

## MEMORANDUM FOR RECORD

SUBJECT: Minutes of the September 04, 2008 BASAC Meeting

- 1) Members attending - Three parent representatives, three faculty representatives, the student representative, the Principal and Vice-Principal.
- 2) SAC Training SY 2008/2009 - The principal conducted SAC training and addressed questions from the council.
- 3) The Chairman called the meeting to order at 17:36h and welcomed everyone to a new year at BAS. He welcomed the new Student Council Representative, the new Principal, and welcomed back the Vice-Principal. He reviewed the purpose and time of the meetings, and a discussion occurred on the frequency of the meetings. Currently we hold meetings monthly, but there is only a requirement to meet four times during the school year. It was decided that with the MILCON project starting in October we should meet in October and November, and then decide how often we should meet the rest of the school year.
- 4) Old Business
  - a. School Lunch Issue – There seems to have been a marked improvement on the school lunches. [CLOSED]
  - b. Water Fountain Replacements – The Vice-Principal reported on this issue. [CLOSED]
- 5) New Business
  - a. School Sign – A question was raised about repainting the “BRUSSELS AMERICAN SCHOOL” letters in front of the school. Currently the letters are blue on a blue background making them almost unreadable. They were painted white prior to September 11, 2001, and were painted blue for Force Protection reasons. Since we are flying an American flag over the school, are those reasons applicable any longer. [OPEN]
  - b. Speed Bump – A question was raised about the necessity of the speed bumps on the school compound, especially the one at the front gate. Since speed is reduced when entering the gate, is the speed bump required? [OPEN]
- 6) Principal’s Report –
  - a. Back to School BBQ - The Principal remarked on how the Back to School BBQ went very well and thanked all the volunteers that made it possible. The altered format due to the construction in the Middle School and High School seemed to go very well. Many parents appreciated the convenience of seeing all the teachers in one venue.

- b. Enrollment - He reported that we currently had 290 students enrolled with 6 more pending. There is a staffing level adjustment at 300 students; currently we have not reached that level. Our hopes are to reach that level in the next month or so.
- c. Sports – practices have been underway and going well.
- d. Construction – Currently there are temporary doors on classrooms because of back orders. The contractor will be replacing them with permanent doors from 19-21 September to complete the project.
- e. Asbestos – During the construction asbestos was found when they were replacing the flooring. Due to the location under the flooring, there is no need for worry. A letter will go out with further details. There is no immediate danger.
- f. Gas Leak – There was a gas leak discovered. The gas was shut-off until repairs could be made. Repairs have now been made and gas will be restored upon a safety inspection on 9 September. Currently the kitchen staff is using the ovens to cook lunch, so there is no disruption in the lunch room. The Chemistry Lab is impacted because the Bunsen burners do not have gas.

#### 7) Vice-Principal's Report

- a. Contractor Discrepancies – Problems have been identified in the Elementary and High School buildings: Floor coverings buckling, molding coming apart, and mishandled waste. These items have been identified and reported to the contractor.
- b. Unfunded Requests – Several unfunded requests have been identified
  - i. Water Fountains - \$3,570
  - ii. Stage Curtains for MPR - \$15,000
  - iii. Window Seals in Elementary Building - \$11,000
  - iv. Repaint Flag Poles - \$8,000
  - v. Stage Flooring - \$5,000 (awaiting estimate)
- c. College Night – Scheduled for 18:00 on 2 October
- d. PSAT scheduled for 15 October.

#### 8) Student Representative's Report

- a. SCA Elections are in the process of completion.

- b. Home Coming Week – Decisions are being finalized on themes and events:  
Monday – Cartoon Day, Tuesday – Hospital Day, Wednesday – Hero/Villain Day, Thursday – Wacky/Tacky Day, and Friday – Blue & White Day.
  - c. Dance – a dance is scheduled for 5 September.
- 9) Garrison Commander's Report – Not present
- 10) School Liaison Officer – Not present.
- 11) Open Forum
- a. DoDDs Survey – There will be a survey this year. Our hopes are that the results will be made available to the school. [CLOSED]
  - b. Drop-off Areas – There seems to be an issue with dropping off students by the front gate. What options are available for parents not entering the compound to drop off students? Are the planter boxes in front of the school for Force Protection? [OPEN]
  - c. Bus Routing during MILCON Project - Will the MILCON project interfere with the bus traffic pattern through the school? [OPEN]
- 12) The meeting adjourned at 18:15h. The next meeting time and location are to be determined.

Secretary