

**December 3, 2012**

**MINUTES**

Members present: Kim Holden, Vice-Chair; Marianna Miller, Chair, Theresa Jones, Ken Harvey, Principal; Ken Younkin, Assistant Principal, William Schofield, FRS, Archie Johnson, Command Representative, Alexandra Holden, Student.

Meeting was called to order at 3:39.

**Commander's Comments**

The Installation Advisory Committee (IAC) meetings will be scheduled to occur after the local SAC meetings and will be provided to the Community Commander 4 to 6 weeks in advance to allow her to attend or to designate a representative to attend for the remainder of the year.

**SLO Comments**

None

**Principal's Report**

Mr. Harvey reported the following:

- we have 240 students at BMHS, down 11 students from October, 2012.
- Grade distribution charts were shared with the Committee which indicate a high level of A's, B's, and C's at Bamberg MHS. The charts are based on the end of quarter grades for Quarter 1. BMHS will be using the data with possible correlation to the SAT, Terra Nova, or PSAT to assist in school improvement decisions.
- Mr. Harvey and Mr. Younkin will be out of the complex for training in the Walk Through method of gathering in-house data for educational processes to use in our internal school evaluation. The method allows us to document trends in educational processes, identify weaknesses and address those weaknesses with action plans. Two systems for the walk through process will be considered for use.
- Home Work Club (HWC) is active Mondays and Wednesdays from 1515 to 1700.

**Faculty Notes**

The late activity bus route has been established and measures are being taken to shorten the total two-hour bus ride for students. We are using a combination of parent involvement and the late bus provided by the school bus office to get students home after sports during the school week. A

minimum number of students pretty much guarantees that the activity bus is scheduled for the rest of the winter sport season.

### **New Business/Information**

One issue has been raised via the SAC email: parent concern about grades not being entered until the end of the quarter when students can no longer do anything about the grades.

Mr. Harvey responded that the established guideline for grading is that one grade per week be entered by the teacher for each subject/period. This guideline was reiterated at a recent faculty meeting, and will be a subject of oversight by administration. Any parent who has a concern about grades or the lack of grades should first contact the teacher, and then can contact administration as needed.

### **Old Business/Information**

SAC meetings were established for the 2012-13 school year as follows:

December 3, Monday, 3:30 in the Large Conference Room at BMHS

February 4, Monday, 3:30 in the Large Conference Room at BMHS

April 1, Monday, 3:30 in the Large Conference Room at BMHS

An email account for contact with SAC Chair and Vice Chair for communication purposes has been established with a link from the BMHS home page. Concerns must follow the guidelines for issues submitted to SAC. Other issues not pertaining to SAC will be forwarded to BMHS administration.

### **Open Forum**

None

Guidelines for Open Forum: items may be presented by members on any issue relevant to the Bamberg MHS SAC. Each presentation must not exceed three (3) minutes per issue during the Open Forum part of the meeting.

Next meeting is to be held on February 4, 2013 at 1530 in the Large Conference Room.

### **Adjournment**

Meeting was adjourned at 1610

Respectfully submitted:

/s/ Theresa Jones, Secretary  
Bamberg MHS