

[School Letterhead]

**Humphreys Central Elementary School SAC**

Meeting Agenda  
December 10, 2020  
3:30pm  
Google Meets

**Meeting Call to Order: 3:30pm**

**Members in Attendance:**

Principal: Principal Tiffany Bryant

Assistant Principal: Assistant Principal Ryan LaDouceur

SAC Chair Lindsay Kennedy

SAC Parliamentarian: Matthew Rickett, Teacher Representative

SAC Secretary: Jetta Allen, Parent Representative

FRSA: Tabitha Johnson

SLO: Melody Hill

Garrison Command: Garrison Commander Colonel Tremblay

Teacher Representatives: Fourth Grade Teacher: Richard Taylor, ET Jennifer Hall

Parent Representatives: Jetta Allen, Krisjand Rothweiler

Community Members: Melissa McMillian, Pratima Mishra, Josh and Jennifer Peterson,  
Michael Nataro, Adriana Moreno, Young Lee

**1. Welcome/Meeting Norms**

- Norms for virtual meetings were shared and agreed upon by the SAC Chair. SAC Chair asked for a 3-minute time limit to each area a business to honor everyone's time and end within time allotted for the meeting.

**2. Presentation of last meeting's approved minutes**

- Minutes were asked if they were received by members of the SAC. Changes and or questions for October's meeting minutes were solicited by the SAC Chair. No changes or questions were given.
- SAC Chair entertained a motion from Jennifer Hall to pass October's Minutes, Jetta Allen seconded the motion.
- Motion passed to accept October's meeting minutes

**3. Reports:**

- SAC Chair: Great Things Happening at Central from the SAC Chair
  - PTSO is doing Birthday Grams
  - Free Breakfast and Lunch for All!
  - Book It! Has come to Central.
  - After School Clubs are going great
  - Winter Wonderland Event canceled due to COVID protection measures, the school is current decorated for the students and staff to enjoy

- Painting is commencing at Central! The halls are looking a bright white! Pictures to come
- Principal: Principal Bryant gave the report, she was accompanied by our new Assistant Principal LaDouceur.
  - Instruction and implementation of standards for College and Career Ready Standards for Literacy (CCRSL) are ongoing at Central Elementary.
  - Professional Development is happening with Central Elementary Staff on December 11, 2020. Professional development will cover all subject areas and is a district wide initiative. Grade level trainings will also be taking place.
  - Student assessments under Cognitive Abilities Test (CogAT) as well as the DCAS assessments. Assessment guides student instruction.
  - PTSO Events: Teachers Donuts and Coffee, thank you to the PTSO for providing refreshments during professional development.
  - Upcoming HCES Events: Parent University on December 15<sup>th</sup> at Building 558 in conjunction with West Elementary. 10-11:15am.
  - Club Sponsorships: HCES welcomes parents and units to sponsor a club.
  - STEAM Challenges: Gingerbread House are creating a winter wonderland when you first walk in the door. Thank you to parents, Mr. Taylor, and Ms. Hall for your dedication and participating in making our STEAM events successful.
  - Student involvement can be seen in the pictures on Facebook and in the News You Can Use.
  - Home and School Communication: News You Can Use, Facebook, emails from teachers and district communications are ways you can stay connected.
  - Flu Shots are still being determined as to when the deadline will be. Please be sure to get your flu shot this season.
  - Recess time extended for a total amount of 30 minutes for recess. Students have been respectful of the time.
  - Mask breaks are happening safely in classrooms. DoDEA is collecting data what that looks like and how it is being done. Mask usage is being done by everyone and students and embracing safety measures of masks and dividers in the school. The school and DoDEA are modeling the mitigation measures that the Garrison Command is putting in place for Humphreys. Social distance visual reminders of 6 feet are being painted in blues and yellow markers in the hall along with stickers on the ground. Humphreys Central Elementary is dedicated to helping students feel safe.

Student Enrollment: 782 students
Sure Start: 2 Classrooms
Kindergarten: 8 Classrooms
First Grade: 7 Classrooms

Second Grade: 8 Classrooms
Third Grade: 7 Classrooms
Fourth Grade: 6 Classrooms
Club Sponsorship: 25 clubs for the community
Staff Employed: 80 personnel, 60 classroom teachers, 15 GS positions, 2 admin, 3 Host Nation personnel
Substitutes: 12 positions active
Incoming Staff: -2 Office automation -1 Special Education Teacher, Moderate to Severe, December 18 <sup>th</sup> start date
Staff Vacancies: *On-boarding has been impacted by COVID-19 -Special Education Teacher, Mild to Moderate -Guidance Counselor -2 Special Education Aides -School Secretary

- SLO/Installation Commander: School Liaison Officer Ms. Hill and Colonel Tremblay were both present.
  - Colonel Tremblay gave insight that new mitigation measures to be implemented on December 12, 2020 will not impact CDC or local schools. There will be visible changes and travel restrictions in the future.
  - Ms. Hill reported the Installation Advisory Committee (IAC) now has all representatives in place and can move forward with future meetings. The next IAC meeting will be scheduled after Winter Break. There are required to be 4 IAC meetings in a school year, so some may be close together. Finalized date and time will be coming soon.
  - Ms. Hill posed a question to Principal Bryant regarding the Elementary Student-to-Student program. Principal Bryant mentioned that implementation was going soon and that student support services team shortages have impacted the program. Point person for the Student-to-Student Program is Erica Beaufort.

