

Castle Hill Elementary School
School Advisory Council (SAC) Meeting Agenda and Minutes

Date: February 18, 2026

Time: 5:00 – 5:30 p.m.

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 February 2026 agenda

2. Approval of Previous Minutes (3 min)

- Review and motion to approve January 27, 2026 SAC meeting minutes

3. Principal's Report (5 min)

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

4. Reading Night Recap & Impact (6 min)

- Overview of Reading Night activities and participation
- Student engagement highlights and family turnout
- Literacy strategies shared with families
- Feedback and reflections to inform future literacy events

5. School Improvement Plan (SIP) Progress Update (5 min)

- Review of progress toward academic goals
- Midyear data trends and instructional focus areas
- Supports and adjustments moving into the spring semester

6. Title I Updates & Talking Points (4 min)

- Overview of Title I supports and services
- Family engagement requirements and documentation
- Upcoming Title I events and resources for families
- How SAC supports Title I goals

7. Upcoming Spring Fest – March Planning Preview (3 min)

- Overview of Spring Fest goals and timeline
- Family and community engagement opportunities
- Ways SAC members can support planning and 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 (March 2026)
- Motion to adjourn