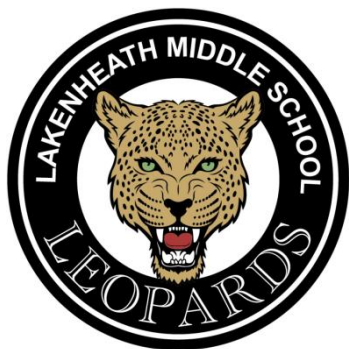


LAKENHEATH MIDDLE SCHOOL



S School

A Advisory

C Committee

Do you want to influence your child's education?

DoD Policy:

Encourages committee formation to...

- Foster participation in school affairs
- Provide a coordinated process to address and resolve issues at lowest possible level
- Promote communication and problem solving among school administrators, military leaders and local advisory committees

Responsibilities:

"Every parent, teacher, sponsor, student, DoDDS administrator, and military commander shall **share the responsibility** to work collectively in supporting the schools, in enhancing programs, and improving not only the delivery of educational programs and support services to DoDDS students, but also the overall quality of life shared by all personnel in the American overseas communities, of which the schools are an integral part."

What SAC Does:

Makes suggestions and recommendations to the principal and/or installation commander for the improvement of educational matters and general quality of education and school programs.

What are "educational matters"?

- School policies affecting students and parents
- Administrative procedures affecting students
- Instructional programs and educational resources within the school
- Allocation of resources within the school to achieve educational goals
- Pupil services (health, special ed., testing, evaluation)
- Student standards of conduct and discipline
- Policies and standards of the dependents' education system related to the above

SAC Does **Not**:

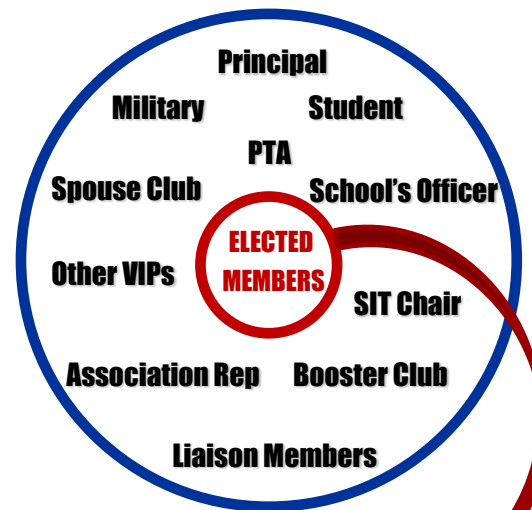
- Raise money
- Grant student scholarships
- Financially support school events
- Engage in any monetary projects traditionally associated with PTO, boosters or other support groups

Issues **Not** Addressed by SAC:

- Personnel practices or policies
- Compensation
- Grievances of school employees
- Internal management of DoDDS or DoDDS programs

Composition of the SAC

- **Parents**
Of students enrolled in school
- **Educators**
Full-time professional employees of school
- **Students**
Enrolled in school
elected by student body
additional voting member optional



Elected Members:

- **Chairperson**
- **Vice Chairperson**
- **Secretary**
- **Representatives to IAC**

Elected Member Roles:

Chairperson

- Preside over meetings; be the direct link between SAC and principal
- Coordinate agenda
- Encourage open and honest discussion
- Remain neutral while leading discussions and meetings

Vice Chairperson

- Support the chairperson in meeting preparations and proceedings
- Aid the chairperson in staying on schedule
- Help ensure that everyone participates

Secretary

- Publish agenda prior to meetings
- Record minutes of the meetings
- Time Keeper