Bob Hope Elementary School Advisory Council

Meeting Minutes Summary

- **Date and Time:** September 25, 2024, 4:00-5:00 PM
- **Attendees:** Principal Kwiatek, Dr. Williams, Mrs. Christine McNeace, Mrs. Marion, Dr. Adams, Luke (student) & Mr. and Mrs. Beasley, MSgt Habiba Abida, Ms. Thomas, Mrs. Annalisa Knupp, Mrs. Elora Tucker, Mr. Brandon Vieitez, Mrs. Sara Soto
- **Purpose of Meeting:** First Meeting of 2024-25 School Year
- **Goal:** SAC will strive to increase parent involvement to help build a stronger sense of community within Bob Hope Elementary School.
- **Agenda Included:**
    - SAC Training
    - Pre-K
    - Update on School Clubs
    - School Enrollment Update
    - SAC members discussed seat changes
    - Open Forum

Key Points Discussed:

- **Student Enrollment**
    - Current enrollment is at 666 students, which allows 8 members to sit on the council per SAC policies on student enrollment ratios.
- **Student Clubs:**
    - Some are still waiting for approval. List included: Anchored 4 Life, Yearbook, School Safety Patrol, Lego Club, CrossFit 4 Kids, Run Club, Homework Club, SEL Game Club, Reader's Theatre, Boardgame, Month of the Military Child, Talent/Drama Show, and Arts and Crafts.
    - Parent Attending (Luke's Dad) brought up emphasizing club emails, so they don't get lost in the abundance of other teacher and school emails received.
    - Flyers being sent home in addition to PTO posting on Facebook page and emails.

- **Important Upcoming Dates:**
    - **School Liaison Officer- Christine McNeace**
        - Sept. 26- Townhall for Single Parents @ Shilling 1530
        - Sept. 27-28- October Fest
        - Oct. 4- Fire Prevention Week Kicks off
        - Oct. 4- BHES Trunk or Treat
        - Oct. 5-6 – Futenma Fair
        - Oct. 9- Sparky visit BHES
        - Oct. 11- Base Parade 1000-1200
        - Kadena Youth Center opening on Saturday for reservations to host youth parties.
        - Nov. 2- Torii Station Fall Festival
- **SAC Training**
    - Completed training. Discussed ODAC, SAC goals, SAC policies, the addressing of certain topics, SAC successes, voting members, guidelines, role/responsibilities, member to student ratios, terms, EOY reports, and Robert's Rules of Order.
    - Discussed how members or parents can request topics to be talked about during future meetings by contacting Annalisa Knupp or Principal Kwiatek.
- **Elections/Nominations:**
    - Ms. Thomas was elected as Vice-Chair by a unanimous vote. Ran out of chairs the previous school year, this is her second year seeking to participate on the SAC.
    - Ashley McNabb returning as a parent rep? Mrs. Knupp will follow up.
    - Amanda Ward returning for a second term as Secretary- School Representative

- **Open Agenda:**
    - Discussed ODAC meeting included “PET Project” – Crosswalk Issue – Traffic Safety and Management Board meets every 6 months, still in the works of pushing this.
    - Student presented; he suggested getting more playground equipment because of how many students we have playing at once. Principal Kwiatek plans on organizing a meeting between Luke, an older student, himself, Dr. Williams, Coach Blythe, and Ms. Marion to look at a list and order from. Luke was “coined’ with a golden coin for our new book vending machine by Dr. Williams for presenting. At the next SAC meeting, we will have Luke present what was ordered.
    - Master Sargeant Habiba Abida was introduced as the head of the discipline committee; the focus is to get a balanced demographic to be on the committee.
    - Ms. Thomas mentioned the grass cutting issue as being a safety issue to the students, because this attracts bees, rodents, and possibly snakes. We were advised by a parent rep to continuously put in work orders that include the keyword “safety”. We will research the frequency of the grass cutting to include how often and if there is a height regulation.
    - Mrs. Knupp brought up the grass issue by the flagpole, this is not considered part of the school grounds so they will not cut it. Principal Kwiatek will reach out to Mr. Hunt to see if the Garden Club can handle this. Maybe we add cute student personalized rocks or a friendship bench.
    - Concerns about parents jaywalking instead of using the crosswalks. Principal Kwiatek will look into creating a parent-volunteer program for morning safety patrol. This will possibly include PMO training for adults, weeklong google sign-up sheets made by Scott Davis, etc. Principal will look into this and report back to SAC Chair.
- **Action Points:**
    - Ordering more playground equipment (balls, jump ropes etc.)
    - Research grass cutting frequency and consistently put in work orders
    - Getting someone to clean up flagpole area.

    - Parent-Volunteer Safety Program
- **Next Meeting:**
    - **ODAC:** Oct. 2- 1730 @ DSO
    - **SAC:** TBD