



DEPARTMENT OF DEFENSE EDUCATION ACTIVITY
AMERICAS

MID-ATLANTIC DISTRICT
WEST POINT SCHOOLS
UNITED STATES MILITARY ACADEMY
WEST POINT, NEW YORK 10996-1196

April 4, 2018

MEMORANDUM FOR RECORD

SUBJECT: Minutes of West Point School Board Meeting, April 4, 2018.

1. **Call to Order:** The regular meeting of the West Point School Board was called to order by Mrs. Evangelista, on Wednesday, April 4 at 4:35 PM in the West Point MS Information Center.

2. **Members Present were:**

Christine DeGregory, Board Member

Sarah Gardner-Cox, Board Member

Helen Balilo, Community Superintendent (via Lync)

Heather Evangelista, President

Tim Viles, Board Member

Others Present:

Denise DeMarco, ES Principal

Gala Edgar, Union Representative

Kelisa Wing, Assistant Principal

Tim Pillsworth, USACE

Angie Lamonski, ISS

Brooke Hayle

Mr. Cowan

Kristen Mitchell

Miles Shea, MS Principal

Michi Carl, SLO

Denise Eves, School Board Clerk (via Lync)

Terry DeLay

Sue Kerns

CSM Taylor

CSM Lamothe

Lucinda Uhorchak

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

4. **APPROVAL OF PAST MINUTES:** The minutes from the December 2017 meeting were reviewed. Mrs. DeGregory motioned approval of the past minutes. Mr. Viles seconded the motion. By unanimous vote the minutes were approved.

5. **MILCON Report:** All the footings will be in by next week.

Site going well.

Graphics have been voted on

Contracting schedule

Trailers and the placement on the grounds

Mrs. Evangelist asked about the housing lottery. Mr. Cowen stated that the housing enrollment is projected to be 80%.

6. **School Updates/Presentations:** West Point ES- Student ambassador article was handed out to the members. ET News room is up and running. The link for the news, has been sent to the parents. The Elementary School stakeholder communication has increased due to the use of social media. The plan is to post at least two times a week. Please encourage people to "Like" our Facebook page. There has been a lot of positive feedback from the social media. The Administrators are scheduling both day time and evening parent coffees to provide more opportunities for parents to come and share their thoughts.

Second Grade Team: The team gave an overview about the team approach towards preparing for the new learning environment next school year.

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

8. **BOARD PRESIDENT COMMENTS:** Mrs. Evangelista stated that she wants a more inclusive arrangement for the board meetings to include community, command representatives, union president, and administrators at the table. Mrs. Balilo stated that the Board meeting is not an open

forum type meeting. The Principals are required to host monthly Parent Meetings which are the open forum informational format. The Board meeting is an informational meeting for the board as the primary function of the board is to serve in an advisory capacity to the Superintendent. Mrs. Balilo stated that there is a separation between the board and the teacher union. The board is not to interact with the teacher union in an official capacity.

Sprinkles: MS: Talent Show and School Dance.

ES: safety concern and parent meetings and special events.

9. REPORTS

a. **PTO Report:** An overview of the activities that occurred during February.

Yearbook sales.

Book Fair coming in April.

b. **SLO Report:** Report given by Michi Carl.

- USAG Leadership, Mr. Cowan (DGC) and Ms. Haley (DFMWR) volunteered to read to WPES students in support of Read Across America, a highlight in their schedule!
- USMA/DCA Debate Club continues to support WPMS Speech/Debate events as judges.
- SLO requested for Tutor.com to return to WPS, fall 2018.
- SLO requested USO Comfort Crew to return to local schools/districts, SY 2018-19.

CONTINUING BUSINESS:

Customer Survey Satisfaction: Mrs. Balilo stated that data suggested the schools should work to improve stakeholder communication and responsiveness to parents. Administration has shared many positive steps they have taken to improve stakeholder communication.

Mrs. Wing stated that based on data from the Customer Survey, the school has changed the look of the reception area to make it more friendly and welcoming to the parents. There has been a lot of positive feedback from the parents stating that the reception area feels warm and welcoming.

AdHoc: Administration discussed concerns with the new notification system. The admin team determined that using the text feature for announcement was the best option.

Calendar: Elementary School will have two conference days for SY 18/19. Secondary has one conference day.

Snow Days: Due to the many snow days, the Director agreed to wave three of the days. School will end on time. For next year there will be five make up days. SY 18/19 Calendars has been finalized and is aligned with Highland Falls and the Academy to the greatest extent possible.

Budget: Mr. Viles asked why the budget wasn't sent to the board. Mrs. Balilo stated that the budget was sent to the Board on 14 February in an email. The Board confirmed the receipt.

10. NEW BUSINESS:

Enrollment for next year: this was addressed earlier.

Security of the new ES: Are the glass windows in the current plan safe? The security of the new school was discussed at the parent meeting. PPP is in the google site for the school. On April 18th, there will be an evacuation procedure conducted at both schools.

Bulldog Learning Academy: Mr. Shea will share information about the Bulldog Learning Academy with the board during the May meeting.

School Board elections: There was a concern about getting the rosters from the schools for the elections. Timeline and packet will be sent to the board.

Mr. Viles asked what the guidelines were for missed meetings. Who makes the waiver authority? Mrs. Balilo stated that it's not required to reschedule the missed meetings. When the meeting was missed in February, it was asked if the board wanted to reschedule. Mrs. Evangelista brought up the sitting around the table during the board meeting. Mrs. Balilo reiterated that the board and teachers union have to be kept separate. The Parent Coffees are more for the collaborative environment and the schools want the parents to come to the coffees so they can share their thoughts freely. She also stated that the Board, established the protocols in September for the Board meetings. Mr. Viles asked who is the set authority in the DODI? Not sure we are following the proper procedures for the board. Mr. Viles feels that the board should determine when the

meetings are re-scheduled. Mrs. Balilo reiterated that if the board wishes to reschedule meetings that are cancelled due to inclement weather they may do so.

Summer classes: how are the students doing who took that course? Mrs. Balilo stated that all the students who took the summer course are passing with an A or a B. It was a big success and would like to offer it again this year and with the modification of extending the length of the course based on feedback received that five weeks was too short.

11. ANNOUNCEMENT OF NEXT MEETING: The next meeting of the West Point School Board will be held on May 2, 2018 at 4:30 PM in the Middle School Information Center.

12. ADJOURN MEETING: Mrs. DeGregory motioned to adjourn the meeting. Mr. Viles seconded the motion. The meeting adjourned at approximately 7:00 PM.

Approved by:



Helen Balilo
Community Superintendent



Heather Evangelista
President, West Point School Board