

**Naples High/Middle School SAC
Meeting Minutes
06 March 2012**

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

Community Members Present: [REDACTED], [REDACTED], [REDACTED], [REDACTED], [REDACTED], [REDACTED]

1. Welcome - Chair 4:30 The chair welcomed Mr [REDACTED], General Manager of the Navy Exchange.

2. Review and approval of previous meeting minutes - Secretary - The minutes are approved as written. No amendments were required.

3. Old Business

a. Honors Course Credit Consideration Request to DAC - Vice-chair

(1) There was no response to the vice-chair's e-mail to other Mediterranean District SAC's requesting their input on a submission to the April District Advisory Committee (DAC) meeting. Therefore, the vice-chair will prepare a letter from the SAC citing the latest research and asking the DAC to once again assess the merit of weighting of honors courses.

(2) The SLO will contact the SLO's at the other bases to prompt a response to the e-mail.

(3) The vice-chair requests an accurate email contact for the Aviano High School SAC. The SLO and Principal agreed to assist in providing the correct address.

b. Bylaws - Chair

(1) The proposed by-laws have been provided to the board members for review and comment. The plan is to include any comments and vote on a final version at the next meeting. The by-laws are required to establish the

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rules and procedures for conducting the end-of-year elections in June.

(2) Elections will be run in June. A subcommittee will be set up in May to conduct the elections.

(3) The Principal recommended using the March 28 Parent's Forum as a venue for publicizing SAC board membership to the community.

(4) The Chair noted that community members raised concerns about the procedures used in the last election. The email voting used in the election did not provide a secret ballot. The vice principal asked what procedures were used to ensure that individuals did not vote more than once. A parent noted that if you have an option of a paper ballot then people voting by e-mail give up that anonymity by choice.

(5) A question was asked about the procedure that could be used to fill the recent vacancy generated by the resignation of a teacher from the board. The chair stated that in accordance with the new by-laws, vacancies during the year would be filled by a board-approved Principal nominee. For parent member vacancies, the parent alternate would be invited to join the board. If that individual is not available, then board members would nominate an eligible individual that would be approved by a vote of the board.

c. Parent Forum Agenda - Principal

(1) Acting upon input from the SAC, the administration tasked the ASACS counselors to develop an agenda on trends in drug use and sexual risky behaviors for presentation at the Parent's Forum.

(2) The agenda will also include a discussion of enforcement the school's dress code, the attendance policy, acceleration and final exams. The SAC is acting as a co-host of the open forum.

(3) The more information about where students are accessing drugs can help us unite as a community. Parents need to know what is out there.

(4) Acceleration is an important service for parents who are PSC'ing but we sacrifice education when parents try to use acceleration for vacations.

(5) In response to a board member question, the Principal clarified that there is no linkage between enforcement of the dress policy and the discussion of sexual assault.

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(6) The Principal also clarified that the request for acceleration goes directly to the guidance counselor's office and then is forwarded to Ms. Daniels for approval.

(7) With respect to the attendance policy, the worst offenders for tardies are students who live on base; educating parents on using Gradespeed to monitor their children's tardies is key.

(8) The Parent's Forum is scheduled for 6 PM in the cafeteria on March 28th. The SAC will open the meeting and introduce the administration.

4. New Business

a. School Lunch Program review - [REDACTED] (NEX General Manager)

(1) [REDACTED]: Last fall we met to talk about a computerized ticket program. The program's first draft failed compliance with protection of personally identifiable information rules but a revised solution is close to implementation and should be put in operation basically for next fall.

(2) The NEX school lunch program has a reputation as being one of the best programs in the world. Many questions about the program have been address, with the latest seeming to deal with the availability of milk for the students. For example, it was recently determined that Parmalet is complies with WIC regulations. There is a team of experts in Washington DC who provide oversight and monitoring of the programs. [REDACTED] [NEXCOM's branch manager, Food Service Program] is expected in Naples toward the end of April and will be available to answer any questions. Mr. [REDACTED] emphasized that the program is monitored on a daily, monthly and quarterly basis internally and externally and that the NEX's contractor at NHS, [REDACTED], provides excellent service.

(3) As a sidebar, Mr. [REDACTED] noted that consistent with the policies announced by the Chief of Naval Operation's at a recent news conference, alcohol abuse is a sensitive issue that the NEX is monitoring closely. As a result of recent thefts of cigarettes and alcohol from the NEX stores, increased security will be put in place to limit access to these items. Although security is not severe in the NEX stores, shoplifters are caught and the school works in partnership with the NEX to educate and deter thieves. The effort starts starts with the parents, however; if the parents see something that you didn't buy and you know your student couldn't buy, then parents need to ask questions.

