

CASTLE HILL ELEMENTARY SCHOOL  
School Advisory Council (SAC) Meeting Agenda

Date: September 10, 2025

Time: 5:00 p.m. – 5:30 p.m.

Location: Media Center

Facilitator: Dr. Brandi Grant, SAC Chair

Principal: Mrs. Letitia Ingram-Phillips

Recorder: Ms. Catina Rush

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1. Welcome & Call to Order
    - Welcome members and guests
    - Review and approval of September 2025 agenda
  2. Introductions & Membership Verification
    - Introductions of parents, staff, teachers, and community members
    - Review and update SAC membership roster
    - Verification of quorum
    - Review of voting rights and member expectations
  3. Approval of 2025–2026 SAC Bylaws
    - Presentation of updated SAC Bylaws
    - Discussion regarding virtual participation and quorum requirements
    - Motion and vote to approve bylaws
  4. Election/Confirmation of Officers
    - Confirm SAC officer roles for the 2025–2026 school year
  5. Principal’s Report – Mrs. Phillips
    - Welcome and opening remarks
    - Beginning-of-year school updates
    - F.A.S.T. PM1 and i-Ready Diagnostic updates
    - Upcoming school events and family engagement opportunities
    - Review of school theme: “Dream Big, ‘A’chieve Bigger!”
  6. School Improvement Plan (SIP) Overview – Mr. Brown
    - Review of 2024–2025 school data
    - Discussion of academic focus areas in ELA, Math, and Science
    - SIP timeline and upcoming approval process

7. SAC Budget Overview – Dr. Grant
  - Review current SAC budget status
  - Discussion of possible funding priorities aligned to SIP goals
  - Future budget planning and expenditures
8. Title I & Family Engagement Updates – Mrs. Phillips
  - Review Title I Compact and family engagement initiatives
  - Upcoming parent and community involvement events
  - Importance of school-family partnerships
9. 21st Century Afterschool Program Updates – Ms. Rush
  - Program enrollment and staffing updates
  - Academic and enrichment opportunities for students
  - Upcoming family showcase event
10. Public Comment
  - Opportunity for members and guests to share comments or suggestions
11. Adjournment
  - Motion to adjourn meeting
  - Review next steps and upcoming meeting information