

**Department of the Army
Zama Middle High School
Unit 45005, APO, AP, 96343-5005
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SAC Minutes

Nov. 10, 2022, 5 p.m., Camp Zama Library

1. Meeting called to order: 5 p.m.

2. Attendees:

Principal: Henry LeFebre
Vice Principal: LaTasha Anderson
Chairperson: Lucinda Ward
Co-Chairperson: Alec Carter
Secretary: Dustin Perry
Parent Representative: Theresa Brodsky
Teacher Representative: Erin Moore
SLO: Sean Keeney
Rie Davis
Callie Jackson
Nakiba Jackson
Hannah McCarthy
Jaren Price
One parent via Google Meets

A. Ongoing Business

Purpose of SAC – ZMHS Administrator

B. New Business

New and returning SAC body members were introduced.

C. Installation Advisory Council (IAC) Issue Closeout

Highlights included the success and proliferation of the school's student-led "See Something, Say Something" campaign. The school receives regular reports. Students are reminded to tell their parents that parents can also report to "See Something, Say Something."

Unresolved question was raised about the placing of a bike rack for students near Atsugi.

Question was raised about having medics onsite during high school football games. Principal LeFebre explained that he went to the commander of MEDDAC – Japan and asked if their medics can provide support. The commander told the principal that MEDDAC-J can support home games, but not away games.

D. 2023 Prom Location

It was confirmed that the students will be allowed to choose the venue for the 2023 prom. The voting system will be weighted so that all students' voices (from Camp Zama and Atsugi) are proportionally equal.

A concern from Atsugi is that most students at ZMHS know which venues are available on Camp Zama, but are not familiar with the venues available on Atsugi. In response to this, the junior class representatives organized a tour of Atsugi.

A ballot is currently being built with a list of the available locations and the cost associated with each. Once the voting is complete, the results for the venue will be announced.

E. School Calendar

Question was raised as to whether there is a monthly calendar put out by the school with events listed. The answer came back that yes, there is a school calendar on the school website. When changes are made, they are automatically populated on the website. Principal LeFebre also sends out weekly and monthly updates, which the Public Affairs Office shares on social media. The items that go on the calendar include sports events (as they are updated), the A- and B-day schedule, and notifications for rescheduled events.

F. SAT, ACT, ASVAB

Dates for SAT, ACT and ASVAB were posted online and sent out via email.

G. Parent Notification of Special Programs and Guest Speakers

Principal LeFebre noted that notifying parents of special programs and guest speakers is easy to accomplish. This was added to the agenda because a parent had reached out with information on what the school had going on for Red Ribbon Week.

H. Open Discussion and Questions

Principal LeFebre noted that the school is endeavoring to let parents know that they have to give teachers 10 days to rectify students' grades in the online portal in case of last-minute grade changes or student absences. Once the grades are in, solid GPA lists can then be produced and parents can be notified if their student is on a respective honor roll or will be receiving an award. So that parents can be given enough notification to see their students recognized, there will be a delay between when a quarter ends and when students are recognized for their performance in that quarter.

I. Next SAC Meeting

The next SAC meeting has been tentatively penciled in for Jan. 5 at either Lanham Elementary or the small theater on Atsugi.

J. Meeting Adjourned: 5:30 p.m.

Submitted by: SAC Secretary Dustin Perry