



DEPARTMENT OF DEFENSE
WEST POINT SCHOOLS
UNITED STATES MILITARY ACADEMY
WEST POINT, NEW YORK 10996-1196

REPLY TO
ATTENTION OF

MAPA-E

1 November 2012

MEMORANDUM FOR RECORD

SUBJECT: Minutes of West Point School Board Meeting, 3 October 2012

1. **Call to Order:** The regular meeting of the West Point School Board of Education was called to order by Mrs. EL, Board President, on Wednesday, 3 October 2012, at 4:38 PM in the Superintendent's Conference Room, Building 705.

2. **Members Present were:**

BC, Vice President
CK, Board Member
EL, President
AP, Board Member

Michael Gould, District Superintendent, NYVAPR DDESS
AB, MWR

Member Absent was:
JZ II, Board Member

Others Present:

NC, Elementary School Principal
DR, Middle School Principal
LM, PTO Liaison
LD, USACE
SD, USACE
RL, NYVAPR, DSO

MC, School Liaison Officer
TM, WPMS
PL, WPES
GE, WPES
KS, WPES
GC, SMSS
EE, Recorder

5. **APPROVAL OF AGENDA:** A motion was made to approve the agenda. The motion was seconded and approved as written.

6. **APPROVAL OF PAST MINUTES:** The minutes from the 5 September 2012 meeting were reviewed. A motion was made to approve the minutes. The motion was seconded and the minutes were approved as written.

7. **INDIVIDUALS WISHING TO ADDRESS THE SCHOOL BOARD:** Mr. AG, parent, was unable to stay for the meeting; however, Mr. Gould spoke on his behalf. Mr. Gould stated Mr. AG had multiple concerns in regard to conduct, smoking and general safety of the construction workers near his quarters on Barry Road directly behind the school. Mr. Gould stated that Mr. AG seemed comfortable knowing that the school was already working the issues. Mr. Gould encouraged him to stay in touch with DR as needed.

8. **BOARD PRESIDENT COMMENTS:** EL took this opportunity to share the great feedback received from the performances of the West Point Middle School at the recent Diversity International Day. She mentioned both the Superintendent and the Commandant were very pleased. She thanked MC for her work in setting this up.

9. REPORTS:

a. **Superintendent's Reports:** Mr. Gould mentioned it is a pleasure to be here and this visit is a quick one.

(1) **Logistics Report: WPMS MILCON:** DR stated if nothing changes in the timeline/schedule as it appears, we are looking at completing Phase I by November 2013. He stated we were working closely with our DoDEA personnel to remedy the delay and to possibly occupy the new building by the end of July 2013. By doing this, it is possible we will delay the start of the school by one to two weeks. He emphasized there are many ways this could go and that we are hopeful to get on track so we do not have to move into the new building during the Winter Break of 2013. Mr. Gould stated we hope to have a solid answer in the next couple of weeks as to how we can plan to go forward. LD reported that the exterior block work is 95% complete and interior block work is progressing. Mechanical, electrical and plumbing rough –in continues on both levels. The architect was recently on-site to look at the rock ledge. The work on the elevator excavation has been halted. The rock ledge must be removed by drilling and hammering and must be done very carefully. Sidewalk on the south side of Barry Road is near completion; EL thanked LD for getting this worked out. Steel work is 95% complete and the roof installation is scheduled to begin on 8 October 2012. Mr. Gould and the board thanked LD for being present at the meeting. It was noted that if there is going to be a change to the start of the school year, Mr. Gould will keep everyone well informed. **WP Maintenance Support Contract:** Mr. Gould stated Universal Services Provider, LLC (USP) is the new Maintenance Contractor on site. Notice to Proceed was given on 28 September 2012 and the kick-off meeting was held today. USP has already started moving into the office and are making arrangements to be settled in by the end of the week. They are required to do full facilities assessment within the first 90 days to continue bringing the buildings up to acceptable standards. Projects over \$2500 will be submitted to DDESS staff for approval of funds and processed by the Norfolk Army Corps of Engineer Office. EE mentioned there was an advantage to USP getting the contract as they were the sub-contractor to the previous contract and they are already familiar with the facilities. Mr. Gould added they also hold contracts with other DDESS schools. DR added that two of the employees from GSE have returned to work for USP which also will help with the transition. Additional projects in the works were noted: Elementary Clock System and Installation of AC unit in ES Office. **Safety & Security:** DR reported a successful evacuation drill was held on 25 September, ATRP plan will be ready for DPTMS review by 5 October, Next Safety & Security meeting is schedule for 13 November. Lastly, he asked for a School Board and/or parent representative for the committee. If interested, please contact GC. EL is currently on the committee and stated she would remain. **Elementary School Roof Project:** No new update. Work will begin Spring/Summer 2013.

