Castle Hill Elementary

**SAC Minutes – September 12, 2018**.

**Call to Order:**

A meeting of the Castle Hill Elementary School Advisory Council was held in the cafeteria on September 12, 2018 . Chair Dr. Melanie Fields called the meeting to order at 5:30 pm .

**Minutes:**

**New Business:**

* 1. **Instructional Updates**: School Letter Grade of D was discussed with parents and why the changes such as extended school day has occurred. Castle Hill is back on the Lowest 300 list but is working on moving the school grade up to a B.
	2. **School Safety**: Pre-k and Head start students will be dismissed at 2:00 during regular school days and at 12:00 pm on Early Release Days. Kindergarten through fifth will be dismissed at 3:00 during regular school days and at 1:00 pm during Early release Days. Due to Safety procedures implemented district-wide, all schools must have all gates locked. Parents will have to call the front office if they need to enter the gate after it is locked. Parents need to drive the speed limit when entering the school’s parameter in and outside of the school. Speed bumps are in place to remind parents to slow down. Students are designated to meet in different areas of the school for dismissal. Walkers line up on the South side, bus riders on the North side, YMCA students are picked up by the YMCA staff, and car riders are picked up in the front of the school. If dismissal changes need to be made, parents are to send a note with the student. Gates are locked and opened at specific times during the school day. Parents have to call the front office to enter the school grounds. YMCA can be contacted after 4:00 pm and parents will have to call the number provided for YMCA. There is no cell phone usage allowed in the Drop Off Areas so that distractions are limited. No one is allowed to park in the front of the school because of traffic and safety issues. Parking spaces have to be used.
	3. **Title I Information**: Mr. Small, the new Community Liaison talked about Title I and how it is important for the school and families to work together to build stronger relationships for the students.
	4. **Social Emotional Learning (SEL):** Parents received a flyer displaying the SEL wheel as well as the breakdown of the SEL components.
	5. **Attendance:** Attendance was discussed as it is important for students to be in school daily. School starts at 8:00 am and so does instruction.
	6. **Free and Reduced Lunch**: All students receive free breakfast throughout the school year. The waiver for free and reduced lunch ends September 30, 2018. Parents were encouraged to go to the website at myschoolapps.com to complete an application to receive free and reduced lunch for their child or children.
	7. **Questions and concerns**

**Next Meeting Date & Time:**

The next meeting will be held on Monday, October 29, 2018 at 9:00 am in the Art room.\_

**Meeting Adjournment:**

Motion: Dr. Melanie Fields motioned to adjourn the meeting at \_6:10 pm. Motion carried unanimously.