



**DEPARTMENT OF DEFENSE EDUCATION ACTIVITY  
AMERICAS**

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

December 12, 2018

**MEMORANDUM FOR RECORD**

**SUBJECT: Minutes of West Point School Board Meeting, December 12, 2018.**

1. **Call to Order:** The meeting of the West Point School Board was called to order by Mr. Viles on Wednesday, December 12 at 4:45 PM in the West Point MS Media Center.

2. **Members Present were:**

Tim Viles, Vice President  
Kirk Ingold, Board Member

Jennifer Black, Board Member  
Helen Balilo, Community Superintendent

**Others Present:**

Denise Eves, School Board Clerk  
Aristian Torregano, WPES AP  
COL Marson, USAG  
Terry DeLay, Administrative Officer  
Tim Pillsworth, USACE  
Gala Edgar, Union representative  
Tom Cowen, USAG

Denise DeMarco, WPES Principal  
Miles Shea, WPMS Principal  
Lauren Lebednik, PTO  
Tiffany Gagliano, OC Attorney  
David Meffert, OC Attorney  
Michi Carl, SLO

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

4. **APPROVAL OF PAST MINUTES:** The minutes from the November 2018 meeting were reviewed. Mr. Ingold motioned to approve the past minutes. Mrs. Black seconded the motion. By unanimous vote the minutes were approved.

5. **MILCON Report:** given by Mr. Pillsworth gave a hand out to the group.

- Gym – funding to install the final hard wire for the fire alarm is in and will be protected by battery operated ones.
- Transition meeting was held today.
- Transporting children during the transition of tearing down the old building. It is still in the planning stage. It would take about three months.

Mr. Viles asked about what would happen to the fifth grader in the middle school. Mrs. Balilo stated that the fifth graders would move to the new school and there would be no interruption to their class. There is a concern with the fifth grade students starting with a club/class at the middle school and wouldn't be able to continue that at the elementary school. This is if the new school opens once school has begun.

6. **School Updates/Presentations:** Social Media Presentation Tiffany Gagliano and Mr. David Meffert. Their background is in Family law and Juvenal justice. They conduct Sexual bullying and cyber bullying presentations to the schools and to parents. Their presentation is about an hour and a half when presenting to the parents and the educators. The presentation to the students is about 15 minutes long.

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

8. **BOARD PRESIDENT COMMENTS:** None

9. **REPORTS**

- a. **PTO Report:** given by Mrs. Lebiednik  
190 pies were given to all the staff at both schools  
Jingle bell run on Dec 18 at 3:00 PM  
Toys for Tots drive  
Spring events – World of Jump rope, spring book fair  
January 10<sup>th</sup> at noon general meeting
- b. **SLO Report:** Report given by Michi Carl
- JCORPS initiative has highlighted in this week's Pointer View newspaper.
  - TDY in November to become Master Resilience Trained - learned about resilience, the competencies that contribute to resilience and the skills that build resilience. I go TDY in January for Ready & Resilient training, focusing on teaching CYS staff and youth skills as well as outreach to local schools. Hope to apply for a grant that will allow for youth/parent resiliency activities/programming.

10. **CONTINUING BUSINESS:**

**Monday assignments:** Mr. Shea asked the teachers to follow the DoDEA policy and to take a break on giving homework on the weekends.

**Classroom populations/student-teacher ratios:** Mr. Shea gave a handout to the board.

**Enrollment:** WPMS: 288 students. Mr. Shea went over his employee roster and classes. Mr. Viles concern is the ratio of 21.6 students for a large class and then the small classes. He would like the core classes to be smaller than the extra specials. Mrs. Black asked to Mr. Shea: You have 28 kids in ELA – how effective is the teacher with that many students in the class? Mr. Shea stated that it was a valid point.


**Evening options/opportunities** Mr. Shea told the group of the number of concerts and programs that will happen throughout the rest of the year.

**Lunch** Mr. Shea stated that an analysis was taken today: 4% of the students are using the flex lunch. New friendships are being formed and there are kids who need a little more time to eat. The students are required to come in at the regular time and other are coming in after 10 minutes.

11. **NEW BUSINESS: Illness phone calls from school:** Mrs. Black asked: Why doesn't the MS not call the parents when the student is out due to illness? She was asked when this happened and she stated that it was this year. Mr. Shea stated that the call policy wasn't implemented until last year. Teachers have to take attendance by 8:10. The absence report is sent to the nurse and she calls the parents.
- Mr. Shea asked to have the parent call him to talk about the situation. Mrs. DeMarco stated that the nurse sends a mass email to the teachers to see if anyone is out. The nurse will call the parents. Mrs. Black stated that she always forgets to call the school about her children's absence.
- Calendar Review:** Any date for that yet? Mrs. Balilo stated that she hasn't received the guidelines about the 2019/2020 calendar. DoDEA wanted to streamline the process for CCRS training. Mr. Viles will send the USMA calendar for next year. DoDEA research to stakeholders on having an earlier start date in the August.

12. **ANNOUNCEMENT OF NEXT MEETING:** The next meeting of the West Point School Board will be held on January 9, 2019 at 4:30 PM at West Point Middle School in the Information Center.

13. **ADJOURN MEETING:** Mr. Ingold motioned to adjourn the meeting. Mrs. Black seconded the motion. The meeting adjourned at approximately 6:15 PM.

Approved by:   
Helen Balilo  
Community Superintendent

  
Heather Evangelista  
President, West Point School Board