

Brussels American School Advisory Committee (BASAC)

MEMORANDUM FOR RECORD

SUBJECT: Minutes of the April 5, 2007 BASAC Meeting

- 1) The Chairman called the meeting to order at 5:30 PM.
- 2) Members attending: Chairman, and two other parent representatives, two teacher representatives, and the student representative. Also attending: School Principal, Assistant Principal, the Community Coordinator, the Garrison Commander, the DODEA Isles District Assistant Superintendent, the Isles District Engineer, project managers from MILCON, and Engineers from the DPW Chievres, DODEA HQ in Wiesbaden, and the U.S. Army Corps of Engineers.
- 3) Update from Isles District and MILCON Team on MILCON Project for new BAS Gymnasium and Music/Fine Arts Suites:
 - a) Both the Chair and the Principal welcomed representatives of the MILCON Project, as well as the Assistant Superintendent. The Assistant Supt. expressed pleasure on attending and emphasized both the importance and hard work inherent in this new building project, as well as his positive impression of BAS upon his visit.
 - b) MILCON Team Presentation:
 - The DODEA-Europe (Wiesbaden) Facilities Engineer reported with pleasure that BAS was fortunate to gain approval for this \$5.9 million fiscal '08 Project as competition for limited funds was fierce. The Gym Facility—to be located where presently there are tennis courts and a portion of an adjacent playground—will include a gymnasium and weight room, locker rooms, bleacher seating, offices, storage rooms, toilets and ancillary spaces. The Fine Arts Facility—to be located between the Elementary Building and the High School Building walkway—will include an Art Suite (with a studio area, a kiln center, and a graphic arts area) and a Music Suite (with a band room, choir room, and instrument room).
 - The time frame for the project is as follows:
 - May '07: Beginning of Design Phase
 - Jan. '08: Design Complete
 - June '08: Construction Contract Complete
 - Aug. '08: Start of Construction
 - 30 Jan, '10: Completion Date
 - 20 April, '10: Occupancy Date
 - A large site plan of the proposed buildings, and their placement on the BAS campus, was displayed for all to see as Engineers identified building restrictions in relation to the current softball fields and the access road/parking lot near the current gymnasium.

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- Engineers acknowledged that construction—particularly on the Art & Music Suite—will be occurring in the heart of the campus, and that every effort will be made to minimize distractions to students.
- It was made clear that there would be no interference with the current softball fields, but that a portion of the playground and most likely all 3 tennis courts would be lost.
- The Chair suggested to Engineers that when constructing the gymnasium an entrance from the west may assist in minimizing obstruction with other campus activities.
- It was observed by engineers that some type of added support to the terrain just south of the softball fields may be required when construction on the gym begins.
- It was affirmed that under the current plan, DODEA/BAS will lose its current weight room and gym, despite the significant net loss of storage space and weight room square footage, as a result of the replacement (new) gym.
- Engineers reaffirmed that the replacement gym will have more of everything except storage space. Additionally, the Art and Music Suite will have significantly more space and potential than the current Art and Music Rooms. The DODEA Facilities Engineer asserted his hope that the community could also benefit from these buildings. This raised a question about the primary purpose of the buildings. The BAS Principal and Assistant Supt. affirmed that these buildings were being built for school use above all, while acknowledging the likelihood that the Community Band, for instance, may benefit as well.
- Upon further questions regarding the loss of weight room and storage space, the DODEA Facilities Engineer cited DODEA specifications which prioritize equity among DODEA facilities. Also cited was the possibility for creative solutions to storage problems (e.g., storing “up” with efficient shelving, and installing electronic wrestling mat hoists for storage along gym walls).
- The Isles District Supt. indicated that he would explore whether “any internal lines can slide;” i.e., whether storage space or weight room space can be found by reducing the size of other areas (locker rooms, bathrooms, etc.) in the new gym.
- It was confirmed that the present Weight Room and Gymnasium must be transferred to the Installation.
- Other features of the new gym were discussed, such as electronically retractable bleachers, a regulation floor (the material for which will be decided later in the design phase), a net to divide the main floor into two sections, and perhaps the possibility of a Dutch door to create a place for a concession stand.

