

**NSA Naples Installation Advisory Committee Meeting**  
**Tuesday, January 21, 2020, 4:00 p.m. – 5:00 p.m.**  
**Naples Elementary School Information Center**

**Members**

The Installation Advisory Committee (IAC) is co-chaired by the Installation Commander and a School Principal. The IAC comprises two representatives from each of the School Advisory Committees (SACs), one parent and one professional school employee.

CAPT Todd Abrahamson, CO NSA Naples, IAC co-chair	Erika Workman, parent rep NMHS
Chris Beane, Principal Naples Elementary, IAC co-chair	Dirk Lambertson, teacher rep NMHS
	Bob Topper, parent rep NES
Shannon McCaulley, SLO (non-voting member)	Bridget Ruffino, teacher rep NES

**Agenda**

**4:00 p.m. Call to Order**

**4:00 – 4:15 p.m. October 16, 2019 IAC meeting minutes available**  
**Establish SY1920 Goal**

**4:15-4:25 p.m. Reports**

1. Reports
  - a. Principals’ Reports
  - b. Installation Commander’s Report
  - c. School Liaison Officer’s Report

**4:25 – 4:35 p.m. Old Business**

2. Update on previous issues
  - a. Emergency Preparedness
    - i. Partner Exercises SY1920
      1. Dec. 5 NMHS Integrated Lockdown Drill
    - ii. Emergency Notification Systems: DoDEA AtHoc
    - iii. School safety and security
      1. exterior door and gate access challenges
      2. PA System functionality
  - b. Facilities
    - i. Update on repairs to NMHS restrooms and gym.

- c. Installation Access Challenges for DoDEA Athletics & Activities
    - i. Data has been provided to CNREURAFCENT.
- 3. IAC Letter to DoDEA HQ via DoDEA District Europe South Superintendent requesting What's App access for Student Transportation Office (STO) for Gaeta parent communication.
- 4. IAC letter to DoDEA District Europe South and NEXCOM Student Meal Program requesting action to develop procedures for monitoring and supporting students with allergies.

**4:35 – 4:50 p.m.            New Business**

- 5. Issues for the agenda from the SACs and representatives to the IAC
  - a. NMHS SAC requests a detailed plan for the bathroom repairs to reach an acceptable standard for our students learning environment.
  - b.

**4:50 – 5:00 p.m.            Open Forum**

- 6. Open Forum

**5:00 p.m.                    Call Meeting to a Close**

- 7. Next meetings: Mar. 10, May 12

Thank you all for your participation as we work together to foster communication, facilitate problem solving, and recommend action towards continuous school improvement.

Do you have questions or ideas for your School Advisory Committee?

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