



**DEPARTMENT OF DEFENSE EDUCATION ACTIVITY
AMERICAS
MID-ATLANTIC DISTRICT
WEST POINT SCHOOLS
UNITED STATES MILITARY ACADEMY
WEST POINT, NEW YORK 10996-1196**

30 November 2016

MEMORANDUM FOR RECORD

SUBJECT: Minutes of West Point School Board Meeting, 30 November 2016

1. **Call to Order:** The regular meeting of the West Point School Board was called to order by Mrs. Evangelista, on Wednesday, 30 November 2016, at 4:31 PM in the West Point MS Information Center.

2. **Members Present were:**

Christine DeGregory, Board Member
Heather Evangelista, President
Rebecca Hyleman, Vice President

Helen Balilo, Community Superintendent
David Morrow, Board Member
Tim Viles, Board Member

Others Present:

CSM Roderick Taylor
Denise Cochenour, ES Principal
Corey Algood, ES Assist Principal
Edgar Perry, Admin Officer
Gala Edgar, Union Representative
Bryan Market
Veronica Steadman
Ellie Lemler – NJHS
Adelaide Crow – NJHS

Denise Eves, School Board Clerk (VTC)
Miles Shea, MS Principal
Maura DuMoulin
Rosemary Jacobs
Michi Carl
Dawn Barker
Kristen Mitchell
Angie Acred – NJHS
Evie Jacobs - NJHS

3. **APPROVAL OF AGENDA:** Mrs. DeGregory made a motion to approve the agenda. Mrs. Hylmen seconded the motion. By unanimous vote the agenda was approved.

4. **APPROVAL OF PAST MINUTES:** The minutes from the November 30, 2016 meeting were reviewed. The December Board meeting was rescheduled due to a scheduling conflict. Mr. Morrow motioned approval of the past minutes. Mr. Viles motioned to accept the amended minutes sent via email. Mr. Morrow seconded the motion. By unanimous vote the November minutes were approved.

5. **INDIVIDUALS WISHING TO ADDRESS THE SCHOOL BOARD:**

Brian Market Project Director for BBC. Introduced himself to the board and gave a little background of what he does. He stated that he was looking forward to being a part of the community.

Dawn Barker the Residential community Initiatives Assistant Manager introduced herself to the board.

6. **BOARD PRESIDENT COMMENTS:** Mrs. Evangelista presented a new motto: Choose us. Thank you for joining us.

- Definition of New Business: How we can be more effective in our meetings?
 - i. Introduction of a new idea: a request for information.
 - ii. Opportunity to address a concern: Need to research the topic and present updates during the month and may be addressed at the next meeting.
 - iii. Clarification of the topic: will be addressed the following month as New Business
 - iv. Items taken for action: questions will be permitted for clarification

- v. Time sensitive or an emergency: then it would be discussed during the present meeting.

REPORTS:

- a. **PTO Report:** Mrs. Mitchell gave the report.
- b. **SLO Report:** report given by Michi Carl
Partners in Education Initiatives
 - USCC Company E-4 cadets have been tutoring at the Middle School Teen Center on Monday and Wednesdays for the month of November. Typically up to 3 cadets come out at a time. December 7th will be there last session of the semester. We plan to continue this initiative sometime in January, the cadet in charge will likely change out.
 - Both WPES and WPMS contributed student art pieces to the UMSA Native American Indian observance on November 16th. The art was once again used as centerpieces, adding color, conversation, community and theme to the event.
 - WPMS AVID students received a guided tour of Jefferson Hall, this partnership has been supported since 2012.
 - UCSS Company G-4 has reached out for the second year, partnering with West Point Schools, USAG Recycling Manager and USMA Dept. of Geography and Environmental Engineering (Dirtman/woman). This is a large scale recycling initiative that is educational and competitive. Classrooms collect recyclables, USAG recycling collects and counts. This year cadets will also take part in the poster contest as judges and collaborate with the WPES advisor to build and implement raised garden beds. This initiative will span January - April 2017.
- c. **Superintendent's Reports:** Deferred to the student representatives.
 - **School Updates:** Student Leadership Presentations: (3rd – 5th graders presented)
WPES
 - Toy for Tots – Collecting new toys from the December 9th -13th
 - Recycle
 - Read a Thon
 - Box tops
 - Jingle Bell RunA question was posed about the Lego club by one of the board members . Is there no sponsor for the club due to funding? Mrs. Balilo clarified: There are no funding issues to get materials. There were not enough sponsors. Mrs. Balilo gave an overview of how the EDAs for clubs are processed.
 - Sponsors must be DoDEA employees. Volunteers may assist the sponsors.
 - A substitute must be on the payroll to be a sponsor for a club.
 - Board members can volunteer to assist the sponsor.WPMS
 - NJHS Students Presentations: the computer was disconnected during the presentation.

7. CONTINUING BUSINESS:

- Regents Data – Mr. Miles Shea presented a West Point Middle School data compared to New York State schools near West Point.
- April 20th Calendar change – There was no push back or negative feedback from the community or school board. We need to get the word out to the community. Mrs. Balilo will inform Dr. Marsh. She made the announcement that Dr. Marsh is the interim Director of Student Achievement. Dr. Huddleston has returned to her position as the Superintendent for Southeast.
- Suggestion Box – prepped and ready to come on line this week. It was suggested to host an open forum once a month with the Principals.

- Parent Teacher Conference Attendance at WPMS – total 105 conferences 241 students. Breakdown was given from Miles Shea. Mr. Shea will build a data base. Kudos to the teachers with work samples, specific things about the child. Pretty successful.

8. NEW BUSINESS:

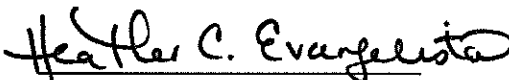
- Sponsors for clubs: there will be an update at the new meeting.
- Results from the Suggestion Box
- Menu planning – A discussion ensued about the quality of food for the Middle School. (Frozen apples and out of date milk) How can Middle School students become more involved in menu planning? Mr. Shea stated that he receives a lot of feedback from the students and parents daily. No one has ever complained about the food. Mrs. Balilo stated that this has been addressed with the FIST.
- A DoDEA wide satisfaction survey is being sent via email to everyone. Require the Middle School students to complete the survey.
- New WPES MILCON Construction – Requested an updated timeline. Board needs to know when the award is coming. Allocate a serious amount of time for the MILCON. There is going to be award. The big issue where the haul road is going to be.
- Ratio of teachers to students – target enrollment is 25 students to teacher in grades 4-6. Mr. Viles requested an update on how decisions were/are made in assigning the proper number of teachers per grade level in order to meet the desired student to teacher ratio. Concern expressed with the large class sizes in 7th (27 students in one math class and 25 in one science class with desired ratio of 16:1) while 2nd grade has an average class size of 14 (desired ratio is 18:1).

9. ANNOUNCEMENT OF NEXT MEETING: The next meeting of the West Point School Board will be held on February 1, 2017, 4:30 PM, in the Middle School Information Center.

10. ADJOURN MEETING: Mrs. Hyleman motioned to adjourn the meeting. Mr. Morrow seconded the motion. The meeting adjourned at approximately 7:00 PM.

Approved by:


 Helen Balilo
 Community Superintendent


 Heather Evangelista
 President, West Point School Board