

School Advisory Committee  
Sigonella MS/HS  
NAS Sigonella, Sicily  
PSC 812 Box 2630  
FPO AE 09627

Meeting Minutes  
12 November 2008

**Note:** For security purposes in accordance with the DoDEA Web Publishing Guidelines, all names have been replaced with initials, and meeting attendance has been deleted.

**Call to order** at 1445 by Mr. H.

**Minutes:** Approval of the minutes from the 08 October meeting was moved by Ms. A., seconded by Mr. H.; motion passed.

**Reports:**

**Principal:** I am very excited to report that the number of students receiving multiple D's and/or F's on their report cards was dramatically lower this year than at the same time last year. This is great news. Last year there were 138 students listed on the D/F list. This year there were 26. We conducted conferences with the majority of these students and their parents and teachers before Friday Conferences. The final number continued to drop as we approached the end of the quarter. Students were communicating with teachers and work was being turned in. We are also pleased to report that another 42% of parents came to pick up report cards and talked to teachers about the performance of their child(ren). The remaining report cards were mailed home. Our objective is 100% contact.

Acceleration for fall semester is December 11. Students must be in attendance that day and complete the requirements as agreed at their acceleration conference to receive full semester credit for the fall.

College Night : Sessions on Financial Aid, Four Year University Requirements, Two Year Requirements, Transfer and Vocational Tech, Post Secondary Options in the Military. This is open to all Sigonellans.

SAT preparation is available through My Road. Time will be incorporated into Seminar/Advisory.

A note about our continuing focus on Seminar and Advisory Time: A Calendar of activities exists this year. Activities are loosely broken down into five areas at present.

- Specific Skills Builder
- Curriculum Related Activities
- Students Affairs Logistics
- Enrichment Extenders (service project, differentiated learning, engaged learning, interdisciplinary projects, and independent studies)
- Pathways to Graduation / Portfolios (student led conferences) / Learning artifacts and exemplars

- Group Building Activities

AP scores from last year were collected from 64 students (out of 140 high school students). 16 or 25% scored a 1; 25 or 39% scored a 2; 23 or 36% scored a 3 or better. Team leaders and AP instructors are preparing an analysis of the scores and developing strategies for improvement. There are no prerequisites for students to enroll in an AP class. These classes are open to students of all ability levels.

The results of the local assessment scored at our last teacher in-service showed improvement in pre-scores over last year. It is evidence the interventions teachers are applying in the area of communicating understanding using charts and graphs is having an effect. Our next task is to look at specific interventions and determine causality as we work on developing our list of “Best Practices” in school improvement.

The fall sports season ended. Our Cross Country Girls returned with a European Championship in their division. The Sports Banquet is coming up Monday 17 November at 1700. Winter Sports include boys and girls basketball, wrestling, and cheerleading. Practice started Monday, 10 November.

The Drama Department is presenting *Just Another High School Play* on Thursday and Friday 13 and 14 November at 1800.

We are excited about our extracurricular activities for middle school students. Winter Guard recently held tryouts. We are looking for a parent or community sponsor for Odyssey of the Mind. Middle School students may participate in Math Olympiad or Math Counts. The Geography Bee is in progress.

**Command:** Utilities for the base for the previous FY were \$8.7 million. \$1.44 million must be saved in the current FY. Command would appreciate any conservation efforts that the schools would provide. The results of the Neptune Response were educational, and a great deal was learned by all involved. The lessons learned will help everyone be better prepared.

**PTSO:** Supporting College Night, supporting IC bookmark contest, sponsoring an essay and art contest for the military family. Supplies are being ordered for a cart to supply the reading program at the middle school which would include school supplies. Spirit wear is going on sale. All purchases from Current will result in a 50% contribution to the PTSO. Go to <http://currentfun.com> to place your order, and when checking out, be sure to choose AE as your state and then choose Sigonella MS/HS PTSO as the organization.

**Booster Club:** Fall athletic awards banquet is Monday at 1700. Jaguar Apparel is now on sale.

**Transportation report:** Mr. G. reported that he had given notice to the contractors about buses stopping en route or going off route. There was a suspicious car following one of the buses; this is being investigated. All Mineo buses were late on one day due to being re-routed because of an accident.

**SIP:** Next Thursday, 20 November, is the next early-release day. Teachers will be developing interventions and meeting as departments to work on vertical teaming. Dr. F-C and R. C. will be visiting on December 5 to look at our SIP plan.

**Old Business:** Security has been informed that if they are called regarding the hunters shooting near the fence, they are to respond immediately. Captain Q. also reported that the 911 system is operating properly at this time.

**New business:**

**Maintenance issues:** There seems to be a disconnect between the school, the DSO, and Public Works and work simply is not getting done in a timely manner. The elevator in 220, for example has been out of order since school started eleven weeks ago. The problem seems to be that there are four different contracts, and there seems to be confusion as to which contract is in effect. The key is finding out who is supposed to be paying for the maintenance and whom is to be paid. The door locks that are not working are also a problem. Permission has been given by the DSO to hire a private contractor to fix the locks. The key making machines for both buildings are broken. The grease trap in the kitchen has been cleaned out and the odor seems to have dissipated. The source of the water leak in 216 is being investigated.

**Customer Satisfaction Survey** is available online. We would like 100% participation from students and sponsors. Teachers will be given a separate survey later. Mr. B. presented a PowerPoint presentation explaining the survey and the reasons for it. Go to [www.dodea.edu](http://www.dodea.edu) to take the survey.

**Chemistry position:** It is possible that someone could be in place in two weeks if a local hire is approved by DoDEA. If a CONUS hire is required, it could take at least six to eight weeks for the position to be filled.

**Graduation participation for home-schooled students:** This issue was discussed at length. Mr. B moved that this issue be elevated to the District Area Council for further discussion and clarification. Mr. G. seconded. Motion passed.

**Personal phone calls to the main office:** As discussed at the last meeting, there is an inordinate number of phone calls to the main office from parents of a personal nature which require an interruption to classroom instructional time. School admin says this is a common problem. Ms. R, Youth Services, agrees. School admin will work with Ms. R. to adopt a consistent policy. Ms. R. will provide the procedure that the Youth Center uses. This will be discussed further at the next meeting.

**Open Forum:** Ms. R., the Youth Activity Director provided the administration with calendars of their activities. The Winter Wonderland is 13 December. A photo exhibit will be held in March, but students should be taking their pictures now. She will send information to Mr. M. and Mr. W. Lock-in will be 20-21 November. MWR is in the process of finalizing plans to open a Tween Center for middle school students in the Maranai CDC building.

**Adjournment at 1613.**