

# Brussels American School Advisory Committee/Installation Advisory Committee (BASAC/IAC)

MEMORANDUM FOR RECORD

SUBJECT: Minutes for BASAC/IAC Meeting, 3 March 2010

1. Opening Remarks and introduction of the new BASAC/IAC members
  - a. The Chairman called the meeting to order. Voting members present included three parent representatives, three faculty representatives, and the Student Representative. Liaison members present included the Principal and USAG Commander. Others in attendance included, USAG CSM, USAG CSM, School Liaison Officer, School Resource Manager, Vice Principal, CYS-MFLC, USAG DPTMS, Army Corps of Engineers Project Manager and 3 parent/community members.
  - b. The Chairman commented that the last couple of weeks have been challenging due to the construction on the Sterrebeek Annex. Thanked the community for helping to ensure the safety of the students by showing their concern and support for the ongoing on construction safety issues and asked for their continued alertness.
2. Minutes from the previous meeting (4 FEB 10) were approved.
3. Old Business
  - a. 6<sup>th</sup> Grade Homework and New Middle School Student Concerns – The Principal asked for feedback from teachers after the exams. The Principal feels that it is good practice for the students to take comprehensive semester exams like they will in HS and college. On a separate note, the dialogue the Principal had with the students, on this issue, was healthy and he wants to encourage students to continue to ask questions and express their concern about the issues that are important to them. On the subject of new students, the Principal is working with parents and plans to conduct an Open House and special event focusing on new students and 6<sup>th</sup> graders at the beginning of next school year. **[OPEN]**
  - b. Quality Assurance Review – The QAR visit is scheduled for 26 APR 10. The Principal is in regular contact with the QAR Team Leader. He is optimistic that it will be a good visit for both the QAR Team and the school. The students are producing a video. A committee of teachers is working on the hospitality for the team. The team will be given a briefing by Brig Gen Petersen and the USAG CDR on NATO. There is a SILT meeting on 30 MAR 10 and on 2 APR 10. Parents are encouraged to participate in the SILT. **[OPEN]**

- c. BAS Scheduled Vacation Days for SY 10/11 and NATO Holidays – It is too early to schedule the two in-service days BAS will have for SY 10/11. This item is open for tracking purposes. **[OPEN]**
- d. New Family Ambassador Program – This is a PTSO sponsored activity that BAS is supporting. Parents and students will volunteer to be ambassadors to incoming families. The goal is to improve the flow of information relevant to new families coming to BAS. A team of parents are working to put together an information booklet with useful information on community and school related items. If parents have feedback, please send to Beth Burchfield – [Miatajb@aol.com](mailto:Miatajb@aol.com). They are also working to setup coordinated tours of the school. They are looking into using Career Practicum participants as possible tour guides. The Principal offered that this program is a perfect example of parents helping with solutions. He thanked the parents and encouraged other parents to support this effort. The Chairman asked about support to this program from the school and the Principal said that BAS is involved in this process. There is a Permission to Contact form that will be used to gain the contact information of incoming families. The school will facilitate this process. The Chairman moved to close this item. **[CLOSED]**

#### 4. Principal's Report

- a. BAS had 4 VIP visits recently. AMB Gutman, who will be the guest speaker for Senior Graduation, visited BAS recently. Mrs. Gallagher and Mrs. Petersen were also given a tour of the school. Mrs. Stravidis, a BAS Alum, recent toured the school as well. Mr. Stein, a SES member of the US Mission to NATO, visited the recently held wrestling tournament at BAS.
- b. Construction – Recently started work near the Music and ES. The construction work makes for a dynamic environment. The first issue that arose had to do with walking paths since the normal walkways were not available due to the construction. Second, barriers were required to separate the construction work from the students and faculty. Movement of construction vehicles across the school grounds was also an issue. The administration had to move quickly from a reactionary mode to a proactive mode. Parents had expressed concern about the path taken by students and moving construction equipment. Escorts are now utilized to aid in the movement of the ES students. Currently all safety requirements are being met, to include Army Corps of Engineers, DODEA and Army requirements. Chairman asked if the site also needed to meet US standards and the answer was yes and it does. The Principal had previously requested 5 feet of separation from the fence and construction work. In order to facilitate this requirement, the school created three courses of action for routes across the school grounds. The administration is now made aware of planned work in advance of it occurring. The Student Rep was asked at the meeting if he was comfortable with the construction and his reply was yes. The Principal briefed to the BASAC the 3 route options. The BASAC Secretary asked if the students had been briefed by the faculty or administration on the

construction activity and the safety rules and the answer was not in a coordinated effort, but that it was a good idea to be done. The Principal did want to ensure that the community had correct information on a non-event. A student **was not** put into harms way with regards to construction vehicle movement. **[OPEN]**

5. Student Report - Student Council plans for Field Day are coming together. They are planning for both rainy and sunny weather scenarios. The event will most likely take place in late May. The Student Council is also preparing to support the QAR.
6. Garrison Commander's Report
  - a. Construction - Garrison Commander, because of safety concerns, has coordinated a weekly construction meeting between the Army Corps of Engineers, USAG, and DODEA. The meeting will primarily focus on safety and the work areas for the next week. The Garrison is going to provide radios to BAS and the Project Manager to aid in real time communication requirements. The Chairman asked about the Youth Center construction and the USAG CDR responded that work will be in early April.
  - b. Sports Fields – AMB Gutman inquired about the sports fields situation. The rezoning effort is one of the concerns of the Ambassador. The USAG CDR is positive on the success of the rezoning effort. The goal is for a SEP timeframe to lease the land with ground breaking in April 2011 and will take about 6 months to complete. The funding should be there for this project.
7. School Liaison Officer's Report - Nothing to report.
8. New Business - None
9. Open Session – A Parent Representative reported that the NATO bring your child to work day is being planned for 30 APR 10. The participating age groups will be similar to last year (10 y/o and older).
10. Closing Remarks – The Chairman thanked the Army Corps of Engineers representative for being present at the meeting. He acknowledged that the Friday construction meetings were required and that radios for urgent communication should ease the community's concerns. He added that, as a community, we can either engage each other in an attempt to solve difficult situations or not communicate with each other, possibly endangering the very thing we aim to protect. Furthermore, the Principal and USAG CDR are the two community members who have the tools to solve most issues. They should be engaged first and often. He also thanked all those present for taking the time to show their concern and support for the ongoing construction safety issues and asked for continued alertness. He proposed the next meeting will be 6 May 10. The Chairman adjourned the meeting.