dodea
PACIFIC
WEST
DEPARTMENT OF DEFENSE EDUCATION ACTIVITY
ANDERSEN MIDDLE SCHOOL
UNIT 14057
APO, AP 96543-4057

School Advisory Committee (SAC) Meeting Minutes

Date: 6 November 2025
Time: 1430–1448
Location: Andersen Middle School Main Office Conference Room
Facilitator: Dr. Shanida Threatts

Attendees:
Dr. Shanida Threatts – Non-voting member
Mr. John McKinney
Ms. Jayne Turnbull
Ms. Nelia Mercado
Ms. Juliana Skrjanc (Present to vote only)
Ms. Nelly Santos

Member not present: Ms. Adina Smith

Meeting Proceedings

1430 – Call to Order
Dr. Threatts opened the meeting with introductions and an overview of the School Advisory Committee (SAC), including its composition and procedural guidelines.

- Reviewed the SAC process to date
- Presented DoDEA Administrative Instruction 1358.01
- Provided detailed instructions for the voting process

1438 – Voting Begins

- Attendees reviewed candidate biographies
- Anonymous ballots were cast and placed in a locked box

1443 – Vote Tabulation

- Votes were tabulated by an impartial third party

1445 – Election Results Announced

- Chairperson: Ms. Jayne Turnbull
- Vice Chairperson: Ms. Nelia Mercado
- Secretary: Vacant (no applicants)
  Dr. Threatts reviewed SAC procedures and clarified distinctions between SAC and the school board

1448 – Meeting Adjourned

Next Steps / Issues Identified

- Schedule the next SAC meeting (date, time, agenda)

- Identify and vote on candidates for the Secretary position
- Develop strategies to advertise meetings and encourage community attendance
- Approve these minutes at the next meeting

Attendees Signatures

Dr. Shanida Threatts

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Date: 2025.11.07 09:11:14 +10'00'

Mr. John McKinney

MCKINNEY.JOHN.F.IV.1076473842
Digitally signed by MCKINNEY.JOHN.F.IV.1076473842
Date: 2025.11.12 14:43:17 +10'00'

Ms. Jayne Turnbull

TURNBULL.JAYNE.ZEIGHN.1184085557
Digitally signed by TURNBULL.JAYNE.ZEIGHN.1184085557
Date: 2025.11.17 15:26:25 +10'00'

Ms. Nelia Mercado

MERCADO.NELIA GRACE.FERNANDEZ.1035134588
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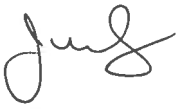
Date: 2025 11 12 14 50 15 +10'00'

Ms. Juliana Skrjanc



Ms. Nelly Santos

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Date: 2025.11.17 13:49:09 +10'00'