

**Tuesday, 4 December 2012
4:30 PM – 5:30 PM
NMHS Media Center**

Members Present	Position	Representation
[REDACTED]	Chair	Parent
[REDACTED]	Vice-Chair	Parent
[REDACTED]	Secretary	Teacher
[REDACTED]	Representative	Teacher
[REDACTED]	Representative	Parent
[REDACTED]	Representative	Parent
[REDACTED]	Representative	Teacher
[REDACTED]	Representative	Teacher
[REDACTED]	Representative	Teacher
[REDACTED]	Union	Teacher
Duane Werner	Principal	
David Martin	Assistant Principal	
[REDACTED]	School Liaison Officer	Command

Community Members Present: [REDACTED]

Agenda

1. Welcome – Chair

We had a productive subcommittee meeting and we had an up-beat meeting and we were able to take few things of our agenda. Let’s get the word out that we want as many people here at SAC as possible. Everyone is welcome.
2. Old Business
 - a. Review and approval of November meeting minutes – Secretary

Th minutes were approved as written.
 - b. Discussion of SAC Goals and Objectives – [REDACTED]

Goals are attached. Some of the subcommittee questions were addressed.

 - i. Do we have a data public relations officer?

Administration: We have a public relations POC. She oversees our facebook page, send out the newsletter and submits to the Panorama.
 - ii. The work of the communication classes how can we share that on base?

Administration: We are currently working with AFN—there will be a fiber optics connection. They are already doing a Wildcat update on the radio. The video for each strand of the writing initiative is being produced by the Video Communication students. The once a week video announcement will now be embedded in seminar. It would be great to have spots before the movies produced by our students. The school liaison can work on this collaboration with MWR? The new student newspaper is currently an unofficial organization as it is not yet budgeted.

iii. Who has access to the board at the NEX?

The PSTA president has the key and will update soon. Important items to be included were discussed: Admin letter of welcome, booster club organization, SAC, PTSA, athletic information, CSI goals and mission statement. Martin emphasized telling our story with one unified voice.

iiii. Volunteerism: The PTSA has a volunteer coordinator and they are using volunteer spot.com. This website will trigger e-mails to volunteers that match specific needs. specifics. Bob Patulak will be attending the PTSA meeting to talk about parent involvement in CSI. The SAC will have a subcommittee to discuss volunteer coordination with the PTSA.

Everyone is invited to the December 13, PTSA meeting at 5:30-correction 6:30.

c. Summer staffing: Counselors/transition

Parent Question: How do we communicate for incoming and exiting families what is available to them? School Liaison: It is communicated in AO for those who come. Principal Duane Werner: This year due to a retirement we did not have as many counselor days at the beginning of the year. Summer will always be an issue. Summer of 2013 there will be a person on hand from 8 am - 4pm everyday. Also we are a complex, so we can split duties between the registrars. We know that the online registration information for DODEA has never worked. NM/HS will have a fill-able form available that is sent out for all parents new and returning. Teacher representative suggested that this could be on the website and at AO.

d. Aspen Training

David Martin: ASPEN training for parents in Dec 6th at 4 and 6 pm in the media center. All of the frozen accounts are active. Our district office ET now has permission to handle all of our NMHS ASPEN accounts directly here in Europe.

e. Athletic policies for travel/Europeans

Travel plans are made so that our athletes have recovery time built in. Specifically, this year's Championship location was decided because Weisbaden wanted no part of it so it went to Baumholder. Next year it will be in Kaiserslauten. There is a bid process for championships but Naples has very slim chances due to travel distances. Parent Representative: Is it possible to host different division events in different places here in Europe? It is not an even playing ground as NMHS is disadvantaged by traveling every week.

Administration: We were very fortunate to have free transportation to the football championship game. Also the basic cadet leadership training was recently held in Carney Park. We were able to host two other DODDS schools at no cost to us.

f. LRC: "Lady Wildcats"

This has been advised by SAC in the past. Union representative: We need to advise the Panorama and other publication. The SAC reiterates this advice.

3. New Business

a. DODEA School Counseling Program

Parent Representative: How do we publicize the great things, that our counselors do? College night was discussed as a highlight. We need to make sure parents know all the things that the counseling program is doing to we can do to help our students succeed. Focus on getting information out on scholarships out as much as possible. VP: Panorama publishes all of the stats with college acceptance and scholarship money received. Grants, scholarships. A parent representative suggested a Principal's corner in the Panorama and the School Liaison Officer thinks the editor will be amenable to the concept. PTSA president recommended that we take it further and include all school events and a teacher representative suggested highlighting key newsletter articles in the principal's corner.

Action Item: The Data POC agrees to post a graph of money in scholarships for students.

b. Discussion of Installation Advisory Committee changes to IAC format.

The move was made to have a IAC only as needed due to the redundancy with SAC. School Liaison Officer gave background: We were directed to have them to be in compliance with the instruction. So we had 2 last year with Captain Gray. Last year we had a few issues at the first meeting but since they have only revisited SAC issues. We can directly contact the Captain on issues through the SLO and call the meeting as needed.

Parent Representative: We would love Captain Gray attend every SAC meeting. We will continue to use IAC as a formal structure if an issue needs to move up. SLO things can go on to the DAC without traveling through the IAC. But SAC should only be focused on academic issues. Administration: Issues that go to IAC should be ones that can be directly control led by Captain Gray. The SAC s can coordinate other issues through the SLO.

c. PX display case-Discussed above.

d. Honor Roll requirements MS/HS-Parent issue. Have the requirements for the middle school honor roll changed? How?

Administration: Because the honor roll does not calculate correctly, the middle school honor roll is only A or A/B. This has raised the most issues with parents. The switch from GPA was not specifically communicated. It looks like our honor roll is consistent with the upper elementary. At high school the categories were flattened to 3 levels 3-3.49, 3.5 – 3.99 and 4 +. I Discussion: In

the broader scheme how do we address a student with all A's and one in middle school who do *not being* recognized or the negative of a student at the high school with all A's and one F *being* recognized. Vice-Principal David Martin agrees that we cannot please everyone.

Parent Representative: It is important that we have a consistent, communicated policy. More information is always better.

4. New items for next meeting

- a. Reports that DODDS Europe transcripts had errors.

Principal Duane Werner: There was not a single senior that graduated from here with a transcript error. When they looked at juniors in DODDS Europe there were transcription errors such as A vs A- for incoming students. Registrars and counselors were trained and last year to look closely at transcription. There will be an audit in the next two months that will check the transcription of every student. In addition parents will be able to view transcripts in ASPEN. 33% of our records were looked at *today* and we came back with an excellent rating.

- b. Can we see the transcript now? The administration encourages parents to come to training and find out.
- c. Volunteer hours for NJHS?
- d. The next SAC meeting will be the first Tuesday in February.

5. Adjournment 5:45