



EJ King Middle High School SAC

# April SAC Meeting Minutes

01 April 2024 / 1500-1600 / EJ King Commons

<b>SAC MEMBERS IN ATTENDANCE:</b>	<input checked="" type="checkbox"/> SAC Chair: Shana Cutler	<input checked="" type="checkbox"/> Vice Chair: Jessica Nedzweckas	<input checked="" type="checkbox"/> Secretary: Erin Arocho
	<input checked="" type="checkbox"/> Publicity/Socials: Lynn Dawson	<input checked="" type="checkbox"/> Teacher Liaison: Theresa Carl	<input checked="" type="checkbox"/> Teacher Liaison: Candace Blakely
<b>Attendees:</b>	<a href="#">See attached attendance sheet</a>		

**Call to Order: 1515**

**Welcome attendees and introductions.**

**Approved Minutes Read By: Jessica**

**10 minutes:**

Reports:	Topic:	Comments/Reflections	Action Items:
<b>SAC Chair:</b>		2023/24 EJKSAC Goals We would like to ask the community what items or topics they want the SAC to address this school year. Annual goals are to be set so effectiveness of the SAC committee can be documented.	Possible Goals: 1. Master event planning and clear communication between school and parents. 2. Morale, academic and physical well-being of students: 3. Create clear expectations and desires for parent volunteers.

<b>Principal:</b> <b>Mr. Brown</b>		<ul style="list-style-type: none"> <li>• Dr. Threatts has accepted a promotion and will be leaving soon!</li> <li>• District Tour has led to the decision to move 6th back to SES during the 2025/2026. (NOT NEXT SCHOOL YEAR)</li> </ul>	
<b>SLO/Installation Commander:</b> <b>Mrs. Johnson</b>		Absent	

<b>OLD BUSINESS: 25 minutes</b>			
	<b>Topic:</b>	<b>Updates/Comments/Reflections:</b>	<b>Action Items:</b>
	<b>Election Results</b>  <b>Raised:</b> <b>OCT 2023</b> <input checked="" type="checkbox"/> <b>Resolved</b> <b>March 2024</b>	Student Rep picked. Will come to the next meeting. Trendell Cole 9th grade.	Status Update:  Dec 2023: Contact Student Council for student representatives. Jan 2024: Image created and shared Feb 2024:
	<b>WEBSITE Updates</b>  <b>Raised:</b> <b>OCT2023</b> <input checked="" type="checkbox"/> <b>Resolved</b> <b>DEC2023</b>	<b>Issue:</b> Current EJ King IT employee is out on leave. <b>Action:</b> Will follow up with Robin Reed to see if she has the credentials to upload minutes and agendas to EJKing website for the interim.	Status Update: Mrs. Kristen Brown is back! Minutes have been uploaded to main DODEA Website Future Agendas and Minutes need to be forwarded to: <a href="mailto:Kristen.Brown@dodea.edu">Kristen.Brown@dodea.edu</a> , <a href="mailto:lorenzo.brown@dodea.edu">lorenzo.brown@dodea.edu</a> , <a href="mailto:shanida.threatts@dodea.edu">shanida.threatts@dodea.edu</a> , <a href="mailto:joan.quijano@dodea.edu">joan.quijano@dodea.edu</a>

	<p><a href="#">Procedural Compliance</a>  <b>Raised</b>  <b>OCT2023</b>  <input checked="" type="checkbox"/> <b>Resolved</b>  <b>March 2024</b></p>	<p><b>Issue:</b> EJ King SAC bylaws need to be created.  <b>Action:</b> Committee formed: Shana C. Tammy M. Terrier R.  <b>Action:</b> Mr. Brown will find old bylaws.</p>	<p>Status Update:  Mr. Brown could not locate old bylaws, they were not archived.    Bylaws have been approved.  Motion: Jessica  Second: Lynn</p>
	<p><b>2023/24 Schedule, Event Planning, Athletic Banquet</b>  <b>Raised</b>  <b>OCT2023</b>  <input type="checkbox"/> <b>PENDING</b></p>	<p>Coaches 60/40 coaches favored harborview.    Update from Mrs. Johnson: Absent, however verbally confirmed HVC willingness to accommodate for dietary and fiscal purposes so this can be an equitable event for all families. Will officially update once Mrs. Johnson replies.    March 2024: <a href="#">Athletic Banquet Change Request</a></p>	<p><b>Status update:</b>    April 2024: HVC is willing to accommodate this event.  Non-dining attendees ok!  Specialty plate orders can be an option.    Still considering individual team parties. Approach coaches about individual parties and try it this spring?    Mar 2024: Ask harborview to let people come in without eating to cut the cost for families that don't want to eat.    Possibly using Showboat Theatre.    Create link for survey for the school to send out to parents.</p>
	<p><b>Afterschool Clubs</b>  <b>2023/24</b></p>	<p><b>Request:</b> In the future, request clubs ahead of time. Students can create a proposal for a new club.</p>	<p><b>Status Update:</b>    April 2024: Mr. Brown will provide a</p>

