



School Advisory Committee (SAC) Minutes
Ankara EHS – Tuesday November 18, 2025



SAC Elected Members in Attendance: Sharla Lange (SAC Chair);xxx (SAC Vice-Chair); Ms. Eli Badman (Teacher Representative) Maureen Chezulu (Teacher Representative); Nahyun Lee (Student Representative)

Other Attendees: Dr. Marian Leverette (AEHS Principal); xxx (AEHS Assistant Principal); Mr. Rebel Houston (AEHS School Counselor)

| Time | Agenda Topic | Presenter(s) |
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| 3:23 – 3:25 PM | <p>Welcome & Call the Meeting to Order *Everyone introduces themselves to the group. *Please ensure the SAC notetaker collects the names of all attending, including virtual participants. Ms. Badman note taking. No one attended virtually.</p> | Dr Leverette |
| 3:25 - 3:57pm | <p>Today’s meeting fulfills the annual SAC training. Training included: Dr Leverette showed a video of a meeting “gone wrong”. Slides were provided to the members. The learning outcomes were shared with the group. The SAC policy guidance was distributed and discussed. Dodea Administrative Instruction 1358.01 and Dept of Defense Instruction 1342.15 Today’s SAC meeting is to fulfill the annual training requirements. The purpose of the SAC . Because we are a unit school, we don’t have two groups we have school and installation in one group. The flowchart of concern entitled “Elevating an Issue”. A parent can go to the SAC committee with school concerns. The topics that SAC addresses was reviewed on slide 7. SAC is school related not staff or personnel specific. Dr. Leverette shared DoDea SAC successes and discussed the benefits. SAC brought back advisory for AEHS. What makes up SAC? Dr. Leverette reviewed Voting and non-voting members. Attendance is open but only specific people can vote. SAC size guidelines and member roles and responsibilities were reviewed with all in attendance. SAC officers, elections and election process was reviewed for positions. The procedures for Operations were reviewed. Procedures, bylaws (to be provided - May 2023), subcommittees, community engagement, determining goals and objectives, end of year report. Ms. Chezulu asked about voting: 3 for a quorum. Minutes will be uploaded to the webpage. Agenda uploaded at</p> | <p>1. Administration</p> <p>2. SLO-Currently Vacant 3. Base Commander-Not available 4. Student Rep-No reports currently 5. SAC Members-No Reports currently.</p> |

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| | <p>least a week in advance. Meetings are quarterly or at least 4 per year. SAC will submit the end of year report prior to July 2025 due date: June 1, 2026. Meetings are required after school hours. Dr. Leverette discussed the possibility of a parliamentarian should the need arise.</p> <p>Within the end of year report SAC must report on goal (needs to be developed for the year), submit prior July 15. End of year report from May 2025 can be reviewed to determine if a continuation of last year's goal is appropriate.</p> <p>Nahyun will meet with student council to determine future needs. Upcoming dates: 2/3/2026, 5/6/2026</p> | |
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| <p>To be reviewed at next meeting (from May 2025)</p> | <p><u>Old Business</u></p> <ol style="list-style-type: none"> 1. Cyber Etiquette Education (All Students) The plan for SY 2025-2026 is for "Tech Time" to be included in the middle school rotation, or elementary specials, and/or Advisory time. 2. Healthy Eating Education Program (All Students) Healthy food choices are addressed in PE classes; Middle/High school students take health/PE, and the nurse collaborates with the PE Department to emphasize healthy eating. 3. Substance Abuse & Tobacco Prevention Education (Middle & High School Students) Drug Abuse Prevention is addressed in the health curriculum in all grades; It was suggested to recognize DARE (Drug Abuse Resistance Education) possibly by a local DEA Agent. 4. Grade 6 Lunch Plan Discussion Student Council met with the Base Commander 2 years ago to establish Commissary privileges for students; Student Council needs to meet with students and stakeholders to discuss the issue of disrespect toward Commissary employees, litter (leaving unfinished drinks at the store or in lockers), and poor food choices and possible options. It is possible that the current Commissary Manager has not been informed about having a special section of healthy food choices; and our New Base commander will need to weigh in on the lunch policy. <p>Were previous issues addressed: Clarification for Water Issues Incirlik AFB conducted a second round of Water Sampling. The elementary side of the building were found metal free. Traces of heavy metals were found in room 33 (science room); these water sources are not potable drinking water; pipes are scheduled to be replaced.</p> | <p>SAC Members</p> |

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| | <p>Facility repairs this summer—sewer work will be conducted on both sides of the Information Center; resurfacing the K playground; HVAC system to be replaced in the gym; basketball hoops will be electrical rather than cranked; recently, a new dishwasher was replaced in the school cafeteria kitchen due to an emergency equipment failure.</p> | |
| <p>3:48-3:55 PM</p> | <p>Open Forum - Online SAC Feedback Form Review</p> <p>End of the year SAC Report is due on or before June 1, 2026</p> <p>Next meeting 2/3/2026.</p> | <p>SAC Members</p> |
| <p>3:55-3:57 PM</p> | <p>Acknowledgements/Thank You/Adjourn Meeting</p> <ul style="list-style-type: none"> Minutes will be voted for approval & posted within 2 weeks of this meeting date | <p>Dr. Leverette</p> <p>Adjournment at 3:57 PM</p> |
| <p>Resources Needed:</p> | <p>Resources needed for the meeting:</p> <ol style="list-style-type: none"> Virtual Link - https://meet.google.com/ijf-zafq-vyz | |