

**School Advisory Council Meeting**  
**October 20, 2015, 4:45 PM**  
**Masterman School**

In attendance were:

Jessica Brown  
Xiaoyan Ming  
Solomon Jones  
Charles Hayden  
Andrea Appel  
Nicole Geiger  
Carolyn Gray  
Bernadette Kearney  
Kim Neu  
Ranim Albarkawi  
Alfredo Pratico (please check spelling)  
Tara Hayden  
Louis Borda

Ms. Brown convened the meeting and presided over the meeting

Solomon Jones recorded meeting minutes

**Election for chairperson and secretary**

Ms. Brown reviewed the duties of SAC secretary and chairperson.

Secretary duties: Maintaining current roster of SAC members, keeping minutes, attendance, posting agendas and sharing with all council members. Making phone calls at least 7 days in advance for each meeting or event

Chair duties: Presiding at all meetings plans reports, preparing agenda to the secretary and making sure it's posted. Making phone calls, emails, two semi-annual reports, and submitting information to the office of family engagements. Attaching to the reports SAC meeting minutes. Participating in quarterly meetings. Ensuring all SAC members are knowledgeable and fulfilling their duties.

Andrea Appel submitted her name as chair.  
The nomination was seconded.

Andrea Appel was elected chair.

There was consensus that the duty of taking minutes will be rotated. However, no one volunteered for the secretary position and no secretary was elected.

**Ms. Brown gave the principal update, which included the following information:**

An open House for students and parents interested in attending Masterman took place Oct. 20<sup>th</sup> and the application process has started. The open house included the following:

- A student video of middle school activities
- Student reps from student government answered questions

In addition to the open house, the website was updated, adding middle school curriculum under academic resources, themes and descriptions. This gives people an idea of the academic programming of the school.

We are at the end of magazine drive for the school. The money goes to afterschool clubs and programs.

Fall cleanup day occurred two Saturdays ago. A lot of painting was done. There were 80 volunteers. They worked from 8 am to 4 pm.

There will be a half-day Oct 28 for professional development  
Nov 3rd is Election Day. This is another half day. Ms. Brown will do a robocall about that.

Two classrooms will be renovated to be science labs. The School District is looking at possible rooms. Two of the science rooms will be fully stocked with supplies, a fume hood, etc. New lab tables and working labs will be included. The price tag is approximately \$400,000 for these 2 science classrooms and the money is already in the School District's capital budget. An earmark is already in place.

Alfredo, the student representative, asked a question about items that are sitting in one of the science rooms. He asked if those items could be repurposed or moved. Ms Brown and another teacher said the room could not be used for a classroom, as it is a storage room.

**High school report by student representative Alfredo:**

High school picnic rescheduled to the 28<sup>th</sup>

The high school fair occurred this weekend at the Convention Center. Masterman was not represented.

Starting hoagie sales on a regular basis. This began at the high school picnic. This will be monthly or bi-monthly

Halloween dance is in two Fridays. Still in planning stage

Discussed setting up a breathalyzer for use at dances and other events.

The board and Ms. Alana discussed this, based on what's done in suburban schools.

Ms. Brown said there may be School District policies concerning breathalyzers

Parent asked bake sale question

Bake sales are held by various clubs in the school.

This year Ms. Brown communicated to faculty and students that we don't need to have a bake sale for everything. She said it would be best to first learn why the money is needed and then find out if it can be funded or partially funded. The bake sale sponsor should be communicating to the administration their money needs, because it might be able to be funded without a bake sale.

All bake sales have to have a healthy option.

Charles Hayden asked a question about the breathalyzer

Ms. Brown said school district policy forbids doing a breathalyzer during the school day.

### **Middle school report by student representative**

Students are planning to do Trick or treat for UNICEF Last year \$300 was raised in 3 days through that activity.

Students are currently looking at Halloween door decorating contest. Having student reps talk to classes about that.

Student government representatives are starting to plan the 7<sup>th</sup> and 8<sup>th</sup> grade dance. Hollywood glam as the theme.

Ms. Brown interjected to say there will be a junior seminar teaching mindfulness and stress

### **HSA report - Tara Hayden**

- Nov 4 family dinner night. Good time for parents to come meet kids friends. Also will have programming
- They will have a report on Naviance, the college application process that interfaces with the school.
- Mr. Boback will do conversation on transitioning to Masterman in middle school. Also a session on high school selection process
- Movies for younger kids in the auditorium, and a session on stress.
- Taking HSA out to the communities rather than having them all at the school. Some meetings would take place in the mornings, some in the evenings, and there would be some programming at different sites throughout the city. There has been discussion and concern about HSA becoming a Center City hub of parents. HAS is planning to move the meetings out into neighborhoods three times, Jan., March and May, and have them in locations around the city. The regional meetings are in the early planning stages. HSA will try to choose central locations in each neighborhood.
- The Auction will be held in March 19 or early April after the spring break.

### **Middle States accreditation update**

Students were working on team building. Five classes did a photo scavenger hunt throughout the building. Needed to find different things on the walls.

Nov 24<sup>th</sup> the accreditation visit will take place. Different staff will meet with accreditors. Every seven years the school has to get accredited by this organization.

### **Corporate and Alumni donations and sponsorships**

Ms. Appel talked about increasing corporate and alumni donations and sponsorships. She wants to organize donations. Looking at alumni donations and. Student volunteered to do a video about public schools  
Charles Hayden and Solomon Jones and Mr. Border all volunteered to work on those sponsorships.

Parent talked about instruments being in disrepair and doing a campaign to get them replaced.

Solomon Jones talked about formulating a strategy before beginning fundraising.

Ms. Brown talked about vision planning. We have a facilitator. Ms. Brown talked about having a session Nov. 3<sup>rd</sup>. what parents can represent various areas of the school. Who in the arts or in other areas have been prominent parents. Doing some chalk talk on the 4<sup>th</sup>. What's coming out of that? Continue conversation from the chalk talk that takes place at the family dinner. Getting input from parents on questions asked on the 4<sup>rd</sup>. two more sessions and a survey to reach parents and alumni around vision planning.

Ms. Appel said there are teachers on the list that need to be replaced.  
Charles Hayden cautioned that we should check the by laws before replacing teachers.

Charles Hayden suggested La-Toya Hackney for corporate donations committee.

Solomon Jones asked about adding foundations to the list of corporate and alumni. Foundations were added to the list.

High school student representative Alfredo suggested working toward a new building as part of fundraising.

Tara Hayden and Mr. Boback talked about two previous times new building plans were discussed.

Ms. Brown talked about the charrette that was done. Talked about making improvements to the building. The idea of a new building is not dead. A lot of people worked on creating the sketches and the building.

Charles Hayden asked, "How does the School District currently replace schools?" in light of the discussion about replacing the building.

Ms. Brown says capital budget used to be bigger and has depleted. There are still renovations, but there are fewer brand new buildings going up.

Middle schools student said we should focus on making the daily life better, and then focus on a new building. She also suggested using space in the basement, but the space is a storage space.

**Ms. Brown: The next meeting is Nov. 17<sup>th</sup> at 4:45 pm**