

**Tuesday, 6 November 2012
4:30 PM – 5:30 PM
NMHS Media Center**

Members Present	Position	Representation
[REDACTED]	Chair	Parent
[REDACTED]	Vice-Chair	Parent
[REDACTED]	Secretary	Teacher
[REDACTED]	Representative	Teacher
[REDACTED]	Representative	Parent
[REDACTED]	Representative	Parent
[REDACTED]	Representative	Teacher
[REDACTED]	Representative	Teacher
[REDACTED]	Representative	Teacher
[REDACTED]	Union	Teacher
David Martin	Assistant Principal	
[REDACTED]	School Liaison Officer	Command

Community Members Present: [REDACTED]
[REDACTED]

1. Welcome - Chair. 4:38 pm, meeting called to order.
2. Old Business
 - a. Review and approval of October meeting minutes - Secretary - The minutes were unanimously approved.
 - b. Seating of newly elected members - The chair welcomed [REDACTED], newly elected parent representative and Mr. [REDACTED], the newly elected teacher representative.
 - c. Review of election process - Chair
 - 1) The election was completed using an on-line survey tool (SurveyMonkey) in accordance with the guidelines.
 - 2) Challenges included ensuring a valid and complete e-mail list.
 - 3) The voting appears to have been successful as 188 people participated as compared to about 20 people voted last year.
 - 4) It should be noted that 68% of the teachers without students in the school participated.
 - 5) SurveyMonkey was easy to use and received positive feedback from the users; the intent is to put a protocol in place to run successful elections next year.
 - d. AP exam performance statistics - school data POC [2.b.8]
 - 1) The committee examined the data posters on display in NMHS hallways.

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2) A parent representative asked Data POC and the administration to publish more data on the website.

3) The data POC will run a correlation of course grade to AP score in the effort to determine to what extent course grade predicts AP exam score?

4) The POC will explore the feasibility of splitting science vs. humanities.

5) Parent Question: If students are taking an AP course, a college-level classroom instruction is expected, but is college-level understanding being developed? How do we give consumers enough information to make educated choices about which AP classes to take?

e. ASPEN information pathways - Vice-Principal [3.a.2.c]

1) Progress reports were sent mail.

2) On Monday, Wednesday and Friday, login's are issued pretty regularly to parents.

3) Parents noted that getting locked out of their account is a major issue as it takes intervention from the school to restore access. Parents are supposed to be able to request assistance via the HELP button on the website. Several parents noted that they had used the button to report a problem but had not received a response or resolution.

4) Security features. The keyboard is now stationary. Some login difficulties stem from the fact that we have to follow school and DoDEA security features.

5) Technical. ASPEN works better on Google Chrome and teachers and parents are having fewer errors and delays with that browser. The server is in Georgia so that causes difficulties. Teachers and parents are both still receiving error pages. DoDEA has a web page set up for submitting problems.

6) **Action Item:** (Vice-Principal) What happens to the error messages sent to ASPEN?

7) We keep pushing up to district what is out of our control. Far more information will be available to parents in this program; triggers are available now and things are getting better so stick with us!

8) Parents should contact the vice-principal if access is not restored within two weeks.

9) **Action Item:** (Vice-Principal) Can a compiled e-mail list be provided to parents so that they can e-mail teachers directly when they get locked out of ASEPN?

3. New Business

a. Election of 2012-13 SAC Officers - Chair [2.a.3]

1) [REDACTED] elected Chair

2) [REDACTED] elected Vice-chair

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- 3) [REDACTED] re-elected Secretary
- 4) All three individuals selected by a unanimous decision!

b. Formation of SAC Goals and Objectives Subcommittee - Chair

- 1) Teacher and parent representation desired [2.b.13]
- 2) Last year we had a few compelling arguments from this subcommittee that were captured by the area SAC.

[REDACTED] Parents and teachers should be recruited for this group. Volunteers: [REDACTED]
[REDACTED]

- 4) Desired goal: Increase response rate for school satisfaction survey [2.b.12] - This item was not acted on as the next survey is not this year but Spring 2014.

c. Selection of SAC Representatives to the Installation Advisory Committee (IAC) - [REDACTED] and [REDACTED] volunteered and will attend the IAC meeting on November 15th at the Fleet and Family Support Center at 4:00 pm.

- 1) Issue: Command support for CSI involvement by parents.
- 2) IAC indoctrination training coordination.

d. Point of clarification - The SLO is representing the NSA Commanding Officer.

e. CSI Update - Vice Principal

- 1) Communicate DoDEA format and intent for Professional Learning Teams (PLT's) to parents and community [3.b.1.c.3] - Tabled by unanimous vote. This will be better addressed when our goals are set.

- 2) CSI meeting schedule provided to PTSA and desired engagement [3.b.1.c.4] - This was completed and will be attached.

f. New items for next meeting

- 1) Parents would like training using ASPEN and course selection in February or March.

(a) Administrative response: We can do a parent night in February and training during the day for ASPEN sooner.

(b) PTSA would like to coordinate with the SAC on offering the training.

- 2) Summer staffing must still be addressed so that parents arriving during the summer break can resolve issues associated with registering their children. Counselors cannot be the sole solution as they are, by contract, on a 190-day schedule.

- 3) Parent questions:

(a) What is the transportation policy for athletics?

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(b) How are the European athletic locations assigned?

(c) Both will be addressed by administration in December.

4) LRC concern: Are we sending the wrong message by calling female sports teams the "Lady Wildcats?" Is this in violation of US Code Title 9? Both will be addressed next meeting.

4. Adjournment 5:50

Continuous School Improvement .
6 + 1 Traits Training Dates

Trainings- Parents are invited to all half hour training sessions in the Media Center Conference Room

September 14	Overall Rubric (CSI day)
October 12 (B day)	Ideas -8:10, 11:00, 1:10
November 14 (A day)	Organization -8:10, 9:40, 11:00, 1:10
December 5 (B day)	Voice -8:10, 11:00, 1:10
January 15 (A day)	Word Choice -8:10, 9:40, 11:00, 1:10
February 12 (A day)	Sentence Fluency -8:10, 9:40, 11:00, 1:10
March 6 (B day)	Conventions - 8:10, 11:00, 1:10
April 17 (A day)	Presentation -8:10, 9:40, 11:00, 1:10

Assessments – Parents are invited to help grade assessments in the Media Center.

October 23,24	give 1 st assessment (B day)
October 25 (Early release)	Grade assessment
January	give 2 nd assessment (B day)
February 8 (1/2 day)	Grade assessment -12:00 pm
May	give 3 rd assessment (B day)
May 23 (Early release)	Grade assessment -1:00 pm



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