	<p><b>Raised Oct 2023</b> ● <b>PENDING</b></p>	<p>Need a club list at the beginning of school year. EDAs need to be discovered in advance. Sign contracts by May for all clubs.</p> <p>Request list of approved clubs from Dodea.</p> <p>Status of Art Club?</p>	<p>list ASAP.</p> <p><b>Clubs:</b></p> <ol style="list-style-type: none"> <li>1. In Spring Semester</li> <li>2. Students need to find interested students.</li> <li>3. Need Teacher Sponsors.</li> <li>4. Formally present it to the principal, creation of bylaws or guidance needed. Mission Statement.</li> </ol> <p>Status of Art Club is still unknown. Discussions surrounding why it is April and clubs are not readily available to students...eg. NJHS was reported by Admin that they did not have a leader for this club designated for the 2023/24 school year.</p> <p>Feb 2024: Only five clubs on the flier. Region has a predetermined list with clubs. Transitional year for clubs.</p>
	<p><b>Month of Military Child</b></p>	<p><b><u>Student Agency: Parade?</u></b> <b><u>See newsletter for events</u></b></p>	<p><b>Status Update:</b></p> <p>April 2024: EJ King HS is still planning these events. Promoting student agency in deciding how they want to be celebrated.</p>
	<p><b>Senior Events: Raised October 2023</b></p>	<p><b><u>Suggested:</u></b> Spirit week for seniors. Monday:Senior Night Tuesday:Decision Day Wednesday:Service Day</p>	<p><b>Status Update:</b></p> <p>April 2024: Month of Military Child Senior Edition...AFN and Fleet and</p>

	<p> <input checked="" type="checkbox"/> <b>Resolved</b>  <b>DEC2023</b>  <b>Reopened</b>  <b>February</b>  <b>2024</b> </p>	<p> Thursday:Field Day  Friday: Graduation </p> <hr/> <p> Feb 2024: Senior parents have been told by Ms. Rosier, senior class lead, that all fundraising and event ideas have been denied.  Student council has not received any official fundraising requests on behalf of the senior class. Parents want to know what administration would deem appropriate fundraising and service/social events so they can move forward with creating a memorable finish to senior year. </p>	<p> <b>Family</b> </p> <p> March 2024: Junior Class hosts Prom  Possible date is 18May2024  Mrs. Oatmann is the teacher lead </p> <p> Graduation Update:  31MAY2024 at 1800 on USS America </p> <hr/> <p> Feb 2024: Senior class is NA.  Babysitting fundraising opportunity. </p>
	<p> <b>Volunteer approval process:</b>  <b>Raised</b>  <b>2022/23</b>  <b>School Year</b>  <input checked="" type="checkbox"/> <b>Resolved</b>  <b>(Partially)</b>  <b>DEC 2023</b>  <input type="checkbox"/> <b>Action Required</b> </p>	<p> <b>Action:</b> Check with security about volunteer approval/disapproval criteria and ensure they fill out the paperwork properly. </p> <p> <b>April 2024:</b>  Was the paperwork signed and turned into district? Not yet. Will sign and send it up. </p> <p> March: Please formally submit this paperwork to District  <a href="#">Review of Specified Volunteer Approval Process</a> </p>	<p> Status Update: </p> <p> <b>April 2024: Paperwork was not signed and sent up to district. Mr. Brown needs new copies in order to complete this task.</b> </p> <p> March 2024:  EJKSAC would like to make a formal request to DODEA in regards to the specified volunteer application/background check process.  Specific investigation into the timeline for background checks are completed by the third party vendor PERSEC uses for clearance and the redundancy of requiring DODEA </p>

