

Patch Elementary School

SAC Minutes

5 Apr 2012

Call To Order: 15:06

Attendance:

Dr. Robert Allen (Principal)	Tracy Abruzere (PTA)	Libby Philips (SAC President)	Jill Beckham (Teacher Rep)	Melody Gershkoff (Teacher Rep)	Joe Holder (School Liaison Officer)
Ron Lathrop (Asst Principal)	Beth Catchpole (PTA)	Angel Jones (Parent Rep)	Mark Luchs (SAC Secretary)	Robin Tessereau (Teacher Rep)	Mike Anderson (Parent Rep)
Adrienne Smith (Teacher Rep)	Lori Smith	Denise Suhr (Teacher Rep)	Lori Smith	Barbara Anderson	Anna Ingalls
Eddie Palladino (Teacher Rep)	Mark Luchs (Parent Rep)	Jessica Worch	Jani Gomez	Siobhan Gallagher	

1. March 2012 minutes corrected and approved
2. Opening Comments by SAC President:
 - a. Will work to post agenda one week prior to SAC meeting in accordance with by-laws
 - b. By-Laws need to be updated; the last update was in 2009
3. Reports:
 - A. Principal, Dr. Allen:
 - a. Staffing for 2012-2013: Dr. Allen reconfirmed the three new staff positions for 2012-13 SY. 1 Kindergarten teacher that will be partial German immersion. The other 2 positions will be a reading coach and a math coach. This was a reconfirmation from the March SAC meeting. Additionally, Dr. Allen followed up that 4 teachers from closing schools will be coming to PES next year. As he discussed in the March minutes, this means teachers hired in that last 2 years may be at risk for their position.
 - b. Space: PES space is at premium. This will require floating art and music teachers and the problem is only getting worse with influx of new teacher positions. Dr. Allen and SAC discussed the way ahead and Libby Phillips will provide a SAC memorandum to DoDEA district requesting support for more space. This proposal will support Dr. Allen's request for stackable classrooms outside the current multi-age building. This will hopefully recoup the two lost classrooms and perhaps add another 2 classrooms.

- c. Advanced Education Quality Assurance Team Visit: The school will have a visit from the Quality Assurance Team to do a Quality Assurance Review 24-26 April 2012. The team will arrive on 23 April 2012. The team will consist of 2 reviewers, 1 principal, 2 teachers and 1 parent. The team will visit during the annual registration process, but that will continue as scheduled.
 - d. School Leadership Interruptions: Continue to be discussed.
 - B. School Liaison Officer, Joe Holder
 - a. Left
 - C. IAC Rep (Jill Beckham)
 - a. See Next IAC is 9 May. Space issues to be addressed again and also follow-up on last round of emergency evacuations.
- 4. Old Business
 - a. Cafeteria Recycling: A re-cycle test was proposed using a single red barrel during PES lunches and supported by Student Council. All agreed that it was a good idea to conduct a limited test to capture demand, participation and success. This would be used to evaluate moving forward with a larger program.
- 5. New Business:
 - a. Emergency Evacuation: There was quite a bit of discussion on the 2 emergency evacuations over the last two months. Dr. Allen noted this was the first time he recalled such an evacuation happening once let alone two times. Although evacuations happened, it was not without some discomfort and confusion ...at least the first time. Of major concern was the execution of the Garrison plan to provide food and water support to the evacuated students. In both cases food and water did not arrive in a timely manner or did not arrive for the elementary school at all. This was of major concern to both SAC and PTA members alike. Mr. Holder informed the members that there was a Garrison plan, but after much discussion it was noted the plan seemed to be lacking or at least insufficient. The SAC asked if there were or they could see the plan and associated SOPs for an evacuation. Along this line, many discussed the need to pre-position food stuff for lock-down or evacuations so that teacher and student had assured food and water for the near-term. Of major concern was the notification process, it seemed that there were not e-mails etc to advise parent what to do with the children. It was recommended that this topic be brought up at the next IAC meeting on 9 May to discuss with the Garrison leadership. Specific actions include: What should be SAC position for support, Lockdown policy/supplies, get the policy for review, work supplies and determine best notification process. For the IAC meeting, the SAC recommend the following: discuss at next town Hall, do an internal policy review, set-up e-mail lists for home e-mails, supplies staged, determine/build policy for water and food, Build SOPs, develop PA contacts.
 - b. Bus Departure: Space issues were tabled at IAC meeting.
 - c. Cleaning Contract:

- d. SAC Charter/By-Laws: Angel Jones motioned that the current By-Laws be reviewed and updated as required. A vote was taken by the SAC President (Libby Phillips) and it was passed. The By-Laws will be sent out to members for review and further discussion.

Meeting adjourned at 16: 42; next meeting scheduled for 3 May 2012, 1500hrs.