



DEPARTMENT OF DEFENSE
WEST POINT SCHOOLS
UNITED STATES MILITARY ACADEMY
WEST POINT, NEW YORK 10996-1196

April 6, 2016

MEMORANDUM FOR RECORD

SUBJECT: Minutes of West Point School Board Meeting, 2 March 2016

1. **Call to Order:** The regular meeting of the West Point School Board was called to order by Mrs. Kristan Burpo, on Wednesday, 2 March 2016, at 4:33 PM in the West Point MS Information Center. There was a Moment of Silence held for the recent loss of a West Point parent.

2. **Members Present were:**

Kristan Burpo, Board President
Jennifer Downes, Board Member
Kerri Schools, Board Member

Helen Balilo, Assistant Superintendent
Jamie Klink, Board Member
Kelly Viles, Board Vice President

Others Present:

Michael Gould, District Superintendent (VTC)
Bobbie Wiertalla, School Board Clerk (VTC)
Denise Cochenour, ES Principal
Corey Algood, ES Asst Principal
Edgar Perry, Admin Officer
Rosemary Jacobs, PTO Rep

Tom Cowan, Deputy GC
Michi Carl, School Liaison Officer
Miles Shea, MS Principal

Rhonda LaVenuta, SpEd ISS
Gala Edgar, Union Representative

3. **APPROVAL OF AGENDA:** A motion was made to approve the agenda as presented. The motion was seconded and approved.

4. **APPROVAL OF PAST MINUTES:** The minutes from the February 2016 meeting were reviewed. A motion was made to approve the minutes as written. The motion was seconded and the minutes were approved.

5. **INDIVIDUALS WISHING TO ADDRESS THE SCHOOL BOARD:** None

6. **BOARD PRESIDENT COMMENTS:** Mrs. Burpo welcomed meeting attendees.

7. **REPORTS:**

a. **PTO Report:** Rosemary Jacobs provided the PTO report. Yearbook for WPES is in process, while the Spirit Wear t-shirt and sweatshirt sale was a big success. The spring Book Fair will be 25-29 April. The PTO board is actively seeking board members for next SY, as the entire board is departing except for one member. Some PTO funds will be turned over to next year's board.

b. **Superintendent's Reports:**

(1) The Education Operations Report was provided by Mr. Gould and Ms. Balilo. Mrs. Klink questioned the ongoing tree-cutting which has been occurring. Mr. Cowan explained that no more tree cutting will occur after 31 March due to environmental concerns.

WPES Projects: The local work has been completed on the WPES Playground Fence. It is being worked between the upper administration of USP and USACE right now. Security measures have been put in place to include strategic placement of the monitors and the SRO does walkthrough monitoring during recess. The exterior fence is still in process of bid solicitation.

Finance: Both schools are now fully funded for FY16. SSAs are currently prioritizing purchases to ensure inventories will last for the remainder of the year. Also, STEM requests were funded.

USP (Universal Service Provider) is the maintenance contractor. The district office is working in collaboration with the Regional Office to press them to be more responsive and timely to our requests.

Access Road: We know that conversations are continuing between Base Command and DoDEA HQ. The contract needs to be awarded by Aug. 1st in order for the construction timeline to stay on track.

School Check in System: It is connected to the National Sex Offender database -- plus, there will be the ability to add names/information manually. For example, if there was a local custody issue or a person was barred from the base, etc. It should work on all government-issued picture ID cards. Discussion was held on the check-in process and forms required of school volunteers. Volunteer forms will be included in school registration packets.

Child Nutrition Services: WPES participation rate is at the highest it has been all year. If there was a special initiative put into place, it is suggested they continue that as a best practice. Bulldog Bistro – There have been reports of parents bringing in outside food to the Bistro which is counterproductive to the original plan for the Bistro to increase participation and encourage parents to purchase lunch as well. There will be a new “Chef of the Month” program, and Bulldog Bistro continues at WPES every fourth Tuesday of the month.

(2) **Staffing Update:** Ms. Balilo provided the current Staffing update. Sean Nestler, selected for second grade, reported to duty in January. Also, new LIMS teacher, Mrs. Christofferson, reported on 8 February. The District ISS for PreK-Fifth Grade math was selected – Tracy Heinrich – and will be based in Puerto Rico. Several aide and monitor positions continue through the recruitment process. One SIS aid resigned effective 12-Feb-2016.

(3) **Enrollment Report:** Ms. Balilo reported the numbers have been consistent and we are fully staffed for all of the positions to support the following enrollment numbers:

Elementary School – 450
Middle School – 239

(4) **Monthly CCRSM Update:** The ISS team has met with each grade level individually for additional training and support. The DSO stands ready to assist with any addition professional development requests we receive. Last week Kathy Downs was on site and offered a parent information meeting in addition to the professional development. An interactive math night is being planned for families Tuesday, April 12 and we hope that will be well attended by a larger audience. The ISS team will be on site in WP in support of the CCRSM Quarter Three training April 14. Quarter Four training will occur May 19.

(5) The CEOA study update is that a committee has been formed to review the report, but no information has been released from this DoD committee.

(6) The DoDEA RSA was briefed by Mr. Gould. There has been no new information since the last meeting, but he noted there would not be significant impact on the Operations side of the house. Mrs. Downes asked who will be the new District Superintendent. Mr. Gould stated that decision has not been made yet at the DoDEA level, but he will inform the board when the announcement is released.

(7) The School Board election process was discussed extensively, with discussion of the timeline, responsibilities for polling, and the candidate petition to be finalized when the election date has been set, for Ms. DuMoulin's signature. Copies will then be available at the school offices as well as FMWR and the SLO's office. The Board will write a One Call message which will be sent out by the schools. The board will consult over email and provide their election date choice to the Superintendent as soon as possible.

(8) School Updates: Mr. Shea and Ms. Cochenour provided their school updates.

c. **SLO Report:** Ms. Carl provided the SLO Report.

(1) We are working with USCC Cadet Company G4 regarding an environmental initiative that will involve G4 cadets, USAG West Point Recycling Center, USMA D/G&EnE (Dirt Woman) and West Point Schools. A grand scale kickoff event will teach the value of recycling and explain a completion between classes that will extend until Earth Day.

(2) WPMS AVID students will once again tour Jefferson Hall and have lunch with their fellow USCC B2 Bulldogs. This initiative has been an annual event since 2012.

(3) USMAPS Cadet Candidates requested and organized two days of Read across America guest readers at WPES.

(4) The MST (Youth Center) will be hosting a Basketball Tournament on March 25th and a Science Fair on April 1st; both are for registered youth in graders 6-12.


8. **CONTINUING BUSINESS:** Barriers were placed to keep cars off the sidewalks. The question was raised whether the School Resource Officer can have cars towed which violate the 15-minute parking rule. Administration will have to research for an answer.

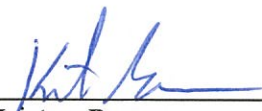
9. **NEW BUSINESS:** None.

10. **ANNOUNCEMENT OF NEXT MEETING:** The next meeting of the West Point School Board will be held on April 6, 2016, 4:30 PM, in the MS Information Center.

11. **ADJOURN MEETING:** A motion was made to adjourn the meeting and the motion was seconded. The meeting adjourned at approximately 6:07 PM.

Approved by:


Helen Balilo
Assistant District Superintendent


Kristan Burpo
President, West Point School Board