			<p>employees with a current and valid background check to have an additional background check performed in order to gain specified volunteer status.</p> <p>FEB 2024: Volunteer application packets are available in the EJKMHS front office.</p> <p>Questions pertaining to volunteer applications need to be directed to our local DODEA Administrative Officer Julia Kobiska. Her email is <a href="mailto:julia.kobiska@dodea.edu">julia.kobiska@dodea.edu</a></p> <p>SAC is suggesting making monthly volunteer application deadlines to help with paperwork handling and tracking.</p>
	<p><b><u>Bullying:</u></b>  <b>Raised</b>  <b>Oct 2023</b>  <input checked="" type="checkbox"/> <b>Resolved</b>  <b>DEC2023</b></p>	<p><b><u>Request:</u></b> EJ King message out clear guidance on actions taken in the event of bullying and remediation.</p>	<p>Status Update:</p> <p>DEC 2023: This will be handled on a case-by-case basis. It is hard to have clear consequences due to individual conditions surrounding each case. There is guidance in the student handbook. Please refer to pages 44-50.</p>
	<p><b><u>Athletic Issues:</u></b>  <b>Raised Dec</b>  <b>2023</b></p>	<p>Revisit: XC limited travel team size due to someone's "mistake"</p>	<p>Status/Update:</p> <p>DEC 2023: Mr. Brown would not name who is ultimately responsible for</p>

	<p>✓ Resolved Dec 2023</p>		<p>this and no apology will be publicly made to the team which this affected (Edgren and King), however he assured us this will not happen again next year.</p>
	<p><b>Parent athletic/far east night information</b>  <b>Raised Oct 2023</b>  <span style="color: red;">●</span> Pending</p>	<p>Revisit: Is someone at the district working on a slideshow update to clarify passport language and guidelines?</p> <p>April 2024: Was this paperwork turned into district?</p> <p>March 2024: <a href="#">Far East International Travel Slide Review Request</a></p>	<p><b>Status Update:</b></p> <p>April 2024: Paperwork was not signed and sent up to district. Mr. Brown needs new copies in order to complete this task.</p> <p>March 2024:  EJKSAC would formally like the District to revisit the “International Slide” on their athletic/far east slide show and change language to reflect appropriate terms. Passports should be referred to as “Tourist Passport” and “ Official or No Fee Passport” as not all “No Fee Passports” are maroon/red due to status per <a href="#">SECNAV NIAINST 4650.1A NIA-N05 15 May 2021</a> Section 6a. Military dependent no fee passports are blue in color and since EJK students are dependents, most of them will have blue passports depending on when it was issued. Providing color reference as guiding instruction creates confusion.</p> <p>In addition, SOFA stamps also appear as “Multiple Exit/Rentry” Stamps as the main line. This clarification</p>

			<p>can also help ensure all traveling student passports are appropriately prepared before departure.</p> <p>Dec 2023: Mr. Brown is following up with Coach Andrew on whether this slide has been updated for all schools, not just ours.</p> <p>Jan 2024: Coach Andrew stated that District assures him that their slide is right, regardless of what PSD says.</p>
	<p><b>Student Awards: Raised Dec 2023</b> ● Pending</p>	<p>Why aren't students who are granted accelerated withdrawal at the end of a school year recognized for their academic achievements?</p> <p>April 2024: Clarification discussion</p>	<p><b>Status/Update:</b></p> <p><b>April 2024:</b> Transcript is sent at the end of every semester but parents need to go into ASPEN to see report cards.</p> <p>No more emails with passwords.</p> <p>Grades are not finalized by the end of the year. EJ King doesn't do 4th quarter awards.</p> <p>EJKSAC suggests adding the 4th quarter principal's list, high honor roll, and honor roll list to the last newsletter of the school year.</p> <p>Academic lettering was brought up as well. Admin says 3.7 and above for <math>\frac{3}{4}</math> quarters.</p> <p>Admin says this is because they did not finish the semester/year.</p>



