

Brussels American School Advisory Committee/Installation Advisory Committee (BASAC/IAC)

MEMORANDUM FOR RECORD

SUBJECT: Minutes for BASAC/IAC Meeting, 4 February 2010

1. Opening Remarks and introduction of the new BASAC/IAC members
 - a. The Chairman called the meeting to order. Voting members present included three parent representatives, three faculty representatives, and the Student Representative. Liaison members present included the Principal. Others in attendance included Brig Gen Petersen (Community Coordinator), USAG Deputy Commander, USAG CSM, School Liaison Officer, School Resource Manager, USAG Brussels MILCON Project Manager, PTSO President, CYSS Director, 2 students, 1 teacher, and 6 parent/community members.
 - b. The Chairman reiterated the goals of the BASAC, an informal meeting environment, and the use of Robert's Rules as the guide for the conduct of the meetings. The Chairman also emphasized the importance of solving issues at the lowest level before raising them to the BASAC and that the issues raised to BASAC must fit into the BASAC goals and existing BASAC governance documents.
2. Minutes from the previous meeting (7 JAN 10) were approved.
3. Old Business
 - a. 6th Grade Homework and New Middle School Student Concerns – An issue dealing with Semester Exams was brought to the attention of the Principal. He spoke with the teachers and reported from these conversations that the teachers did attempt to prepare the students by conduct reviews regularly with their students leading up to the test. Some had showed the test format to the students to familiarize them with the tests. Some teachers issued study guides. In most classes the Semester Grades only counted for 10% of the grade vice the 20% used in High School. **[OPEN]**
 - b. Quality Assurance Review – The report is almost done. Parents have volunteered to host a lunch for the QAR members during their visit. The Principal is in communication with the QAR Team Leader. Parent involvement in the SILT is appreciated. The next SILT meeting is 23 FEB 10 at 1515 to 1615. 2 APR 10 is a scheduled ½ day to allow for a SILT meeting. There are committees forming for the QAR visit and they do need parent

involvement. There will be a parent forum that will meet with the QAR. **[OPEN]**

- c. School Lunch – AAFES is going to set aside more popular meal items for the ES students. There has been no report of success or failure on this effort. **[CLOSED]**
- d. School “Off Days” Coordination with NATO Holidays – The Principal was able to match the next BAS vacation ½ day with the NATO Holiday on 2 APR 10. There are 2 days of vacation that BAS will schedule for next year. The Principal will look to see if it is possible to match with NATO Holidays, but cannot guarantee that these 2 days will match with NATO as it also has to match with the school needs. **[OPEN]**
- e. Sports Fields – USAG Deputy Commander is looking at options and challenges with Youth Sports due to the loss of fields with the construction of the new Youth Center. He is confident that there is a solution for adult sports. A Teacher asked a question on what channels should be used to raise issues on the sports fields. It depends on the issue, however most of the concerns thus far are best suited for a Town Hall meeting. The Chairmen also stressed that although construction safety remains the concern for everyone, specific construction issues between DoDDS and the Army Corps of Engineers need to handling at the lowest level possible. On 9 FEB 10, USAG will learn of the last date Youth Sports Fields will be available. The Chairman added that the “in place policy” for use of the Football Field will continue to be followed, however agreed that the scheduling of the field will continually need to be addressed. **[CLOSED]**

4. Principal's Report

- a. Cheerleading is going well and the team is going to Europeans to compete. There was a question on busses to games. Bus transportation is only provided by DoDDs for official games. For scrimmage games, parents must provide transportation.
- b. Mold removal is about to start. Will be paused for the QAR visit. Work will start again in the summer.
- c. MUN was a good experience. Model NATO is coming up.
- d. Inclement weather policy was clarified by the USAG CDR with a letter attached to the DB.
- e. BAS is hosting the European Wrestling Sectionals in February.
- f. Principal notified 6th and 7th grade parents about a meeting he had with those students on appropriate student to student interaction. The Principal had a good meeting with them. Reiterated the rules. The Family Life Counselor will follow-up. Issue was brought to the Principal by students and parents.

- 5. Student Report - Student Council has been discussing the responsibilities of the different classes. They also looked into fundraiser support to Haiti. The freshman class has the lead. The Spring Pep Rally is being planned. Field Day

will use the Gym and football field. Ms. McVicker added that the freshman is collecting donations from all of the classes for the Haiti fundraiser.

6. Garrison Commander's Report – Garrison Deputy Commander stated that garrison specific issues are welcome to be brought to their attention. They are working to fill the PAO position.
7. School Liaison Officer's Report –
 - a. A parent raised an issue that a new family with MS children got no support when starting school mid-year. To improve the situation, the PTSO is going to implement a Parent/Student Ambassador program. The SLO briefed that BAS Admin, PTSO, and parents will plan the implementation of the program. Students presented a plan for a Student to Student program. They have launched a Facebook page for incoming students. This is a student led program. Chairman would like to see these programs added to service member's in-processing checklist. The Chairman also asked the Principal to provide feedback on how BAS will be addressing this program. ES students will be covered by the PTSO portion of the program. **[OPEN]**
 - b. ArmyOneSource provides a student online tutoring service which is free. Information on how to access the site was passed out.
8. New Business - None
9. Open Session – There was a question on whether or not the MP Inclement Weather line could update their report as conditions change. USAG replied that they are reviewing procedures with an aim to improve the reporting.
10. Closing Remarks – The Chairman stated that it was a good meeting and encouraged the participants to keep up the communication. The next meeting will be announced at a later date. The Chairman adjourned the meeting.