

MEMORANDUM FOR RECORD

SUBJECT: Minutes of the October 4, 2007 BASAC Meeting

- 1) The Chairman called the meeting to order at 17:35 PM.
- 2) Members attending: Two parent representatives, three faculty representatives, and the student representative. Also attending was the School Principal, the USA Garrison Brussels Commander, and the Community Coordinator.
- 3) The Chairman began the meeting by welcoming everyone to the second BASAC meeting of the school year. He ensured everyone had a copy of the agenda, and made note that the agenda should be posted on the school website prior to the next meeting.
- 4) Old Business.
 - a. Teen Center – The use of one of the racquetball courts as a teen center, is still an open issue. In order to do this the building would need to be brought up to fire code. The project would cost about \$93K, and would go on the Garrison's FY08 SRM wish-list. However, the Garrison Commander would like to know if there is still interest in this project. OPEN
 - b. Middle School Test Clustering – Addressed in Principal's Report. CLOSED
 - c. School Lunches – Addressed in the Principal's Report. The lunch offerings seemed to have improved also. CLOSED
- 5) Principal's Report:
 - a. Middle School Test Clustering – The issue has been identified to the teachers, and an effort will be made to adjust. However, there will be situations where this cannot be avoided. The option exists for a student that has multiple tests in one day, and is overwhelmed, to take a proctored test in the evening. These arrangements are to be made with the teacher on a case by case basis.
 - b. Elementary Lunch – The issue was the excessive a-la-carte dessert options available during elementary lunch. Students were abandoning lunch options in favor of the desserts. A call was placed to the AAFES Representative with almost immediate results. There remain a few choices left for dessert.
 - c. The Principal brought up a concern of the teachers and staff at the school about the hours of operation at the APO. The teachers cannot make it to the Garrison to mail packages within their limited hours of operation. The Garrison Commander addressed the issue during his report.
- 6) Assistant Principal's Report: Assistant Principal was not present; the Principal briefed on her behalf.

- a. MILCON Project (New Gymnasium and a Fine Arts Facility)– The project schedule was briefed. Dates of interest include:

Design Completion – February 2008
Construction Starts – August 2008
Construction Complete – January 2010
Occupancy Date – April 2010

- b. Facility Improvement Funds – One million dollars has been identified for building improvements and enhancements to bring the school facilities up to current fire code. Projects include fire alarm upgrade, emergency lighting, firewall enhancements, stairwell upgrades, and replacement of exterior doors.

7) The USAG Brussels Commander:

- a. APO Hours – After contacting the 2nd Air Postal Squadron, a decision to open the APO from 11:00hrs to 16:00hrs, Mondays and Wednesdays, was made to accommodate the community.
- b. Pet Policy – The policy for pets on Garrison facilities is NO PETS on the premises. This includes the school compound.
- c. School Bus Drivers Semi-annual Check – The Zaventem Police will be checking bus drivers.
- d. The Installation Management Command is exploring the possibility of funding busses for family members to go on DoDDs and Youth Sports away games.

8) Student Liaison's Report:

- a. Homecoming Week – An event filled week for homecoming is planned. Some of the events scheduled include hallway decorating contests, spirit poster contest, pep rally, and a powder puff game during Friday lunch.
- b. Lunch Opinion Poll – Recurring themes identified during the poll included:
 - i. No Breakfast for lunch
 - ii. Long Lines
 - iii. Ordering from both lines contributed to the slow lines.

9) Nothing was brought up for New Business or Open Forum.

10) The next BASAC meeting will be on 8 November, in the BAS Library, at 5:30 PM.

Secretary