

Sigonella Middle High School
School Advisory Committee
Meeting Minutes
December 12, 2011

Members in attendance:

C.B.- Teacher Representative, Chair
A.C, Teacher Representative
Alice Berard- Principal
C.A.- CSI Representative
C.M- School Liaison Officer
J.G.- Transportation officer

Mrs. VW - Parent Representative
J.Y- Parent Representative
Mrs. G- Parent Representative
B.P.- Parent
Captain S.B.- NASSIG Commander
D.G.- NASSIG Senior Chief
Captain E.V.- NASSIG Executive Officer

Meeting Called to order by Curtis Brown at 15:00

1. Reports

- a. Principal's report , Alice Berard
 - Ms. Berard reported that the AdvancED visit will be 30 April – 4 May
 - Wished the SAC committee members a happy holiday season.

- b. Command Report, Capt. S.B.
 - Capt B. inquired from the school the status of the impending maintenance contract: Where is DoDDS in the process of the contract? What are the boundaries of the contract? Concern that as the contract comes into place, it is possible that PW will have to fill in voids. We want to make sure that the school does not go without services. Butler also inquired on the dates for the European Area Conference, as he is a representative and needs to make plans. (Alice will get the dates). Capt. Butler explained that all of the Coalition forces have gone, thus Sig is pretty quiet at the time. The coalition forces were very appreciative of the support services the Sigonella community provided.

- c. Transportation report- Mr. J.G.
 - No changes in the number busses or student transported since last meeting
 - Only 2 misbehavior reports this month
 - One late bus during the past month.
 - On Thursday the 15th of December, there will be a meeting to evaluate the NASSIG instruction and regulation involving student transportation and the enforcement of the policy and procedures dealing with safety issues. Does the monitor also monitor the safety aspects of the driver? Who responds to the issue and upholds the regulation and safety issue when there is an infraction?

- d. SLO report - C.M. was not present , No report
- e. Booster Club - No Report
- f. PTSO - B.P. reported on behalf of the PTSO. The recent burrito sales day went quite well with honor roll students "cashing in" their honor roll award.

2. Old Business

a. SAC Goals:

- **Communications-** Ms. Berard reported parent conference had a great turn out with 50% of parents attending and 53% of report cards being picked up. On Wednesday morning, the school does a short piece on AFN to keep community members up on what is happening at the school. The possibility of a TV channel to scroll school information and commercials was raised. Capt. B. explained to the SAC in order to do that, we would have to give up one of our limited channels. Mr. B. inquired if there were any other ways that the committee could offer to improve communications.
- **Culture of Kindness-** C.M. is working with this group and can report out at the next meeting.
- **Stakeholder involvement-** Ms A. shared with the SAC that the student congress (sponsored by C.H.) and parent CSI group (sponsored by Michelle Dion-Bernier) have upcoming activities in January and February to include a meeting for the parent group in Marani.

b. Weight of backpacks:

C.B. reported to the SAC the progress on getting all the information for all school texts that are available on-line in one spreadsheet. The SAC felt that the completed the document should be put on the school web-site for parents to access. A question was asked if rolling backpacks were allowed since it states in the handbook that they are not allowed. Ms. Berard explained that the backpacks would have to be carried up the stairs, and not all rolling bags fit in lockers. Otherwise, there is not at this time an issue with student s having rolling backpacks. She will check in the handbook on what it states. **(open issue)**

c. Discussion of a formal complaint about IT bandwidth and drive issues:

T.W., school ET, reported to the SAC committee the recent problem with the downed servers and the backup of data from the tapes to the new drives. Most of the problems during the weeks school did not have access to the drives were due to contractors and sub contracting issues. It was also shared that the ordered servers had been held up in customs. Although the issue is currently fixed, the SAC committee would like to send this issue up the chain of command as to ensure the issue would not reoccur and that it would be addressed in a more timely fashion. It was also pointed out that the teacher union is filing a formal grievance. **(open issue)**

3. New Business

- ### g. Lunch Menu. - Questions concerning the quantity and quality of the lunch meal program were asked by the SAC members. Who decides on menu? When and where do they decide? Is the school involved in the decision process? A representative of the NEX was not present, so Alice will address the issue with T.S., the NEX, and invite him to the next meeting. **(Open Issue)**

4. Open Forum

- ### h. P.A.-
- discussed the proposal for MHS banking time and shared that the MHS, like the ES is looking into the possibility of banking time during the next school year. In the discussion was an explanation how this could be doable by increasing instructional time by adding 5 minutes to the morning, or adding 5 minutes to the day by reducing lunch time by 5 minutes. Mr. A. explained the 5 additional minutes in the morning could be managed by altering the bus routes and drop offs at the school in the morning. Mr. A. will share his ideas with the base commanding officers. **(open issue)**

5. **Next Meeting** – 11 Jan 2012 at 1500 in the Information Center

C.B. called to adjourn the meeting at 16:05. C.A. seconded.

Meeting was adjourned.

Minutes recorded by Alice Berard since Secretary, M.T. was out sick