



**SCHOOL ADVISORY MONTHLY MEETING MINUTES
WEDNESDAY, 8 February 2012 at 1600**

Attendees Present:

Administration: David Tran, Principal
Dr. Kristen Warner

Chairperson:

Teachers:

Parents:

DISCUSSION:

Old Business:

1. The Acting Area Director for Europe, Dr. Dell McMullen's visit to SHAPE was very positive. She was very complimentary of the SHAPE attendance policy.
2. The plans for the new high school will be available for viewing through a link posted with the February SAC minutes. Information concerning traffic patterns and parking lot closures during the construction of the new school is forthcoming.
3. The construction of new computer labs will take place over the summer and will be located in the green room and the old shop room. The new green room for the students will be relocated to the garage building located between the math shack and the old shop room.

New Business:

1. The school has hired a new resource manager. He will be working for the elementary, middle and high schools.
2. Currently, Aspen is unable to communicate with Gradespeed. She recommended this issue be forwarded up the change of command to the Installation Advisor Committee (IAC). She will present concerns on this issue to the Community Commanders meeting as well.
3. It was recommended that a policy guideline for transcripts be placed on the school website to help clarify procedures and requests.
4. The Awards Ceremony will be rescheduled once system communications are solved. A new date will be published soon.

5. Mr. Tran encourages the community to use ICE (Interactive Customer Evaluation). Recent ICE comments have been positive. Mr. Tran asks that ICE comments be thoroughly completed with comments not just ratings.
6. The school received 27 new laptops that will be used for middle school foreign language programs. Applications for foreign languages are forthcoming.
7. There will be a parent/stakeholder meeting on Wednesday, 15 February at Alliance theatre beginning at 1700 to discuss traditional vs. block scheduling.
8. Mr. Tran is asking for parent volunteers to share their concerns and insights on how deployments and multiple moves affect family members. Volunteers will speak at the next faculty meeting on March 5 at 1545-1600 in the school library. Volunteers are to include family members of enlisted and officer personnel, as well as single parents. If you are interested, please notify a SAC member.
9. A concern was raised by a parent in reference to the departure time of substitute teachers at the end of the school day. Substitute teachers will be reminded of their work hours.
10. She asked Mr. Tran if the school would support a Booster Club for next school year. Mr. Tran stated that the school would support all efforts to organize a Booster Club. She will be leading the efforts to organize a Booster Club next school year.
11. The Junior Class store will be closing on 1 March due to concerns that it is not following the DoDEA Wellness policy. The policy was reviewed by Dr. Warner and she has made recommendations based on the nutrition policy. This policy also affects the Scholarship Committee coke machine near the green room.

The next SAC meeting will be Wednesday, 7 March at 1600 in Mr. Tran's office. Meeting adjourned at 1712.