



Humphreys Middle School
School Advisory Committee (SAC) Meeting Agenda

Attendees:

- HMS SAC Chair: Megan Viverette
- HMS SAC Vice Chair: Daniel Lambertson
- Parent Representatives Present:
 - Jetta Allen
 - Christopher Carson
 - Katie Hampton
 - Carolyn Pickering
 - Megan Viverette
- Staff/Teacher Representatives Present:
 - Gail Bruton
 - Wendy Farmer
 - Whitney Johnson
 - Daniel Lambertson
 - Shelley West
- Student Representatives Present:
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- HMS Principal: Chad Struhs
- HMS Assistant Principal: Alicia Stephens
- HMS Assistant Principal: Natalya Cho
- USAG Humphreys Command: Colonel Ryan Workman, CSM Monty C. Drummond
- School Liaison Officer: Melody Hill

Call to Order Time:

Minutes taken by _____

Approval of Minutes

- HMS SAC Minutes for May 23, 2023

Reports

Principal Report:

- Number of students currently:
- Numbers of teachers:
- Number of substitutes:

USAG Humphreys Command:

- **School Liaison Officer (SLO): Melody Hill**

- **HMS PTSO:**

- Email: humphreysmiddleptso@gmail.com for more info

Old Business

- Sensitive Document Handling Policy
 - The school has a Policy in place.
 - Response: "This is what Dr. Sherwood sent Feb 2, 2023:
 - Document Handling Intake Policy Recommendation: The HMS SAC is recommending that the current "carbon copy" system used at HMS be improved upon with a policy developed in a similar manner for all students DoDEA Wide, regardless of their affiliation with special education. Specifically: carbon copy forms for ALL documents delivered by parent/guardian (s) to the school. Response: The practices occurring at HMS will be shared with the other schools within the PAC West for their consideration to implement. At this time this concern has not been raised to our attention at any other school. Therefore, there is not a need to create or enforce this change as a policy across PAC West district. This recommendation will also be sent to the region leadership for their consideration for implementation at other schools across the region." -Dr. Sherwood via email
 - Clarification: "We have not received a formal response regarding the Carbon Copy. That said, I have responded that I would only be sending it to region as a recommendation, but we would not be enforcing at our schools in the PAC West." -Dr. Sherwood via email
 - Committee voted 7 to 3 to close item
- Hiring and Human Resources
 - No current update
- Temporary Postponement of the Strategic Literacy and Math Instruction
 - We do have teachers hired and on campus
 - Do we have a motion to close this item
- Safety and Security of Students and Staff on the within HMS Campus
 - Update: "With respect to cameras: we received an email to all Pac West Administrators that states: "This is the most accurate and current status for Pac West CCTV projects. As you can see, most schools in Pac West have been funded for New CCTV packages. IAW DoDEA guidance, these will only include exterior, or exterior facing, cameras." Humphreys Middle School is slated for 30 but our security officer still does not have a timeline for them. This was received 06/15/23." - Mr. Struhs via email
- Functional drop off and pick up
 - Still a work in progress. The Committee recommends the following:
 - Put a barrier up in the middle parking section at drop off / pick up zone
 - Have our Sponsored Unit or MP's out there directing cars. Seems like teachers are on rotation and so not all rules are enforced the same way
 - Continue to put out the protocol in School Newsletters and Facebook
 - Put the arm in for the back parking lot where parents are still using for drop off and pick up

- Coordination of USFK and DoDEA School Calendar
 - It looks like the calendars are link pretty close
 - Committee voted 9 to 1 to close item
- Gifted Education: AAPS for grades 6-8th
 - Parent concern: Per regulation, AAPS progress reporting is to be quarterly, with many parents asking for progress report all of the 2022-2023 School Year. The attached notice say it will start in Semester 2. Can we please advocate for reporting quarterly in alignment with standard quarterly reporting per the regulations. This will also help parents understand what services their child is getting, what extensions, and allow parents equal participation in their child's education to make date driven choices.
 - Update: "The AAPS program is a pilot program with a phased implementation. We are one of eight schools in DODEA that were selected to pilot AAPS at the secondary level.

As Humphreys Middle School Implements Phase 1, Quarterly Progress Reports (QPR,) will be sent home beginning in Semester 2 of the current school year and continue throughout middle school. Parents were initially informed of this plan the week of August 31, when they received the Phase 1 AAPS Permission Form.

We look forward to working with both students and parents for the success of this population of students." -Ms. Johnson via email

- Return to school preparation
 - It seems to have been much better this year. Most students were given their schedules before the first day of school with tours the week before school started.
 - Committee has requested any feedback given to Admin
- DoDEA Student Information System (DSIS)
 - Issues regarding parent access was addressed with Ms. Key being available to meet with parents to gain access
 - All teachers were given guidance on how to put in grades so they are consistent within in the school
 - Committee voted 8 to 2 to close item
- Middle School Sports
 - Many teachers do sponsor some sports such as volleyball. However, it is not like High School Sports.
- Approved DoDEA standardized curriculum form DoDEA HQ for elective classes
 - No current Update.
- Special Education Focus Group
 - This item was elevated to DoDEA Headquarters and was denied.
 - Committee voted 8 to 2 to close item
- Structured Literacy: The Science of Reading
 - HMS is a pilot school for The Barton Program
 - Committee voted 9 to 1 to close item
- School Discipline and School Resource Officer (SRO)
 - Many teachers are trained in the conflict de-escalation and conflict resolution
 - Clarification on if the school as an AO or Security Officer
- Amount if Seminar/ Advisory/ Academic Enrichment Minutes
 - No formal recommendation has been formed; the Committee is currently in discussion on what recommendation to make.

New Business

- Voting in 1 additional Parent Representative and 1 additional Teacher Representative
 - Committee voted 8 to 2 to elect
 - Nominations will start 10/1/2023
 - Nominations can be submitted to the HMS SAC at this link:
<https://forms.gle/MSx48ZQ28zYepeXa6>
- Orchestra and Band
 - Parent Concern: The Orchestra and Band at HMS were invited to participate in a Jazz Music seminar Workshop at SFS on 16 Sept. It was an optional activity. I guess school sponsorship was denied for an unknown reason, saying that it was not a part of the core curriculum. Also, I had heard that other middle and high schools in the district were able to participate? However, I have not confirmed this. Any child should have the opportunity to expand their learning, and this would have been a great opportunity. How is music different from sports? I know that there are more opportunities later in the year (Honor Band, Large Group Festival, Honor Orchestra....). I would hate any child who is invited and wants to participate to not get this experience. What can we do as parents, teachers, and admin to ensure that children get to participate?
- Bylaws revision Changes are in red with notes to the right.
 - Committee voted 8 to 2 to approve changes

Open Forum

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Adjournment Time: