

## SAC Meeting Minutes

March 19, 2012

### I. Call to order

T.B. called to order the regular meeting of the School Advisory Committee at 2:45 p.m. on March 19, 2012 in room 106, Sigonella Elementary School.

A motion was made and seconded to approve the February minutes. Vote was unanimous to approve the minutes.

### II. Roll call

a. The following persons were present:

Mr. Ian Coubrough	Principal
Capt. Scott Butler	NASSIG
Cmdr. Eric Vosler	NASSIG
CMC D.G.	NASSIG
Mr. J.G.	Transportation
Mr. T.S.	Food Services

b. School Representatives

Mrs. S.D.	CSI Representative
Mrs. S.M.	CSI Representative
Ms. J.S.	Teacher Representative
Mrs. H.G.	Teacher Representative
Mr. C.M.	School Liaison Officer
Mrs. M.B.	

c. Parent Representatives

Mrs. T.B.	SAC Chair
Mrs. L.T.	SAC Vice Chair
Mrs. L.M.	SAC Secretary
Mrs. L.S.	PTO Representative
L.M.	
M.B.	

### III. Old Business

- a. Anti-bird, ultra-sound wasn't working the way the reviews read. The system is getting fully installed at a parallel level to the birds. The system promises to cover a 10,000 square foot area. This is the last attempt and then it will be returned and refunded.
- b. Sigonella is more ready for weather the last two weeks. Many lessons were learned:
  - i. SOP (Standard Operating Procedures) are in rewrite.
  - ii. Principals were waiting for instructions from NASSIG to close down school.
    1. School has phone tree, but teachers only respond when it is enacted.
    2. Facebook is the best source for the latest, accurate updates.
    3. DoDEA has no site for Sigonella to announce closures.
  - iii. Base Commander trying to get school and hospital in loop with base server for internet announcements.
  - iv. Meteorologist from the Italian Air Force is now coordinated to inform American friends of severe weather forecasts.

- v. How will buses know of emergencies? Base will coordinate with School Liaison Officer and schools.
- vi. Some homes in Marinai cannot hear speakers. Base is working on it. Until then, go to Facebook for updates.

#### IV. Reports

- a. Principals Report (Mr. Coubrough)
  - i. Current enrollment is 317.
  - ii. March 26—Air Force Band is coming for an assembly.
  - iii. March 26— 9-10:15, Trevor Romain is coming to speak on anti-bullying.
  - iv. Terra-Nova make up tests are this week. Thank you Ms. S.!
  - v. April 24—12:00 AdvancEd Parents' Meeting.
  - vi. April 5—End of the grading period.
- b. Command Report (Capt. Butler and Cmdr. Vosler)
  - i. Tomorrow is a shelter-in-place exercise. Some of the exercise has already begun.
  - ii. Capt. Butler will be the school and base representative for DAC on April 25.
  - iii. Navy Inspector General with team of 40, coming to test quality of life on base.
- c. School Liaison Officer (Mr. M.)
  - i. Busy recruiting and passing on information about schools and programs to children and families PSCing to Sigonella.
  - ii. April 7—Easter Egg Hunt from 10:00-12:00 with over 4000 eggs.
- d. Transportation Report (Mr. G.)
  - i. 2 late busses, 15 minutes late, due to road construction.
  - ii. The vehicle assigned to the school bus office was heavily damaged by the solar panels that fell on it during the wind storm.
  - iii. 2 misbehavior reports—one resulted in 3 day suspension.
  - iv. During future crisis, Mr. G. will inform the Principals and Ms. D. so that more people can answer questions as needed.
  - v. If one sees a car passing a bus while loading or unloading, he/she should take down the license plate number and report it.
  - vi. On the SP106, loose wires and branches can get in the way of buses. This is a safety hazard. Can something be done? Captain will talk to L. to be a liaison with the city.
  - vii. March 19—POV came into bus loop. (Driver was new to Sigonella and MP waved her through.)
  - viii. New NASSIG instruction allows a sibling 12 years or older to pick up a child from the bus and walk the child home.
  - ix. Inappropriate behavior not seen by the bus monitor should be reported to the Principal. He will investigate.
- e. Food Services (Mr. S.)
  - i. Many complaints about food being served too cold.
    - 1. Food Services is now working with Preventative Medicine to identify problems.
      - a. Now food is transported in thick Styrofoam containers.

- b. The warmers were too deep to reach food. Instead, water will be put into a deeper tray that reaches the bottom and the shallow food tray will be placed on top.
    - c. Temperature was increased from 70 degrees to 80.
  - f. CSI Report (Mrs. M.)
    - i. CSI is putting in reports.
    - ii. Hospitality for AdvancEd team will be in room 106. Meals are planned.
    - iii. AdvancEd team consists of 2 AdvancEd employees, and 3 DoDEA employees (1 principal and 2 teachers, all preparing for accreditations next year).
    - iv. March 29—CSI training all day for teachers.
    - v. The accreditation team will meet with parents at a regularly scheduled KISA meeting on Tuesday, April 24 at 12:00 in the library. This will be a group discussion and not one-on-one interviews.
    - vi. Out brief will take place Thursday, April 26<sup>th</sup> at 3:00.
  - g. PTO Report (Mrs. S.)
    - i. Carnival planned for May 10.
    - ii. PTO needs more involvement. A big turnover is expected this summer.
    - iii. Parents' Connection meeting on March 24.

**V. Open Forum**

- a. No new issues.

**Adjournment**

- b. A motion was made and seconded to adjourn the meeting at 3:33 p.m.
- c. Minutes submitted by L.M.
- d. Next meeting: April 16, 2012 at 2:45 p.m., Room 106.

