Poole Elementary School
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[Poole Elementary School] SAC
Meeting Minutes
October 29, 2025/ 1:00-2:00pm/Poole Admin Conference Room

Meeting called to order: [1:00 PM]

SAC Members in Attendance: Mrs. Robin Wilson, Ms. Lindsay Oliver, Ms. Gladys Blount

Other Attendees:

1. Welcome/Congratulations/Meeting Norms

2. Official vote SAC Chairperson = Ms. Oliver; SAC Co-Chairperson/SAC Secretary = Ms. Wilson. Per Article IV Section 5: It is preferred that SAC Chair be a parent representative who is not a DoDEA Employee. Subsequently, the board members have agreed that the final positions will be as such: Ms. Wilson (SAC Chairperson) and Ms. Oliver (SAC Vice-Chairperson/SAC Secretary)

3. Reports:
   - SAC Chair:
   - **Principal/AP presented SAC Americas Landing Page Print due to access issues plus 25-26 Americas/Guam School Advisory Committee Job Aide Checklist: and 25-26 School Year Fort Bragg Calendar dated June 27, 2025**
   - SLO/Installation Commander:
   - Other:

4. **Old Business: None due to new board initial closed meeting**
   - New board

5. New Business:
   - Topic 1 developed the SAC Meeting Schedule for SY 25-26 (see attached titled SAC Meeting Schedule sub-heading Dates and Closed or Open Meeting)
   - Topic 2 we include closed meetings to prepare and open meetings
   - Topic 3 set the annual report completion/submission date
   - Topic 4: IAC representative we need two people and those will be Ms. Oliver (SAC Chair) and Ms. Wilson (SAC Co-Chair/Secretary)

6. Open Forum: We noticed that not all SAC Board member could access all features of the SAC Landing Page to include SAC Resource attachments listed in the JOB aide and SAC Landing Page
   - Topic 1 – lack of members
   - Topic 2 – we need more participants/participation to be effective

- Topic 3 – we reserved the right to make any corrective actions and/or adjustments per future reviews by the SAC board and participants

7. Closing
    a. Next Meeting close meeting is scheduled for November 3, 2025 and continued on November 4, 2025 from 2:35-3:25pm

Meeting Adjourned: [2:00pm]

Next Meeting: Scheduled for November 3, 2025 and option for November 4, 2025 @ 2:30pm

Submitted by: [name of SAC secretary/recorder]