

Brussels American School Advisory Committee (BASAC)

MEMORANDUM FOR RECORD

SUBJECT: Minutes of the Sept. 23, 2011 BASAC/IAC Meeting

- 1) The Chairman called the meeting to order at 5:30 PM and welcomed those in attendance.
- 2) Members attending: Two parent representatives, three teacher representatives, and the student representative. Also attending: the School Principal & Assistant Principal, the Garrison Commander, the School Liaison Officer, and the FMWR Director.
- 3) The Chairman briefly outlined the mission of the SAC/IAC, communicated an intent to publish a Draft Agenda for all meetings in a timely manner, and informed the forum that meetings will be conducted according to an informal Roberts Rules of Order process.
- 4) Minutes of the previous year's BASAC May meeting were unavailable for approval.
- 5) Old Business: The Chairman noted that the only remaining open issue from the 2010-11 BASAC dealt with parent notification in the event of an emergency situation; i.e., an alternate to the standard parent notification process for school delays or closings due to weather.
 - According to the SAC Chair, guidance from DODEA HQ deems this an issue to be worked locally as Force Protection.
 - The Garrison Commander reported that presently USAG is not resourced to be able to compile email lists necessary to contact the entire parent community for such an occurrence, but USAG would certainly be able to contact the Delegation at NATO and the Embassy to disseminate emergency information. Also noted was that many in the community expect to rely on AFN for such notifications.
 - The Chair offered to help clarify the notification process at NATO, and to pursue a possible test of a process—in coordination with the Embassy and USAG—which would reach all BAS parents.

Issue Closed.

- 6) Principal's Report:
 - The Open House was a success, but further modifications may be implemented in the future to improve the experience for all.
 - The annual DODEA Customer Satisfaction Survey results have been released and indicate steady improvement for BAS as a whole.

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- The new, on-site SKE Maintenance Team thus far is a marked improvement over BAS' past reliance on the DPW based in Chievres. SKE's oversight assisted in a "smooth completion" of summer construction projects.
- Data distributed by the Principal reveal continued success for BAS students on a wide range of standardized testing; BAS AP course selection is also one of the most comprehensive in all of DODDS.
- As one result of the DODEA Director's visit on the first day of school, BAS will receive funds for new furniture.
- DODEA's new Attendance Policy, as outlined by the Principal, includes the following (with the caveat that during the first year Principals have been directed to exercise reasonable leniency, and that for all absences, the Principal has final discretion regarding whether an absence is excused or unexcused):
 - (1) A minimum of 180 days of attendance is a "must";
 - (2) Extended Family trips during regular school days will be discouraged or considered unexcused;
 - (3) Absences during Standardized Testing days will be unexcused;
 - (4) Medical appointments will be considered excused absences only if no time other than during school is available;
 - (5) An Educational Monitoring Plan will be put in place for students who miss an extended period of time;
 - (6) An absence with no written verification for its cause will be an unexcused absence and will lead to a phone call home from the BAS Front Office and possible disciplinary action;
 - (7) Secondary students may lose credit if seven unexcused absences occur during the course of one year.

7) Student Liaison's Report:

Thus far there has been one Student Council Meeting during which assignments for all Council Members were clarified. The SCA sponsored a successful Back-To-School Dance, and Homecoming plans are underway.

8) The USAG Brussels Commander's Report:

- Construction on the new CYS facility adjacent to the new BAS gym is now mostly focused on the inside of the new building. After furniture is installed, a new playground will be built on the grounds near the facility and landscaping will be completed. The facility is not expected to be open until the summer of 2012.
- Weekly inspections for child safety surrounding the construction site, to include clear signing, will continue.
- Before the newly constructed parking lot directly north of the Community Sports Complex (the "old" BAS gymnasium) can be opened, an inspection by the Corps of Engineers must occur. This is expected soon.

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- A public bathroom is expected to be moved to the track area by Christmas. It will be located near the new Pavilion on the southeast corner of the track/athletic field area. A new Snack Trailer will also be placed on the track/athletic field area, on the northwest corner.
- The Community Sports Center needs work before it can be considered worthy of being named after a Medal of Honor Winner in the near future.
- The farmers' field directly east of the school cannot possibly be leased until the Belgian government "re-opens," thus allowing the long process of zoning and Communal approval to proceed. In the meantime, fields at St. John's International School in Waterloo and the Kangaroo athletic fields in Krainem will continue to function as "Plan B" for the American Community's needs.

9) New Business:

The Chairman presented for approval the SY11/12 BASAC/IAC Goals and Objectives:

1. Facilitate open dialogue between BAS Administration, Faculty, Parents, Students and USAG leadership.
2. Provide a forum for BAS Community concerns to be heard and discussed in a productive manner.
3. Aid in the resolution of Open and newly identified issues impacting BAS and its students.
4. Monitor and advise for a smooth completion of current MILCON projects.

All were approved.

10) Open Session: No issues were raised, no Issue Forms were submitted.

11) The Chairman announced that the BASAC/IAC will next meet on November 17, unless pressing issues dictate otherwise. The meeting was adjourned at 6:17 p.m.

Vice Chairman, for Secretary