Castle Hill Elementary

**SAC Minutes - 02/19/2019**.

**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 02/19/2019. 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 01/22/2019, 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 10 members and 4 guests present at the meeting. 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. **Accountability Funds**: Mrs. Letitia Ingram-Phillips, Principal discussed the budget cuts based on the FTE numbers. Items such as school and office supplies were cut from the budget. Mrs. Phillips entered an amendment to use the $2000 approved for school beautification to now go towards school and office supplies. A vote was entered and everyone voted to approve the amendment to purchase school and office supplies.
  4. **District Updates:** 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. School leaders discussed student data and stated that it looks good based on the district’s BSA. Content area Math really looks good, especially in third grade. 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. Thursday, February 21, 2019 is Early Release, with the time for pre-school students being 12:00 pm and the time for K-5 will ne 1:00 pm. FSA testing starts April 2, 2019. The SIstrunk Parade will be Saturday, February 23, 2019. For the FSA, volunteers will be needed to help purchase and pack snacks for students.

**Next Meeting Date & Time:**

The next meeting will be held on March 20, 2019 at 5:00 pm in the Cafeteria. \_\_

**Meeting Adjournment:**

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

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