

**Yokota Middle School  
School Advisory Committee Notes**

**Location:**

- **YMS Conference Room**

**References:**

- [SAC Training Presentation](#)
- [SAC Community Information](#)
- [SAC Awareness Poster](#)
- [DoDEA SAC Website](#)
- [Meeting Notes](#)
- [SAC Feedback Form](#)

**SAC Voting Members:**

- Parent Rep: Ms. Deatta Harris, Ms. Rodden, Ms. Dunn, Ms. Snider
- Teacher Reps: Ms. Audra Kirkpatrick, Ms. Marietta Epps, Mr. Robert Forbes, Mrs. Sawyer
- Student Rep: Cocoro Jones, Reagan Miguel, Cassandra Jazabek

**Non-Voting Members:**

- Principal: Ms. Hilary Simmons
- FRS: Mr. Paul Lundy
- SLO: Mr. Josh Fly
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**Quarterly Meetings:**

- / Teams [Link](#)
- / Teams [Link](#)
- / in-person
- / in-person

**Date:** Thursday, October 13, 2022

**Time:** 1500

- 1. Minutes - see below**
- 2. Chairperson's Report:**
  
- 3. Principal's Report:**
- 4. SLO / Installation Report:**
- 5. Old Business**
- 6. New Business**
- 7. Open Forum -**
- 8. Closing**

13 OCT 2022, 1500

Attendees: Ms. Simmons, principal; Mrs. Dunn, Mrs. Rodden, Mrs. Harris (president), and Mrs. Snider, parents; Mrs. Kirkpatrick, Mr. Forbes, teachers; Mr. Fly, school liaison officer; three student

representatives: Cocoro Jones, Reagan Miguel, Cassandra Jazabek.

Ms. Simmons began the meeting by reviewing the agenda for today's meeting, which will be annual training for the SAC. Attendees introduced themselves. There are six voting members on the SAC- three teachers and three parents. Ms. Simmons reviewed the purpose of the SAC and frequency of meetings, which will be quarterly unless there is an issue that needs to be resolved before the next meeting. Members received training on what the capabilities and limitations of the SAC are, as well as responsibilities of each member. SAC policy will be posted on the school website following this meeting.

Unresolved from last year:

Move awards ceremonies to each semester, with recognition each quarter. Recognize character awards in addition to academic. This has been implemented.

Dress code- revise dress code to be more body inclusive and available for purchase locally. Additionally, students are no longer held in the nurse's office to wait for a change of clothes. Students are directed back to class. This has been implemented.

Dress code- check for dress code A1/B1. Do not allow a student to be referred for dress code after first check in the morning. This has been implemented, but not without some challenges.

**New topics:**

Verbal harassment and language toward fellow students- SAC will look to implement a character building curriculum for the entire student body to address racism/colorism directed toward fellow students.

Ms. Harris recommended setting goals for the SAC team. Ms. Simmons discussed the new math curriculum and the difficulty of the Mathia. The student representatives agreed that the Mathia program is time consuming and added that Savaas is not engaging or effective. Ms. Simmons said that a new ELA curriculum will be implemented next year. Ms. Harris recommended setting a goal of more in-person activities and events.

Ms. Harris will be responsible for the agenda. She will solicit topics two weeks before meeting date. There will be at least 4 meetings per school year before the IAC. Mrs. Harris proposed an interim meeting to review and revise the bylaws since they were not sent out in advance. Mrs. Dunn seconded. The team voted and agreed.

Mrs. Simmons reported that the school year has started off well. Teachers had professional learning last week. Students can now view their grades so parents can also monitor. There have been several opportunities this year for engagement and character building. The counseling team meets and discusses students who are in need or at risk and plan to intervene. Two staff have been hired, and an additional teacher has been recruited and hired, along with several additional support staff.

Mr. Forbes moved to approve the minutes from the last meeting. Mrs. Dunn seconded and minutes

were approved.

**Other outstanding business:**

Continuous School Improvement- PAC-East has been awarded District of Distinction by the Accreditation team. Internal Review Visit concluded and was part of accreditation.

Parent/Student Comments- none were entered this period

Students posed the question about availability of sports teams for the middle school. Last year the SAC was told that middle school sports are not available because Youth Sports fills the need. Currently, there are only sports clubs that are not competitive, only instructional. DODEA has a safety policy preventing contact sport competition for any middle school student, and non-contact competition only for 7-8<sup>th</sup> grade students and only “space-available” with the high school team. Mr. Fly recommended pushing the sports issue to a higher level since school level cannot change this policy. Cassandra clarified that the athletics issue should be addressed at a higher level and asked whether it was a COVID policy. Currently, sports clubs are the only option for middle school students. Ms. Simmons read guidance from DODEA about middle school sports, which aligns with what we discussed.

