

**MEMORANDUM:** Installation Commander, SLO, School Principals, USFK J1, District Superintendent, DoDEA Pacific Area Director

**SUBJECT:** Annual IAC Report for USAG Humphreys Schools (West Elementary, Central Elementary, Middle and High) School Year 2023-2024

**FROM:** Carolyn Pickering, IAC Chairperson

**DATE:** June 7, 2024

**1. The Humphreys IAC met four times during the school year (November 8, February 7, April 11, and May 30) IAC voting members included:**

**Parent Representatives**

Carolyn Pickering (Chairperson)  
Juliana Wish (Vice Chairperson)  
Molly Hayden  
John Reynolds

**High School Student Representative**

Beau Carson

**Professional School Staff Reps**

Shelley West  
Courtney Burks  
Matt Binfield  
Sonia Siakisini

**2. The highlights and major accomplishments of the IAC this year include:**

- a. **Amended and Voted on the IAC Bylaws per the DoDI 1342.15:** Although the DoDEA AI 1358.01 continues to conflict with DoDI 1342.15 when explaining how IACs operate, the SY 2023-2024 IAC operated under the DoDI 1342.15 and as such updated the Bylaws. This allowed elected parents, teachers and students to continue to set agendas and run IAC meetings. The voting IAC members of parents, teachers and students decided topics to advise the Garrison Commander about. Currently, the DoDEA AI 1342.15 takes away the ability for stakeholders to advise and gives this to the District Superintendent. Per DoDEA's AI, the superintendent has the authority to set the IAC agenda and decide who voting committee members should be. In DoDEA's AI, voting membership excludes teachers and leaves only 3 parents and 1 student out of a potential voting membership of 11 people. With DoDEA updating the DoDEA AI 1358.01, there needs to be extra attention given to the IAC to ensure the structure of the IAC remains true to DoDI 1342.15.
- b. **Strengthened the IAC processes, partnership, and community accessibility:**
  - **The IAC established Working Meetings a week prior to the IAC Meetings to discuss and preview the upcoming agenda and formal recommendations.** *It is advisable to continue this practice.*
  - **The IAC Chair and Co-Chair provided an email IAC Meeting Overview to Humphreys Schools' Admin prior to the IAC meeting (after the IAC Working Meeting)** so that they would be able to know what was being brought up for a vote and have the agenda and proposals ahead of time. *It is advisable to continue this practice.*
  - **A QR Code was promoted to increase Community Access to quarterly meeting documents (agendas, recommendations, supporting documents, etc.).** The QR Code was included on IAC Facebook advertisements and throughout the IAC presentation slides. This provides for greater access to documents and promotes transparency. *It is advisable to continue this practice.*
- c. **Formal proposals were presented on the following topics:**
  - **School Resource Officer ■ 04.11.2024 Final Version SRO Formal Recommendation.pdf** This included two recommendations. This topic continues to be an inquiry during the Open Forum at the Dependents Education Council. Having DoDEA HQ provide the vision for an SRO Program would enable Installation Command follow-up with a clear understanding of the best way forward. [DEC Summary January 2024 \(page 22\)](#) *Before concluding his remarks, Mr. Robert Brady was asked to discuss the status of School Resource Officers. He answered that an independent study was conducted to determine the requirements for School Resource Officers, and that a policy is currently under review by the General Counsel. He added once that is completed, a memorandum will be released, signed by the Under Secretary of Defense for Intelligence and Security, directing **Phase One of the three phase School Readiness Officer Program.***

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- **AAFES School Meals Program**  
■ **05.30.2024 Final Version School Meals Program Formal Recommendation.pdf** This included seven recommendations for consideration that the Installation, AAFES, and DoDEA (DSO & Schools) would actively collaborate on to implement solutions that increase communication and information and lessen the disconnect between processes for the military-connected customers regarding the School Meals Program.
- **After School Youth Conduct in Installation Businesses**  
■ **05.30.2024 Final Version After School Youth Conduct Formal Recommendation.pdf** This included six recommendations for consideration for the Installation, AAFES, and DoDEA HMS & HHS to implement that will proactively inform and educate parents about the expectations of after school youth conduct and their role and responsibilities as well as their students.
- **Access to DoDEA Athletic Fields**  
■ **05.30.2024 Final Version Access to DoDEA Athletic Facilities.pdf** This proposal recommends that USAG-Humphreys and DoDEA Pacific West District implement a facility sharing agreement for the combined tennis court / basketball court located on the Humphreys Middle School campus.

*The above IAC Formal proposals will require collaboration and follow-up among community partners. It is recommended that a status update be provided in the November 2024 IAC Meeting.*