(2) **Staffing Update:** Mr. Gould reported two new employees at the Elementary School, DD, 2nd Grade and MKC, 4th Grade teacher. He reported three Elementary School vacancies, part-time ESL Teacher, part-time L IMM Teacher, and part-time Education Aide.

(3) **Enrollment Report:** Mr. Gould stated he was pleased with the numbers. Hopefully the Elementary School numbers will continue to go up to reinstate the Vice Principal position.

Elementary School – 478
Middle School – 250

(4) **Accreditation Process Review:** Mr. Gould gave a brief presentation on the AdvancEd Accreditation Process and each of the principals shared information on the goals for their school and their interventions.

(5) **NY/VA/PR District Newsletter:** Due to the heavy travel schedule of the ISSs, Mr. Gould stated the monthly newsletter was skipped and there will be one available next month.

(6) **DoDEA Safe Schools Newsletter:** The monthly Safe Schools Newsletter was unavailable at the time of meeting and will be forwarded via email when it is received.

(7) **School Updates:**

Elementary School: NS reported the Elementary School will be celebrating its 50th year on 31 October. Children will dress in conjunction to things that took place back in 1962, i.e. The Jetson's. She reviewed the CSI assessments that have been completed for the Fall and reviewed special calendar events.

Middle School: DR reviewed school calendar events, Collaboration Day, Continuous School Improvement, and stated the Middle School is in need of parent volunteers.

- b. **PTO Report:** LM reported that Picture Day was a success, retakes will be coming up and the yearbook is being planned and organized. PTO is working on spirit wear design for this year. Read-a-thon has been successful so far, and they are collecting money this week. PTO sponsored 1st graders to go on a field trip to Applewood Orchards.
- c. **School Liaison Report:** MC reported the following:
 - 1. The first Community Relations Council for Education meeting took place on Monday, 1 October. Ms. CB, Director of STEM Outreach for USMA, was the speaker who discussed STEM at the Academy and how they can contribute to local schools.
 - 2. Partners in Education: There are two cadet battalions aligned with the second and third grade classrooms.
 - 3. International Day: WPMS students participated through Tae Kwan Do and Judo. Also, the WPMS Spanish Club briefed a presentation. WPES students participated by a Sign Language presentation. This was the first year that local youth presented and it was a huge success. We hope to expand on this effort next year.
 - 4. WPMS contributed artwork displays toward USMA's Hispanic Heritage Observation event.
 - 5. WPMS Guidance is attending USMA's Diversity Leadership Conference, hopes to meet with the CEO and Founder of Rachel's Challenge to discuss Anti-bullying.
 - 6. Working with USMAPS to bring cadet candidates, who recently endured a parent deployment, to a WPS Deployment Lunch Club.

10. Continuing Business:

- a. **Milcon Project:** This item was discussed earlier in the meeting.

11. New Business:

- a. *Staff Recognition:* EL raised the idea of having staff recognition at the monthly school board meetings. There was a great deal of discussion. Mr. Gould and principals gave their feedback on the topic and it was noted that it is a very delicate topic and sometimes counterproductive. After lengthy discussion it was decided the board will have email conversations, discuss it with the administrators, and bring the topic back for future action.
- b. *School supply lists:* The question was asked if the schools could do sequential supply lists for families that are PCSing to not have to purchase supplies for the full school year. It was also suggested to put a note on the list to contact the teacher if you are PCSing. Purchasing the full list of supplies is quite expensive for some families. This information will be taken into consideration and worked for the future. Mr. Gould stated we need to identify what items are necessities and what items are 'nice to have'. He added that this is a delicate line and we do not want to place a financial burden on the parents.
- c. *Ipads:* Question was raised if we will be supplying Ipads to students. Middle School has submitted a proposal to HQ for Ipads. In addition to purchasing the hardware, an additional hurdle was the network/security issues. Mr. Gould stated the schools are interested in making sure our children are engaged in the latest and greatest technology. Since there are issues w/I pads, DoDEA is pursuing other avenues of technology, i.e. tablets. There are big challenges ahead. Mr. Gould added that Ms. Fitzgerald is also interested in getting a laptop in the hands of each student.
- d. *Committees:* EL asked if there were other committees that have a need for school board member to be on the committee. It was noted that the SIP Committee was where a board member plays a valuable role and is encouraged. CK is on the SIP Committee.

12. ANNOUNCEMENT OF NEXT MEETING: The next regular meeting will be held on 1 November 2012, 4:30 PM, in the MS Conference Room.

13. ADJOURN MEETING: A motion was made to adjourn the meeting and the motion was seconded. The meeting adjourned at 6:25 PM.

Approved by: *Signed by MG*
Michael Gould
Superintendent, NY & VA DDESS

Signed by EL
EL
President, West Point School Board