Ms. Simmons proposed choosing the next meeting date for an interim meeting to review and revise the bylaws. Ms. Simmons proposed November 10 @3pm. The team agreed.

Ms. Harris reviewed how to access the bylaws and said that she will ensure everyone has access before the bylaws meeting. Ms. Simmons asked whether we should make it a public meeting. The team agreed.

Ms. Harris proposed December 1 @3pm for the next regular SAC meeting. Ms. Harris proposed February 16 for the 3<sup>rd</sup> quarter. April 27<sup>th</sup> was proposed for 4<sup>th</sup> quarter. These dates were chosen two weeks in advance of the IAC meeting. The team agreed.

Meeting adjourned at 4:10pm.

**Date: Wednesday, November 16, 2022**

Time: 1445

Attendees: Deatta Harris, Audra Kirkpatrick, Hilary Simmons, Ms. Rodden, Deonna Sawyer, Dana Carey, Cassie Jarzabek, Ms. Dunn, Ms. Snider, Officer Grimmer, Ms. Epps, Mr. Forbes

Ms. Harris called the meeting to order at 1449. Ms. Kirkpatrick reviewed the minutes and the Ms. Harris moved to approve the minutes. Minutes were approved.

Ms. Harris reviewed the by-laws for SAC. The team read the by-laws before the meeting and a few changes were proposed. The first change was to elect members at the beginning of the school year rather than the end of the previous school year. Another decision was the term length for IAC

representatives. The team agreed for two years for members, except for IAC representative which was set at one year. Ms. Harris asked what date our SAC report will be due. Ms. Simmons reported that it is usually the last day of school, which will be updated in the bylaws for this year. Ms. Harris will prepare the document for digital signatures. Ms. Harris moved to approve the by-laws. The committee unanimously approved.

Ms. Harris discussed goals for SAC. Ms. Dunn asked to view form submissions. There have been no submissions regarding goals for SAC. Ms. Simmons recommended pursuing the goal of increasing frequency of school-wide after school or in-school activities. Discussion followed to detail what these activities would look like from an organization and logistical point of view. Feedback from parent surveys indicates that parents would like more afterschool activities. Student representative Cassie added that events during school are more likely to be appreciated by the student body. Ms. Harris clarified that the events will be in-person, which is something that the community has been missing the past few COVID years.

Ms. Simmons reviewed data from a parent survey. 75% percent of parents were happy with what the school currently provides. Other data points indicate that parents are happy overall with the school community, support, and information. "School keeps me informed of my student's progress" had the lowest satisfaction rate other than lack of afterschool activities. Parents indicated that they were dissatisfied with the time it takes to get summative assessment data back to them, which is out of our control.

Ms. Harris shared that as a parent, other than what she sees for grades in the portal she is really in the dark about how her students are doing. Ms. Sawyer shared that most teachers put comments on grades that can be a more accurate indicator of their true progress. Ms. Snider posed whether teachers can contact parents before small problems become bigger problems. Ms. Epps reiterated that we use Aspen as our primary form of communication. She said that Homework Center is also an option for any student who needs extra help with homework. Ms. Harris proposed that the committee publicize that we rely on Aspen so heavily. Ms. Simmons proposed a goal of improving communication between parents and teachers. Ms. Harris recommended some milestones and steps leading to this goal. A discussion ensued regarding different problems with communication and some potential solutions. The team agreed that digital communication with parents is best. Parents on the committee agreed that they would like to be informed when their child is issued a detention, including a lunch detention.

Ms. Simmons reported that middle school sports has been elevated to the IAC level and beyond and will be a regional decision.

Ms. Sawyer proposed a goal to address bullying and racism. Ms. Kirkpatrick agreed with this goal since it seems to be a pervasive issue within the school. Ms. Snider recommended a curriculum to

address social and ethnic diversity. The committee recommended reaching out to organizations in the community to have them come present about different social topics. Officer Grimmer will advocate these partnerships at the CAB meeting tomorrow.

The three proposed goals are:

Increased in school and afterschool activities for students centered around community-building

Enhanced/increased communication between teachers and parents

Increased attention to bullying/racism issues and character building

Meeting was adjourned at 1545.

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