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b. CSI Update - Principal

(1) Union Representative: An educator day is scheduled for May 4th at 1:00. Parents are invited to attend. Three 35 minutes sessions will be conducted where the entire faculty will rotate through each session which include topics on technology, technology in the classroom, and use of the 6+1 traits of writing to prepare teachers to use the new writing intervention.

(2) Vice-principal: The school is in week 4 of our new Mystery Math Word of the Week contest. Winners receive MWR gift certificates and are entered to for the opportunity to win an iPod Nano.

(3) Principal: Regarding the resources component of the school, next years staffing will remain the same and the budget assessment is underway. The gym has a new sound system and air conditioning. We will be wireless by next year. Our master schedule is all but done. The counselors are conducting course selections with the students and the those schedules are being inputted into the computer. The staffing is based on October 2011 population numbers. The projection is that our numbers our going to be stable but that does not mean the school will not experience a spike in a certain grade.

(4) Vice-principal: Due to the variations in the student population, collapsing a session of one class and adding another section of another is possible. The goal is to identify a balanced approach to the schedule so that there are enough classes offered during each period. By the end of the month, all students should have their course request entered into the computer system and internal, preliminary scheduled. However, final schedules are not available for the students until the fall because of the up to 40% change-over in student population experienced each year.

(5) Principal: In order to make the start of the next school year smoother than this year's start, counselors will return to the school five days prior to the start of the fall semester.

(6) With respect to registration, the school will work to meet the varied schedule requirements of the parents. Evening sessions are being made available to adapt to busy work schedules. Cross-training of guidance counselor office personnel is being conducted to ensure that the absence of one counselor will not prohibit parents from completing required scheduling activities.

(7) Vice-principal: Starting in the fall, communications with parents with respect to grades and

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attendance will be via the ASPEN system; GradeSpeed will not longer be employed.

c. Installation Advisory Committee input - Vice-chair

(1) Chair: The issues noted with the customer satisfaction survey conducted last year should be pushed on to IAC so that it can be properly addressed by the DAC. See February's minutes for more information.

(2) The SLO had recommended using the DODEA Community Strategic Plan as a vehicle for providing input to the school system as a whole, however, as this five year plan is in the final draft phase, community input has been closed.

(3) SLO: A parent asked about the enforcement of rules associated with students eating on the school buses. Compliance appears to be an issue as students have been noted as eating on the bus, contrary to the stated policy. As a result, a student with a peanut allergy was given a peanut product by another student - fortunately, the child's reaction was not severe. The question for the IAC is one of communication with the bus monitors and enforcement of published rules. Also, are transportation officials provided information on student food allergies?

(4) The chair complemented the administration on their handling the recent transportation strike by their rapid and accurate dissemination of information and alternate courses of action. As was discovered during the crisis, it is crucial that parent/sponsor contact information be frequently updated to ensure accuracy. The principal suggested emphasizing the updating of current contact information at the upcoming Parent's Forum.

5. New items for next meeting

a. Principal: The school is conducting a "Pep Rally" on Friday to recognize not only those who participated in Winter sports but also those who excelled in academic programs. For example, two students conducted a presentation today for the European Science and Technology Symposium. The Parent's Forum on March 28th must leave the parents and teachers with a positive attitude, convincing them that we have an excellent staff and students and that we can move forward together.

(1) Union Representative: Eight students represented Model United Nations in Prague in early January. Two of the students served as committee chairpersons, presiding over the Security Council and the Human Rights committees.

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(2) Two senior students were also chosen from our high school to attend the Senior Konrad-Adenauer-Stiftung Berlin Seminar in Berlin, Germany. Those students were among only twelve DODDS- Europe students selected to attend.

(3) Naples High School students will travel to Frankfurt, Germany the last part of March to participate in the Model United States Senate Conference. One of the seven students, has been appointed to role-play President Barak Obama. He will deliver welcoming and closing speeches, as well as a State of the Union speech before the Senate, and will also sign, in an impressive ceremony, any bills that are passed on the floor.

(4) A brag sheet in the newsletter would be great.

b. Additionally, in a presentation during the pep assembly, the student body president will encourage students to take the TerraNova testing seriously and to perform their best.

c. A parent representative asked about academic letters and the principal stated that this could be easily done.

d. In response to a parent representative's question on the paucity of competitive athletic events available for middle school students, the principal and vice-principal noted that DODDS funds high school sports only but that middle school students are allowed to participate in a space-available manner. However, middle school students typically do not travel to away matches. The base's MWR program provides activities for middle school students. The SLO noted that a middle school student participating at the high school level loses a year of high school eligibility.

6. Adjournment 5:35