



October 20, 2021

Bechtel School Advisory Committee

Present: Mr. Tefft(Principal), Sky Erickson-Chairperson, Grace Mickles-Vice Chairperson, Lisa Roberts-Faculty Representative, Amy Maddocks-Faculty Representative, Ms. Brooksby-Faculty Representative, Kathrin Sandall- Secretary, Erica McKeel-Parent Representative, Stefanie Lennon-parent

Call Meeting to Order: Sky Erickson
Meeting Began at 3:22 PM

1. *Introduce Committee/Establish Meeting Norms*

- School Advisory Committee(SAC) will follow the Robert's Rules of Order.
- Introduction of SAC members.

2. *September Minutes*

- There were no corrections
- Motion to approve-Lisa Marie Roberts, Second-Ms. Brooksby—Approved

3. *SAC Chair Report-Sky Erickson*

- DoDEA provided SAC training on October 13, 2021. All members either attended or received access to that training.

4. *Principal's Report – Mr. Tefft*

- **Trunk or Treat** : Bechtel SAC is partnering with Camp Courtney to provide a Trunk or Treat on October 23, 2021. As of this meeting, there were 28 trunks signed up, 40 candy donation signed up, and 7 or 8 event volunteers.
 1. **Stefanie Lennon**-notified us that there is a box at the Commissary and it will be up for the next day.
- **Parent Conferences**: These will be held on November 4th and 5th. Teachers are currently scheduling with parents. We are trying to get 100% parent participation and will be offering in person or virtual conferences.
- **Flu Shot Clinic**: Mr. Tefft contacted Mr. Rary about doing a flu shot clinic during parent conferences. We are currently waiting for response regarding that. There is a December 1, 2021 deadline for DoDEA students to have received their flu vaccination.
 1. Erica McKeel suggested asking Mr. Rary for a flu shot tent at the Trunk or Treat on October 23, 2021.
- **Staffing**: We have a new staff member on board. Her name is Monique Snipes. Our Administrative team is complete at this point. We are very excited to have her on board.

5. *Courtney Command Representative - Mr. Thomas Rary -absent*

6. *USMC School Liaison Officer's Report- Diana Mizell-absent*

7. SAC/ODAC Representative Report-LisaMarie Roberts

- **Training:** It was the annual training just like our SAC training. They swore in their Chairperson.

8. Continuous School Improvement (CSI) Update - Mr. Tefft reporting

- **Accreditation:** We finished our visit. The Cognia team interviewed staff, parents, and students. We received feedback which we will be working to implement. We want to continue to grow and do good work.
- **Questions:**
 1. Kathrin Sandall asked if there will be a report that parents can receive?
 - a. Mr. Tefft stated he will check to see if there is anything that can be distributed out.

9. Old Business

- **Trunk or Treat:** We decided to not host a Trunk or Treat at Bechtel and partner with MCCS this year. We have provided a large portion of the trunks, volunteers, and candy donations.
- **Community Outreach:** SAC is partnering with Kowasaki Elementary School on October 27, 2021 from 16301730. We need volunteers to provide goodie bags and demonstration abilities. We have spoken to the Commissary about providing candy.
 1. Sky Erickson suggested giving out books with a bookmark or some sort of note from Bechtel students. This will be an idea for next year.
 2. Ms. Perez volunteered to get the goodie bags together with the kindergarten team.
 3. Kathrin Sandall volunteered to get the pumpkin and do the carving.

10. New Business

- **Flu Clinic:** This has been tabled.
- **How to refer to SAC:** Motion to refer School Advisory Committee(SAC) initially in all communication and then as SAC after-LisaMarie Roberts. Second-Erica McKeel. Approved.
- **Supporting Parent University:** Put flyers out to community in towers or at the library.
 1. **Military Volunteer QR code:** There are flyers for parents to volunteer as well as JROTC and military units.
 2. **Bechtel YouTube:** We now have an official Bechtel YouTube channel. It is brand new, but we will get that going soon.
- **Goals and Objectives:**
 1. Volunteer opportunities this year. Ms. Brooksby volunteered to research ways to get parents to record videos reading to the class.
 2. Committee to provide via email specific goals we would like to submit for SAC so that we will vote on them next month.
- **November Outreach:** Provide snack bags to a shelter. Kathrin Sandall volunteered to be the coordinator for this outreach.
- **PTO School Picture:** Support PTO for school pictures.

11. Open Forum

- **Questions:**
 1. Erica McKeel-Can We ask Ms. Mizell if there is a way for SAC to adjust so that she is able to attend more SAC meetings?
 - a. Yes, we will email Ms. Mizell to ask her if we can accommodate. Mrs. Maddocks stated that she is very busy currently.

Motion to Adjourn: Kathrin Sandall Seconded: Erica McKeel
The meeting adjourned at 4:17 pm.

The next School Advisory Committee meeting will take place November 17, 2021 at 3:20pm. Meeting place Information Center and Virtual
Contact: Bechtel School Advisory Committee bechtelementarysac@gmail.com