

**SCHOOL ADVISORY COMMITTEE (SAC) AND INSTALLATION
ADVISORY COMMITTEE (IAC)
End of the Year Report**

School/Complex: Brussels American School

Date: 15 June 2011

Committee Name Title: Brussels American School Advisory Committee (BASAC)

**MEMORANDUM for the DIRECTOR, DODEA
CHIEF OF STAFF, DODEA
DISTRICT SUPERINTENDENT, Isles**

Subject: End-of-Year SAC/IAC Report (SY2011/2012)

1. COMMITTEE MEMBERSHIP:

<u>Name:</u>	<u>Position:</u>	<u>Membership</u>
Alexander DeFazio	Chairman	Parent
Christopher Vahrenhorst	Vice Chairman	Faculty
Robert Trabucchi	Secretary	Parent
Mark McVicker		Faculty
Carol Ann Whipple		Faculty
Pam Mobley		Parent
Jane Rudy		Student Representative

MEETINGS HELD DURING THE REPORT PERIOD:

23 September 2011 (11 in attendance)	29 March 2012 (9 in attendance)
21 November 2011 (10 in attendance)	17 May 2012 (11 in attendance)
26 January 2012 (10 in attendance)	

OVERALL COMMITTEE GOALS AND OBJECTIVES:

- Goals were same as the DoDEA Community Strategic Plan
- Objective 1: Facilitate open dialogue between the BAS Administration, Faculty, Parents, Students and US Army Garrison (USAG) leadership
- Objective 2: Provide a forum for BAS Community concerns to be heard and discussed in a productive manner
- Objective 3: Aid in the resolution of OPEN and newly identified issues impacting BAS and its students

- Objective 4: Monitor and advise for a smooth completion of current MILCON projects

2. Measures of success in achieving each Goal or Objective listed above:

- Objective 1: Resolution of issues solved at lowest possible level
- Objective 2: Well attended meetings on issues relevant to community concerns
- Objective 3: No OPEN issues remaining at end of SY
- Objective 4: No MILCON issues requiring HHQ support

3. Other matters addressed and any outcome from the work of the SAC/IAC.

- Parent notification in emergency situations (CSP Goal 2)
- DoDEA Attendance Policy feedback (CSP Goal 1 and 2)
- Space Availability for Partnership for Peace Students (CSP Goal 1)
- Aligning BAS holiday schedule with that of NATO HQs (CSP Goal 1 and 2)

4. List the major achievements of the committee:

- Parent notification in emergency situations-- An unscheduled school closure from the previous school year brought to light the difficulty in communicating in mass to parents in a timely fashion. This SAC was able to close this issue as it was determined by DoDEA HQ to treat this as a local Force Protection issue. Funding for alternate options, like auto-dialers or automatic e-mail notifications, was unavailable. The current method of using AFN was decided as adequate for the current threat level.

- Feedback on DoDEA Regulation 2095.1, School Attendance—After multiple meetings on this subject, the SAC agreed upon the following recommendations for District Superintendent’s consideration:

1. The policy should provide clear guidance on when make-up work is to be provided to students/parents. We suggest adding a paragraph that states, “Make-up work is to be provided to students/parents for all pre-notified absences”. This language could be inserted in the policy in para. 4, as 4. b. (5), moving the current 4.b(5) to (6), and (6) to (7).
2. In addition to the current appeal process for loss of credit mentioned in para 8.d(5), this policy should provide for an appeals process for all school decisions regarding consequences for attendance violations.

- Space Availability for Partnership for Peace Students—while not an issue for the SAC to decide, it was discussed to ensure faculty and parents were aware of the issue and its implications. Dependent children of NATO’s Partnership for Peace program

countries are allowed, by DoD policy, to attend DoDDS-E schools tuition-free on a space available basis. In the past, this has not been an issue at BAS but due to a recent DoDEA manpower audit, staffing has been reduced and BAS will most likely be unable to accommodate all Partnership for Peace students next year.

- Aligning BAS holiday schedule with that of NATO HQs—the vast majority of BAS parents work at the NATO HQ in Brussels. Since the holiday schedule of NATO and BAS are not the same, it sometimes causes a problem with parents and BAS employees whose spouses work at NATO when they have different days off. Currently there are 26 days per year where the schedules mismatch (where one is off and the other is not). The BASAC concluded this issue was a complicated one with several factors involved. The necessary facts were not available at the time this issue was raised (17 May 2012) and since it was too late to impact SY 2012-13, we decided to research the issue and revisit the issue in the fall.

5. List any concerns requiring additional review and recommendations for the succeeding SAC/IAC:

- Attendance Policy
- Alignment of BAS and NATO HQ holiday schedules

6. List Actions taken to strengthen and improve the local SAC/IAC:

- The community was encouraged to discuss community issues by communicating issues with a BASAC member, submitting a BASAC issues form, and by coming to meetings to describe the issues and offer solutions. They were also reminded to attempt to solve issues at the lowest level possible prior to raising the issue to the BASAC.

7. Recommendations for the improvement of the Local Education Advisory Program:

- None

cc:

Principal
Commander
Advisory Members
Superintendent, Isles District

//Alexander DeFazio/15 June 2012//

Chairperson
Brussels American School Advisory Committee and Installation Committee