



Ikego Elementary School
PSC 474 BOX 300 ♦ FPO AP 96351-0300

Thursday, November 14, 2024
Location: Ikego Front Office Conference Room
Time: 1500-1600

Attendance: Brad Schmid- SLO, Julia Rodriguez- Speech Therapist, Dawn Bumstead- Teacher, Amanda Murillo- Parent, Betty Annabel- Parent, Megan Miller- Teacher, Alexis Wickersham- Parent, Sarah Van Winkle- Parent, Gaby Cavins- Parent, Tiffany Anderson- Teacher, **Carly Calce, Teacher**, Stacey Hull-Walsh- Principal

- 1. Share Results of Elections:** Gaby Cavins- Chairperson; Megan Miller- Vice Chairperson; Alexis Wickersham- Secretary; Betty Annabel- Voting Member, Parent (selected by coin toss); Dawn Bumstead- Voting Member, DoDEA Employee; Julia Rodriguez- Voting Member, DoDEA Employee.
- 2. Mandatory SAC Training:** Ms. Hull-Walsh, Mr. Schmid, **Ms. Bumstead, Ms. Miller, and Ms. Rodriguez attended training with the Yokosuka Complex on September 25, 2024** and proceeded to review it with the SAC board via printed slide presentation.
 - a. Slide 5 (SAC Policy Guidance) - references DOD instruction packet provided to the SAC members.
 - b. Slide 6 (What topics do SACs address?) - cannot talk about specific students, discussion of what SAC cannot address.
 - c. Slide 7 (Recent PAC Region SAC Successes) - parking and drop-off/pick-up issues at MB (Mr. Schmid discussed CFAY traffic study regarding the road near the Commissary and Sullivan's that resulted in it being closed off to vehicles during certain hours), Ms. Hull-Walsh discussed the ASVAB being accessible to high school students.
 - d. Slide 9 (DoDEA Council/Committee Relationships) - reviewed levels of support for resolution (Mr. Schmid attends meetings on behalf).
 - e. Slide 11 (SAC Size Guidelines) - Ikego student enrollment is 327, so we are required to have 6 council members.
 - f. Slide 12 (Increase Participation and Visibility of SAC) - continuing issue at all Yokosuka-area schools, currently advertising in CFAY Weekly and at Ombudsman meetings, flier specific to Ikego with meeting dates suggested.

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- g. Slide 13 (Member Roles & Responsibilities) - inform Ms. Hull-Walsh if SAC member cannot attend meeting, bring issues from Ikego community to SAC, disseminate information to community, council members must remember we are representatives of IES.
- h. Slide 18 (SAC Operations) - [2] past by-laws could not be located by Ms. Hull-Walsh and must be established later in meeting; [3] can be a part of a subcommittee without being a SAC member; [4] Ms. Hull-Walsh and Ms. Cavins will work on community engagement together; [5] at least one goal/objective needs to be determined for the year; [6] will work on end-of-year report at last SAC meeting, issues can be carried over to new year.
- i. Slide 20 (Guidelines for Successful Meetings) - SAC will be following Robert's Rules of Orders, meeting dates can be adjusted through the year if conflicts arise.
- j. Slide 21 (Meeting Operations) - minutes posted online within two weeks on official Ikego webpage and in the newsletter.
- k. Slide 22 (Meeting Agenda) - bring up topics before meetings to build discussion time into an agenda.
- l. Slide 25 (Helpful Tracking Too) - highlighted tracking tool to elevate and monitor issues.

3. SAC By-laws: Yokosuka Middle School and Kinnick High School examples were referenced, and the board decided to use KHS as a template.

- a. KHS- Article II, Section II: duration of service length (keep same), decide IAC representative and election dates (vote ahead of new school year or beginning of next). October 15th as deadline for election to fill board, spring/summer election (Secretary/parent voting member) and Fall election for rest of board/voting members).
 - 1. Ms. Cavins suggested for DoDEA voting members and parent chairperson to be voted in before the end of the school year and to push for new members in April/May who will be around for 2 years.
- b. KHS- Article VIII: vote on parliamentary authority (simplified Robert's Rules of Order).
- c. Ms. Cavins suggested amending Article III, Section III for flexibility with proxy or absentee ballots for voting members for measures (currently not permitted). Option for virtual voting should be allowed, but not in regards for election/board member voting.
- d. Ms. Wickersham suggested amending Article IV, Section VII to include production of end-of-year report.
- e. Shared drive for non-DoDEA access, to include form to populate anonymous suggestions/complaints was discussed.

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4. Revisit Meeting Dates for SY 24-25:

- a. Conflict with PEDAC- April 10, 2025. Meeting moved to **May** 8th, 2025 to avoid conflict and coincide with electing incoming SY 25-26 members.

5. SY 24-25 Goals:

- a. Discussed Ikego strengths/opportunities for growth/response to needs of community (e.g. increasing awareness of SAC in larger community, promotion options).
- b. Ms. Rodriguez suggested raising awareness of Child Find.
- c. Ms. Cavins suggested larger awareness of SAC, especially amongst new and transitioning families.
- d. Mr. Schmid recommended creating a SAC slide for AOB presentation to help circumvent issues before they arise.
- e. Other suggestions included advertising at the Back-to-School fair, PTO-sponsored events, Cup O' Joe meetings, movie theater (QR code to link to our flier), and a Video.
- f. **Ms. Hull-Walsh developed a form for feedback that could help guide us in the development of our SAC goals. She will send it out to all those present so that we can collect feedback and discuss the goals at our next meeting.**

6. Closing

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