**d. The following topics were presented, discussed/researched, and voted to close:**

- **Signage for extended School Zone:** This initiative was carried over from SY 2022-2023. Improvements have been made. Garrison reports that hard signs have been added. The solar power signs can have issues on cloudy days, so additional hard signs were added including the times in which the school zone is in effect. *Closed at the November 2023 IAC Meeting.*  
■ **11.08.2023 Approved IAC Meeting Minutes.pdf**
- **CYS: CDC and SAC update on formal recommendation to change priority level for educators:** This initiative was carried over from SY 2022-2023. CYS is a DoD policy. An Army Family Action Plan (AFAP) was opened to further elevate. *Closed at the November 2023 IAC Meeting.*  
■ **11.08.2023 Approved IAC Meeting Minutes.pdf**
- **Narcan:** Per the Pacific Region Nurse ISS, the limited access to narcotics for most of the Pacific District does not warrant the need for the immediate distribution of Narcan in Camp Humphreys schools. Regardless, the issue has been brought to the attention of the DoDEA HQ Nurse ISS discussions may have been initiated with the DHQ to see if it can be added to the Standing Order list of medications. Installation ambulances are equipped with Narcan. *Closed at the February 2024 IAC Meeting.*  
■ **02.07.2024 Approved IAC Meeting Minutes.pdf**
- **Channel for EFMP Families (ages 5-12):** This initiative was carried over from SY 2022-2023. The concern was that the Installation lacked a forum (like the LICC) for families to voice concerns and advocate for change. EFMP holds quarterly meetings with Installation partners and have agreed to include a Systems Navigator in the meeting to represent a family perspective and provide the JAG numbers for families that have requested assistance on IEP and 504 plans at the quarterly meetings in addition to the reports from the Army Family Web Portal (AFWP). The EFMP Coordinator agreed to implement both requests in the quarterly meetings. *Closed at the April 2024 IAC Meeting.*  
■ **04.11.2024 Approved IAC Meeting Minutes.pdf**
- **AFAP on Special Education Screening during Command Sponsorship process:** This concern was related to the availability of resources for educational needs prior to a family arriving at a duty station. However, there is a process in place and active and ongoing efforts for process improvement. *Closed at the April 2024 IAC Meeting.* ■ **04.11.2024 Approved IAC Meeting Minutes.pdf**
- **School Cameras:** DoDEA HQ has funded Pacific Region Cameras for installation in five mandatory external areas. The timing for the installation is pending. *Closed at the April 2024 IAC Meeting.*  
■ **04.11.2024 Approved IAC Meeting Minutes.pdf**
- **College Readiness Briefing with Installation Partners:** The Installation coordinated an Expo prior to the May Town Hall. Feedback for improvement was solicited for next year. *Closed at the May 2024 IAC Meeting.* ■ **05.30.2024 Approved IAC Meeting Minutes.pdf**

**MEMORANDUM FOR** Installation Commander, SLO, School Principals, USFK J1, District Superintendent, DoDEA Pacific Area Director (*continued, page 3 of 3*)

- **Teacher Appreciation Week:** Installation Command, DSO, HHS, DPW, AAFES, AFN, DeCA, and the USO partnered to deliver another heartfelt Teacher Appreciation Week from May 5-11, 2024. *Closed at the May 2024 IAC Meeting.* ■ **05.30.2024 Approved IAC Meeting Minutes.pdf**

**3. Ongoing Issues/Initiatives include:**

- Teen Drivers Education:** CYS is actively working on a Teen Drivers Education Program (ages 16 and up). Per USFK, permitted teen drivers are able to drive on the installation with a licensed adult driver in the car during the daylight. Teens don't have to be a member of the Teen Center to participate. A USFK driver's permit is not transferable to Stateside driving education or licensing.
- Pathway for Teens to Drive Independently on Post:** Teens on Humphreys that arrive with a US State License are able to drive independently on Post with the USFK license, unlike the Teens who turn 16 OCONUS and cannot drive independently on Post. Teens in Japan (USFJ) are able to earn a license to drive independently on their installations, unlike their USKF peers. Although this is a long shot, research to fully understand the scope (SOFA, regulations, and policies) and possibilities of Teens being able to drive independently on Post is ongoing.

**4. Recommendations for SY 2024-2025:**

- Create a subcommittee to follow up on the following note from the End of Year Report SY 2022-2023:** *"A policy should be set and shared with SACs and IACs explaining how issues are pushed to the J1 and above for discussion at military advisory committees including the PTEC, PAC DEC, and DEC. This will help advisory committee members better understand how to advocate for educational issues within their school communities."*  
■ **IAC End of Year Report 2022-23.pdf**
- Strengthen the IAC processes, partnership, and community accessibility:** Explore ways to partner with DoDEA School Admin to develop a mutually agreed upon process to consistently include IAC Meeting times and dates in Humphreys Schools' Newsletters, advertise quarterly IAC meetings on each schools' respective Facebook Pages, and share approved minutes with their communities.
- Explore the progress that DoDEA has made with the updates to the DoDEA AI 1358.01:** Perhaps the J1 can inquire about an update on the DoDEA AI at the June 2024 and the January 2025 Dependents Education Council (DEC) Meetings. Determine if DoDEA would provide a preview or draft of the planned changes to the DoDEA AI 1358.01 for review and input before it is finalized in partnership with Military Commands and the School Advisory Committees (see 2a). As DoDEA Schools do not have School Boards, continued channels for representation of military-connected stakeholders and teachers are critically important. Currently, the voting IAC members of parents, teachers and students decide the topics to advise the Garrison Commander about. The DoDEA AI 1342.15 takes away the ability for stakeholders to advise and gives this to the District Superintendent giving the perception that DoDEA is advising DoDEA. Per DoDEA's current AI, the superintendent has the authority to set the IAC agenda and decide who the voting committee members should be. In DoDEA's AI, voting membership excludes teachers and leaves only 3 parents and 1 student out of a potential voting membership of 11 people. With DoDEA updating the DoDEA AI 1358.01, there needs to be a concerted effort to partner with Military Commands and the School Advisory Committees for review and input prior to implementing a final version. This is especially important if DoDEA is advocating for the cancellation of the DoDI 1342.15 altogether.

*//signed-ms, 07 June 2024//*

Carolyn Pickering

Humphreys Middle School Parent Rep - IAC Chairperson  
School Year 2023-2024