



DEPARTMENT OF DEFENSE  
DOMESTIC DEPENDENT ELEMENTARY AND SECONDARY SCHOOLS  
GEORGIA / ALABAMA DISTRICT  
MAXWELL ELEMENTARY/MIDDLE SCHOOL  
800 MAGNOLIA BLVD  
MAXWELL AFB, ALABAMA 36112

DDESS – Maxwell

MEMORANDUM

SUBJECT: Minutes of Maxwell AFB School Board Meeting for the Month of January, 2018.

1. The regular meeting of the Maxwell AFB School Board convened at 1:00pm on Wednesday, 10 January 2018 in the multi-purpose room of the elementary/middle school located at 800 Magnolia Boulevard. Col Cullen called the meeting to order. Dr. Coleman made opening remarks and then we proceeded on to the awards presentation. The Fire Chief made remarks about dedicated students and expressed the fire department's appreciation for the students' participation.

2. Attendance

- Dr. Lisa Coleman                      Community Superintendent
- Col Timothy Cullen                      President
- Lt Col Kelly Marcell                      Vice President
- Lt Col Joshua Snow                      School Board Member
- LCDR Sean Ferguson                      School Board Member
- Maj Melanie Martin                      School Board Member
- Ms. Rachel Zohn                      School Board Member
  
- Others Present
- Mr. Paul Hernandez                      Principal
- Mr. Scott Haines                      Admissions Officer
- Ms. Marie Patti                      Cafeteria Manager
- Ms. Marie Shepherd                      Secretary (Recorder)
- Ms. Brittany Miller                      School Counselor (Awards Emcee)
- Mr. Randy Stokes                      School Liaison Officer
- Ms. Nela Brown                      EFMP Program Manager
- Chief Charles Jorgensen                      Maxwell AFB Fire Chief
- Parents of Award Recipients

3. Awards Presentation

4. Old Business

a. DoDEA Lice policy – tabled from last meeting.

1. The Board proposed a question about the lice issue: If parents agree, can the school notify other parents? Dr. Coleman said, "No". Parents can share the information amongst themselves but staff cannot. When the question "why" was

asked, the answer was that it's a privacy issue. The stance of DoDEA was that we don't want to be so intrusive. Even for the flu, we would not notify all parents. The school follows proper procedures and it's a privacy issue and is part of DoDEA's Standard Operating Procedures. Dr. Coleman will re-send the e-mail outlining the policy to the board.

### 5. New Business

- a. Ms. Patti began the cafeteria update by noting that enrollment is up from 41 percent to 43 percent. We were debt free as of December 20<sup>th</sup>. She also noted that the chef salads would now be offered 3 times per week. Ms. Patti mentioned she would be offering an alternate entrée for students and staff. She mentioned that the Shepherd's Pie went very well. She concluded by saying that 297 qualify for the meal program.
- b. Dr. Coleman addressed the MilCon update. She said that there were no changes and it was business as usual.
- c. Mr. Hernandez stated that enrollment was 311.
- d. He also mentioned that the 5<sup>th</sup> grade class is at Starbase, a STEM type program that the kids love.
- e. The Gifted Pilot has expanded the program assessment to 2<sup>nd</sup> graders.
- f. Mr. Hernandez mentioned that we have been doing some typing clubs since not all students can type.
- g. He noted that the SPED Assessor position probably won't be filled this year.

### 3. Adjournment

- a. Col Cullen made a motion to adjourn which was seconded by Lt Col Marcell. All were in favor.

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COL TIMOTHY CULLEN  
School Board President

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LISA B. COLEMAN, Ph. D.  
Community Superintendent, GA/AL Community