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- In response to a question about the “green” aspects of the proposed facilities, the engineers acknowledged that a proposal for solar heating had been made, and that all such possibilities will be considered as long as the needs of the school are met.
 - The USAG Commander asked the Engineers to please ensure that the Construction Contract will require adherence to details such as no smoking and the locking of construction fences after working hours.
 - The Assistant Supt. acknowledged the importance of contract negotiations, while urging that money be allocated first for the best facility possible.
 - The Assistant Supt. assured BAS that the Isles District Engineer will come to Brussels during the next phase to assist when the design is ready for review and refinement. The Assistant Supt. also affirmed that playground realignment is already underway, though the new equipment will come out of a different budget.
 - In response to a question from the Chair, the Principal acknowledged that BAS must find an alternative for the present Tennis Courts, and that leasing was very possible.
 - In response to a question from the Chair, the MILCON team acknowledged that contract negotiations may be somewhat handicapped since the dollar amount for the project has been published, but asserted that since this must be included in public documents, it is unavoidable. The MILCON team also noted that quite a few recent projects handled in a similar way have come in under budget.
 - In response to a question from the Chair concerning who will be pinpointed as the Contracting Officers Representative (COR) for this project, the MILCON team agreed that representatives from Chievres DPW would be assigned this task, but acknowledged that as they will no doubt be very busy, another person may need to be appointed for this important task.
 - Finally, the MILCON team identified the DODEA Facilities Engineer, the Isles District Engineer, and the BAS Principal as first points of contact for further questions from SAC.
- 4) Old Business: The Chair mentioned only SAC Elections. All six positions, plus the Student Liaison position, will be open in the election, which will be conducted next month by a parent volunteer (who is also the Booster Club President).
- 5) Principal’s Report: The visit of the MILCON group served as the Principal’s Report.
- 6) Athletic Director’s Report (given by the Secretary): All Springs Sports are going well. The Track Sponsor is still looking for more volunteer help for the April 21

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Home Track Meet. Any AP Testing conflicts which may have been caused by Soccer Europeans have been solved. The Principal indicated that the DODEA Headquarters has been very responsive to BAS needs in this matter.

- 7) Student Liaison's Report: In response to a request from the European Head of AAFES upon visiting BAS, the Student Liaison has completed and submitted a report on the AAFES lunch program at BAS. There has not yet been a response from AAFES.
- 8) US Army Garrison Commander's Report:
 - a) The Commander asserted that DPW Benelux needs to visit Brussels to see how the new MILCON Project fits all needs.
 - b) In the event that USAG Brussels is able to lease the farmland adjacent to/directly east of campus, the Commander has a plan to place a Child Development Center and a playground on the current softball field nearest to the existing gym.
 - c) While it seems possible to lease the farmland adjacent to BAS for athletic fields, the primary obstacle preventing this is the cost (\$675,000).
- 9) Other Business:

The Chair summarized a recent community meeting which brainstormed ideas on how to improve the activities and the use of facilities within the Brussels American Community. At these meetings there seemed to be a consensus for increased access to indoor and outdoor facilities (the BAS MPR, BAS fields, the BAS gym, and some elements of the Garrison). The Principal asserted that the new MILCON project may be a part of an answer to these concerns. The Chair urged for a stronger partnership between all elements of the community.
- 10) Open Forum:
 - a) The USAG Commander announced that he is on the verge of deploying a "Teen Fitness Center Annex" in the foyer of the Racquetball Court. The Youth Sports Director will be present in the foyer between the end of school and the beginning of evening CYS sports practices. The purpose is apparently to allow BAS students to have a place to drop their bags and be supervised in this interim time.
 - b) A parent in attendance asked whether class syllabi were a requirement for BAS teachers. The Chair indicated his intent to follow up on this parent's request with the Principal.
 - c) A parent in attendance found it "odd" that the office was not aware of a particular teacher's whereabouts at a certain time of the school day. A parent SAC member remarked that it did not seem reasonable that teachers should be required to "clock in and clock out" if they were to ever leave their workstation.

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The Principal indicated an awareness that some teachers do, for instance, go to the Garrison during the day to cash checks.

- 11) The Chairman adjourned the meeting at 7:40 p.m.

Secretary