

Castle Hill Elementary School

School Advisory Council (SAC) Meeting Agenda

Date: November 12, 2025

Time: 5:30 – 6:00 p.m. (30 minutes)

Location: Cafeteria

Facilitator: Mrs. Letitia Ingram-Phillips (Principal) / Dr. Brandi Grant (SAC Chair)

Recorder: Ms. Catina Rush (Secretary / BTU Representative)

Quorum Required: No

1. Welcome & Call to Order (2 min)

- Welcome and verification of quorum
- Motion to approve November 12, 2025 agenda

2. Approval of Previous Minutes (3 min)

- Review and motion to approve **October 29, 2025 SAC meeting minutes**

3. Principal's Report (5 min)

- Schoolwide updates and highlights
- Enrollment, attendance, and behavior trends
- Campus updates, safety, and upcoming events

4. School Improvement Plan (SIP) Implementation Update (6 min)

- Review of SIP goals and current progress
- Early academic and intervention data trends
- Adjustments to instructional focus areas
- Mid-Year Testing (STARR K-2/PM2 3-5) ELA/MATH

5. Attendance Initiative Update (4 min)

- Review of attendance data and trends
- Impact of attendance incentives and communication
- Next steps to support consistent attendance

6. 21st Century Afterschool Program Update (6 min)

- Enrollment and participation overview
- Academic and enrichment focus areas
- Upcoming family engagement opportunities
- Alignment to SIP goals

7. Title I & Family Engagement Updates (2 min)

- Upcoming parent involvement activities
- Ways SAC can support outreach

8. Public Comment (1 min)

- Open floor for parent or community input

9. Adjournment (1 min)

- Review of action items
- Confirmation of next SAC meeting (**December 17, 2025**)
- Motion to adjourn