#### 4. Old Business:

- Kiss and Drop: Principal Bryant reported there are no changes, Kiss and Drop is operating as planned in previous update.
- Parent-to-Parent: MCEC Parent-to-Parent update was given by Jetta Allen. MCEC has a Parent-to-Parent program that is in the middle of a transition from paid/hired employees to run each communities Parent to Parent Platform to an all-volunteer based platform. Their program is not school specific but installation/community wide. This is not something that can be implemented on the local Central Elementary level but would incorporate all schools on the installation and within the community. To have a cohesive and comprehensive Parent-to-Parent program, there would be volunteers undergoing criminal background checks, participate in virtual training models and continuing education and institute for education opportunities, and the volunteers would essentially run the local Parent-to-Parent MCEC branch programs. Training

models can take up to 8 months to complete and with the transition rate of 2 years, this would be hard to accomplish current at Humphreys. At this time, this would not be a viable option for Central to implement as this a larger installation model. Taking some of their foundational practices would be goal moving forward and see what we can implement on the Central scale. SAC Chair agreed to place this on February's SAC Agenda to determine a plan.

- November 18<sup>th</sup> Installation Advisory Committee was canceled. No updates from the IAC.

## **5. New Business:**

- In Person IEP and 504 Meeting and Parent Teacher Conferences: Principal Bryant reported they are being held remotely. Jetta Allen asked if there was a specific policy mentioning these needed to be held remotely or when possible, they would be back in person. Principal Bryant mentioned this would be a district coordinated attempt, not at the school level and that when they knew when the return of in person meetings could happen, she would be sure to let people know. Principal Bryant said as far as policy, one could listen the Pac West Live and hear the Superintendent mention all schools are doing virtual meetings.
- Crosswalks on 11<sup>th</sup> Avenue: Crosswalks on 11<sup>th</sup> Avenue headed to Tropic Lightning needing repainted and reflectors added, the PowerPoint shared showed pictures of the crosswalk. SAC Chair reported that this will be moved to the IAC.
- Questions and Concerns during DoDEA Facebook Lives: As this relates to district policy, this concern will be pushed directly towards them. Jetta Allen reported difficulties of posting questions and concerns being unseen due to errors during the Facebook Lives. Principal Bryant reported that District has heard suggestions and had started to offer a questions and comments post before their Live sessions.
- Current Parent University and Help My Child Sessions: Help My Child is a district level parent support program. This question will be sent up to them. Current Parent University was covered in the Principal Report. Google Forms was an option mentioned to gauge parent interest in planning upcoming Facebook Lives for Parent University Topics. Jetta Allen will be the point person for the collection of that data. Jennifer Hall will also coordinate with Jetta Allen.
- Community Engagement with Krisjand Rothweiler: With mitigation measures in place that prevent new to the installation families touring the school, many parents are left in the dark about their child's day. How can we help parents understand where their child is going to school, what their day looks like, and how they are interacting with Central? The newsletter and Facebook is great, can we show more about the "where" students are doing things? Can we post videos of the classrooms, recess, lunch, and makerspace? Principal Bryant pointed Mr. Rothweiler to the News You Can Use and Facebook. He also reported that these things are not always accessible on government computers. Principal Bryant also mentioned individual teachers pushing newsletters, communication, and

information to parents would be a great source to keep parents connected. Principal Bryant also mentioned she would review these expectations with her staff.

- News You Can Use Format: Krisjand Rothweiler mentioned that the current News You Can Use Format is not as “all in one” as the last year’s format. This year seems to be more chopped up and has many links that aren’t always accessible on government computers. Clicking on the different links is time consuming and some do not open. Principal Bryant proposed creating a committee at the end of the year that would determine the format for next year keeping in mind that changes every year happen, short staffing, and the time-consuming efforts put in to get information. The Current News You Can Use allows for a quick click and go to what each parent specifically wants to see. That was a shift made for this year to help save parent’s time. Krisjand Rothweiler was asked to propose a committee to look into communication. He mentioned reviewing his notes from last year and readdressing on the next meeting’s agenda.
- Gym Update: Coach Rickett surveyed students and 80% of students are enjoying PE the way it is current done with mitigating measures such as distancing, wearing a mask, mask break areas, lack of use of equipment due to COVID mitigating measures. No pre-COVID data had been taken. It is a safe, learning environment that the students are enjoying.

HCES SAC Dates 2020-2021	IAC Dates 2020-2021
-10 December	-18 Nov
-11 February	-27 Jan
-8 April	-24 March
-3 June	-12 May

## 6. Open Forum

- PTSO Granted for Recess Equipment: Coach Rickett reported that students were surveyed and there are some logistical measures to consider, but supplies are incoming. PTSO had some great unveiling and showcasing ideas for what comes in for the students to use.
- GaGa Pitts are coming to increase a positive school culture during Recess and PE. PTSO granted funding for GaGa Pitts. Supplies are incoming. It is a high intensity fun game for adults and students.
- December STEAM Event: Mr. Richard Taylor mentioned Gingerbread Houses coming in for this month’s STEAM Event. Gingerbread Houses and Mr. Wong’s display will be in the halls to create a magical experience for the kids. Pictures and videos will be put out for community.
- MakerSpace is open with mitigation measures shared Mr. Taylor. There are not as many classes in with mitigation measures in place, but with indoor and outdoor makerspace, students can design and make things.

- Assistant Principal Ryan LaDouceur was welcomed as he started in October. He looks forward to working with the community.
- Thank You's were given by Principal Bryant to the SAC for creating committees and addressing concerns to continue to improve things for families and students in our community.

## **7. Closing**

- Next Meeting will be 11 February.

Meeting Adjourned: 4:12pm

Next Meeting: 11 February, 3:30pm

Next Meeting Location: Virtual Meeting via Google Meets

Submitted by; Jetta Allen, SAC Secretary and Parent Representative