

## SAC Meeting Minutes

January 23, 2012

### I. Call to order

T.B. called to order the regular meeting of the School Advisory Committee at 2:45 p.m. on January 23, 2012 in room 106, Sigonella Elementary School.

A motion was made and seconded to approve the November 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. E.V.	NASSIG
CMC D. G.	NASSIG
Mr. T. S.	Food Services
Mr. J. G.	Transportation

b. School Representatives

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

c. Parent Representatives

Mrs. T.B.	SAC Chair
Mrs. L.M.	SAC Secretary
Mrs. M.B.	

### III. Old Business

- a. The internet server was separated from the Naples server on Dec.15. An upgrade of the local server is expected this spring.
- b. Rain cover between kindergarten building and main building request remains on the DoDEA list and is waiting for funding.
- c. Anti-bird system was installed, but there continues to be a bird problem. The company made a few suggestions to try before returning them. If those don't work, Mr. C. will return them and get a refund.
- d. New school self-dismissal policy—Command signed paperwork. Children in 1<sup>st</sup> grade and above who live on NAS 1 can walk home without supervision.

### IV. Reports

a. Principals Report (Mr. Coubrough)

- i. Spelling Bee this Thursday at 8:15.
- ii. Thursday is also a half day for students. The teachers are attending a required training by DoDEA for Differential Instruction the second half of the day.
- iii. Friday is set aside for teachers to complete report cards. No students that day.
- iv. Monday, January 30, author N. D. will begin her week-long visit.

- v. Feb. 6 is Parent-Teacher Conference Day. This is particularly important for parents or teachers who have concerns and new parents to the school. Teachers will contact the parents if she/he has concerns. Parents can also request a conference.
  - vi. Five on Friday is going very well. Mr. C. is getting great feedback. He highlights the names after he calls them. Most of the names are highlighted.
- b. Command Report (Capt. Butler and Cmdr. V.)
- i. Strike is over some gas stations are open.
  - ii. Elementary is powered by natural gas, high school is not. If the base runs out of gas, high school will be affected.
  - iii. Because they are effective, expect to see more strikes. The Italians must apply for a permit in order to strike and are only allowed 5 days.
  - iv. LTJG S. trained 30-50% of teachers on emergency management.
  - v. Similar strikes are beginning in more northern parts of Italy.
  - vi. Cpt. B. would like to talk to school leadership about lessons learned from the truckers' strike.
    - 1. NASSIG found that Facebook was extremely important on getting the word out.
    - 2. He believes there should be a written policy so future people in the school will know how to handle similar circumstances.
    - 3. Many teachers were concerned about their safety driving to and from school. A new policy was put into place that allowed them to ride the buses with the students.
  - vii. Cpt. B. and CMC G. made all-hands calls and found that many people are satisfied with Sigonella.
  - viii. 3000 NATO Forces are coming with families. Not sure the exact time period but base service facilities will be shared.
- c. School Liason Officer (Mr. M.)
- i. Nothing to report this month.
- d. Transportation Report (Mr. G.)
- i. Big applause for Mr. G. from the room for his handling of the strike crisis. Many alterations had to be made and all continued to run smoothly.
  - ii. Added one bus and increased bus size for many others to accommodate the changes.
  - iii. Tested a bus entrance on side gate near Hillis Drive and it worked fine. Beginning Jan. 30, the road from gate to the school will be closed to all other traffic for short periods of time—buses only.
  - iv. Jan. 19<sup>th</sup> 4 buses were late due to the strike. All major highways were blocked which forced buses to drive through towns.
  - v. No misbehavior reports.
  - vi. Rider numbers are the same.
  - vii. Command cancelled policy about discipline. The school, not the Navy, should discipline students.
    - 1. Mr. G. would also like 1752.2E p. 5n to be crossed out. Small children should not be allowed to be walked home by and older sibling. It must be an authorized adult.

- viii. Command requested an approximate passenger count for buses. The count covered 4 days of recording.
  - ix. Both monitor and bus driver were fired after they left a child on the bus.
  - x. Clarification of bus monitors' seating—monitors must sit in the passenger compartment of the bus, sometimes next to problem children. All are instructed not to sit in the very front next to the door. Sometimes a trainee may sit in the front of the bus.
  - xi. Cmd. V asked if teachers could ride on buses regardless of strike. Answer: The contractor will not allow that.
- e. Food Services (Mr. S.)
- i. Because of the truck strike, starting today, milk will be carton milk served in cups.
- f. CSI Report (Mrs. D.)
- i. April 23-27 are official accreditation days. Five team members will be here from Advance Ed. Monday will be an in-brief with team, Tuesday thru Thursday is assessment. 3:00, Thursday, is the out-brief. All faculty and parents are invited to attend. Friday, relax and celebrate!
  - ii. KISA (Knights in Shining Armor) is going strong. This month was a healthy discussion about communication. They placed a label on each lunchroom milk carton with questions they may be asked during accreditation. This will get the children talking and thinking about the topics.
  - iii. Math Knight is rescheduled for Feb. 3.
  - iv. CSI Technology Day is this Friday. Teachers will be training all day.
  - v. DoDEA Report Card is available on the DoDEA website. Sigonella is amazing! Students scored between 73-88 percentiles in every subject. S.D. asked the Principal to add the link to the next newsletter so parents can see it themselves.
  - vi. Next Parent Connection meeting is tomorrow at 12:00. Mrs. G. will be teaching writer's workshop skills.
- g. PTO Report (Mrs. D.)
- i. N. D. is coming next week. The publishing company sent copies of books. Book sales start tomorrow. Tuesday thru Thursday will be Writers' Workshop in the classrooms.

## V. **Open Forum**

- a. L.M. submitted a suggestion for the district to input a mandatory 2<sup>nd</sup> parent-teacher conference in the spring. The fall conference is always informative and helpful to know where the child begins the year. The second conference will give the parents a better idea of the progress made and areas the child needs to focus over the summer. **Answer:** The suggestion will be included in the end of the year report that is sent to the District, Area and Headquarters.
- b. C.M. asked about implementing in I.C.E. (Interactive Customer Evaluation) program. (Details about the program were not given during the meeting so they cannot be included in these notes.) **Answer:** Cpt. B. often gets stopped everywhere he goes and people make suggestions to him. He will look into this further and give more details at the next meeting.

- c. L.M. heard many parents complaining about the considerable number of 4 day school weeks. She also asked about why the middle/high school has fewer days off than the elementary. **Answer:** Student calendar is still 180 compulsory days. The elementary is given addition training days to prepare for the accreditation. It is also mandatory that every time the school receives new curriculum the teachers must be trained on how to implement it in the classroom. Elementary has additional days off because of “bank days.” (This was explained in a newsletter last year, but will be included again to remind parents.) It is too expensive to run separate elementary and middle/high school buses for the children living on the economy. In order to keep the same bus schedule, the elementary accumulates addition minutes every day. This adds up to a couple of days by the end of the year.

### **Adjournment**

- d. A motion was made and seconded to adjourn the meeting at 3:30 p.m.  
e. Minutes submitted by L.M.  
f. Next meeting: February 27, 2012 at 2:45 p.m., Room 106.

