

Patch Elementary School (PES)

School Advisory Committee (SAC)

Meeting Minutes

Thursday, 4 November 2008
3:00 pm, PES Library

Attendance

Names removed for privacy

Agenda

I. Call to Order (Welcome/Attendance/Approve Minutes) –

The minutes from the 2 Oct 08 meeting were approved.

II. Principal's Report –

The Principal reported that PES received funding for several after school activities including School Chorus, Odyssey of the Mind, etc. Teachers will be chosen to head these activities and parents will receive information via the newsletter.

The Vice Principal analyzed the Terra Nova data for the school years 2005-2006 and 2006-2007. He sampled 40-50 students who were enrolled at PES for 2 consecutive years and reported that the Terra Nova scores either statistically remained the same or decreased (in math). Further data will be collected and analyzed so that the school can identify potential areas of concern. This data will be looked at in the future in Continuous School Progress (CSP) meetings.

The SAC held discussions regarding the resignation of a 5th grade teacher. She completed her official paperwork at the end of Oct 08 and BA started the formal process of hiring a replacement. BA will send a letter to affected parents informing them of the school's plan. BA indicated that if a permanent replacement can not be obtained before the teacher leaves, then he will attempt to hire the same teacher as a substitute until his/her hiring is complete. This will allow a seamless transition for students and parents.

BA reported on the CSP Committees. These committees meet monthly and include Math (headed by AI), Communications (EP), Writing (KS), and Data (DS). BA said there is still a need for parent support of these meetings. Ideally there should be equal representation of teachers and parents; however, there is only one parent currently serving on these committees. BA will make sure that the CSP upcoming dates and included in the newsletter calendar.

RL re-visited the outstanding work order list and updated the requests. The padding for the gymnasium will be finished within the next 6 months.

III. IAC Report

A new task force (Tiger Team) was formed to determine the expected increase in population for AFRICOM. The Tiger Team will brief the SAC's from the Stuttgart community. JK will look into the status of the briefing.

The Bus Office will send out a Question and Answer about bus issues.

The next IAC meeting will be 3 Dec 08 at Patch Elementary School.

IV. Old Business

“Outstanding Items” updates – SS went through the Outstanding Items list and received a status update on all items. A new Outstanding Item list will be sent out with the minutes.

The By-Laws were approved.

The cafeteria recycling had nothing to report. This issue is tabled until the second line is functioning.

The Morning Safety Subcommittee formulated a drop-off and pick-up plan and submitted the plan to RP through the BA, the HS Principal, the Provost Marshall's Office, and the School Liaison Officer. The School Liaison Officer coordinated with the Safety Office and other applicable organizations. RP is reviewing the plan and formulating his response. We will probably have to meet to resolve any lingering issues.

The flashing lights were installed at the crosswalks and they are working well.

The Volunteer Hours Recording Subcommittee is looking for ways to make it easier for volunteers to log their hours. Currently, volunteers must go online and log them in each day they volunteer. CH will make a note for the front office and for the newsletter telling people about the website and how to access it.

The next Curriculum Standards/Communication CSP will be on 3 Dec at 1445 hrs.

The web page was updated. DS will look for the sanitized meeting minutes and add them to the web site.

V. New Business

LE will be leaving early, so a replacement must be found to finish his term. An election committee consisting of MK and BA will ensure that elections are fairly held. A notice will be placed in the Friday newsletter requesting volunteers for this position.

SS was voted new IAC Representative.

VI. Open Forum

The SAC held discussions about inappropriate websites at school. A parent noticed a website promoting drug use and requested the site be removed from the school. H made a request for the deletion of the site from all DoDDS Europe Schools. We have not heard a response yet. This discussion led to further discussion about playing games during school hours. BA will explore the school's policy on this and report back to the SAC next month.

People are parking in the loading zone (by the railroad arms in front of the school) and the lunchroom sometimes does not get shipments. BA will put a newsletter article reminding people that they can be ticketed and/or towed in this area.

There was concern that students were not being allowed to purchase Lunch Plus. During the discussion, it became apparent that not all teachers were asking students if they would like to purchase it. BA will tell the teachers to ask during lunch count if students want an additional main course. LL will run the Lunchroom FAQ again with an additional question about allergies and where they can indicate the allergy in the AAFES computer system.

VI. Adjourn