:** FSA testing will take on April 2-3, 2019 for third grade students taking reading and for fourth grade students taking the writing assessments. May 1-2, 2019, fourth and fifth grade students will take the reading portion, and May 3 and May 5, 2019 fifth grade students will take Science.

**Next Meeting Date & Time:**

The next meeting will be held on April 23, 2019 at 9:00 am in the Art room. \_\_

**Meeting Adjournment:**

Motion: Dr. Fields motioned to adjourn the meeting at 6:00 pm. Motion carried unanimously.

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