			SAC perspective is that if a student is academically eligible for recognition at time of withdrawal due to PCS, they should get an award. It is not the student's fault they have to move before the semester ends.
	<b>Anonymous Concern/Compliment form creation</b> Raised Dec 2023 <input checked="" type="checkbox"/> Resolved Dec 2023	The idea behind this form was to create a safe submission space for parents and stakeholders to voice their concerns and compliments without identification. Our hope is that the community will use this tool to express topics they otherwise might be apprehensive to share otherwise.	<a href="#">Anonymous Concern/Compliment Form Link Here:</a>
	<b><u>Parent Teacher Conferences</u></b> <b>Raised: Dec 2023</b> <input type="checkbox"/> Resolved..	<p>Parent community feels that parent teacher conferences were not very well communicated. Many parents only received teacher conference invitations by one or two teachers. This is concerning, especially for 6th grade parents where their norm is "mandatory parent attendance".</p> <p>At the MHS, it is the norm for teachers to directly request a conference for any student receiving a D or F in a class. All other conferences are optional and can be requested by a parent.</p>	<b>March 2024: Moved to April 2024 Plan in place for MS Parents</b> <ul style="list-style-type: none"> <li>• Create clear guidance, procedures and expectations for parents and teachers to follow.</li> <li>• Communicate this at events such as Open House so everyone knows what to expect.</li> </ul>

**NEW BUSINESS: 15 minutes**

<b>Topic:</b>	<b>Comments/Reflections:</b>	<b>Action Items:</b>
<b>Website Update Raised Feb 2024</b>	<ul style="list-style-type: none"><li>• <a href="#">EJKSAC Point of Contact</a> is still Mr. Brown's email address. Needs to be changed to <a href="mailto:ejkingmhssac@gmail.com">ejkingmhssac@gmail.com</a></li><li>• Jessica Clarke is still the POC person listed</li><li>• EJKSAC Minutes need to be uploaded to EJK Website <a href="#">OCT 2023</a>, <a href="#">DEC 2023</a></li><li>•</li></ul>	
<b>Community Concern: Event Conflicts Raised Feb 2024</b>	-Master calendar creation requested for EJKMHS. There have been multiple event overlaps and scheduling oversites due to lack of event information. These conflicts occur within EJK as well as with other entities that work closely with our students.	School Calendar Link placed on the newsletter.  Will work on tentatively planning for master planning calendar for the 2024/25 school year.
<b>Community Concern: Lack of Communication Raised Feb 2024</b>	-I am finding it difficult to understand how many students received their NHS applications days before it was due. The lack of communication from sponsor to parents, even school wide about the program is subpar. My child and a few other students were not given their applications to NHS. If it had not been for classmates there would have been no way of knowing that applications were due next day. This is a National program the application essay is an important part of the process, without sufficient time to write and proofread students are forced to submit something without proper prep time. Thankful for an extra snow day.	EJKSAC suggests students be notified of NHS and NJHS eligibility at least a month ahead of application deadline so students have time to get LOR and essays completed.
<b>Community Concern: Senior Trips Raised Feb</b>	-Mr. Brown has not allowed the seniors to take any trips as a class. Mr. Brown keeps saying that the request should have submitted it at the beginning of the school year, while the class didn't know where they wanted to go. Also won't all a ship tour either on the	Admin Response: Seniors do not get to miss class time to go on a senior trip. They can coordinate a trip on a day off of school. Prohibited by DODEA. Senior

2024	base that is walking distance.	<p>sponsor cannot miss school to do this extra duty. This must be a parent led effort on a non-school day.</p> <p>Parents questioned how Iwakuni can do a senior class picture at Kintai bridge every year, and suggested Mr. Brown reach out to their principal to see how this is accomplished within DODEA guidelines.</p>
<b>Community Concern: Out of office Responses Raised Feb 2024</b>	<p>-The lack of response from teachers via email is concerning. I am trying to meet with the counselor about my kids schedule to change it and she didn't respond. If staff is going to be out of school and not be available to respond can an "out of office" autoreply be turned on so we know?</p>	<p>EJKSAC suggests that EJK Admin give guidance to teachers to educate parents and students about the school's standard response time is (24-48 hours) and if a staff member will be gone longer than that, turn on the "Out of office response".</p>

<b>OPEN FORUM: 10 minutes</b>		
<b>Topic:</b>	<b>Comments/Reflections:</b>	<b>Action Items:</b>
	May Meeting Cancelled.	

<b>CLOSING: Thank you all for coming! All action items should be completed before the next meeting.</b>	
<b>Next Meeting: 03June 2024/1515/EJ KING Commons</b>	
Meeting Adjourned: 1627	Submitted by: Shana Cutler
<b>Notes:</b>	

