

# CASTLE HILL

ELEMENTARY

Letitia Phillips, *Principal* | Nicholas Brown, *Intern Principal*

# SAC/SAF MEETING



**WHAT:**  
SAC/SAF Meeting



**WHEN:**  
Tuesday, May 26, 2026  
at 2:30 PM



**WHERE:**  
Media Center

**DREAM  
BIG...**

**ACHIEVE  
BIGGER!**

## DISCUSSION TOPICS

- Schoolwide Data Report
- 26-27 Budget





School Advisory Council/School Advisory Forum

AGENDA

May 26, 2026

2:30 p.m.

- *Welcome*
- *Old Business*
- *Schoolwide Data Update*
- *26-27 Budget*
- *Questions*

# Castle Hill Elementary

School Advisory Council Minutes 05/26/2026

---

**Attendance:** (See sign-in sheets)

**Call to Order:**

A meeting of the Castle Hill Elementary School Advisory Council was held in the cafeteria on 05/26/2026. Chair Brandi Grant called the meeting to order at 2:30 pm. Ms. Rush will record minutes for this meeting.

**Minutes:**

**Old Business:**

- No Old Business discussed

**New Business:**

**a. Schoolwide Data Presentation:**

Mr. Brown welcomed attendees and expressed a sincere appreciation to parents for their continued support and partnership throughout the school year. He presented the school's preliminary accountability data and provided an overview of schoolwide performance. The data reflected several positive outcomes, including strong achievement in Science, with **71% proficiency**. He also shared the school's performance in ELA and Math, highlighting both accomplishments and areas for continued growth.

The data showed:

<b>ELA Achievement:</b> 53%	<b>ELA Learning Gains:</b> 60%	<b>ELA Lowest 25%:</b> 54%
<b>Math Achievement:</b> 62%	<b>Math Learning Gains:</b> 67%	<b>Math Lowest 25%:</b> 55%
<b>Science Achievement:</b> 71%		

Based on the current data, Castle Hill Elementary has earned a preliminary school grade calculation of **59%**, placing the school within the **projected B+ range**. He noted that we fell short of 19 points of making the A.

Mrs. Phillips celebrated the hard work and dedication of students, staff, and families throughout the school year. She emphasized that the data reflects the collective efforts of the Castle Hill community and will be used to guide planning, strengthen instructional practices, and build upon the school's successes. Parents were thanked for their continued partnership as Castle Hill Elementary remains committed to helping every student **Dream Big and Achieve Bigger**.

**b. 26-27 Budget Presentation:**

The next item of business was the School Budget Presentation. Mrs. Phillips opened the discussion by explaining that the purpose of the presentation was to inform SAC members and parents about the budget allocations and staffing updates for the upcoming school year.

Mrs. Phillips reviewed the school's projected budget of **\$3,864,597** and provided an overview of key budgetary changes. She informed parents that the SPARKS program, which previously funded a Community Liaison and Social Worker position, has sunset. As a result, funding for the Community Liaison position is no longer available. However, she shared that the Social Worker position has been preserved through Title I funding to ensure continued support for students and families.

Mrs. Phillips also discussed programmatic changes for the 2026–2027 school year, including an increase in the school's ASD program. This expansion has created the need for an additional teacher and teacher assistant position to support the growing student population and ensure appropriate services are provided.

Additionally, parents were informed that the school experienced a reduction in staffing allocations for Resource teachers, decreasing from two positions to one position for the 2026–2027 school year. Mrs. Phillips explained that staffing allocations are based on district formulas and student enrollment projections.

Parents were provided an opportunity to ask questions regarding the budget and staffing allocations and were thanked for their continued support and involvement in the school's planning process.

c. **Open Agenda:** *There were no questions or comments at this time.*




**Next Meeting Date & Time:**


*The next School Advisory Council meeting will be held TBA in the 26-27 school year.*

**Meeting Adjournment:**

*Motion: Mrs. Grant motioned to adjourn the meeting at 3:30 pm. Motion carried unanimously.*

### ★ SAC Sign in Sheet for Castle Hill ES (1461)

Date: _____			Time: _____		
#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
1	Allen, Cora	Non-Instructional Support Employees, Community School Representative (if applicable)	Yes	No	
2	Bax, Claudia	I-Zone Representative (must be a parent)	No	Yes	
3	Byssainthe, Bobley	ESOL Parent of a student at the school	No	Yes	
4	Clayton, Michelle	Parent	No	Yes	
5	Grant, Brandi	SAC Chair	Yes	No	
6	Ingram-Phillips, Letitia	Principal	Yes	No	
7	Irvine, Lola	Community / Business Representatives	No	No	
8	Jean Mary, Mancia	Pre-K (if applicable - parent or certified teacher)	Yes	No	
9	Jordan, Shana	Teacher	Yes	No	
10	Minnot, Nicola	SAF Chair (or designee) Parent of a student at the school	No	Yes	

Date: _____			Time: _____		
#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
11	Rivera, Arelies	Gifted Parent of a student at the school	No	Yes	
12	Rush, Catina	BTU Steward (or designee), SAC Secretary	Yes	No	
13	Taylor, Tashay	ESE Parent of a student at the school	No	Yes	
14	Warren, Debra	Non-Instructional Support Employees	Yes	No	
15	Wimbley, Antoinette	Parent	No	Yes	