

**Julia R. Masterman School Advisory Council Meeting  
Minutes from April 17, 2018**

**Present:** Jessica Brown (Principal), Michelle Harrison (Vice Principal), Chris Taranta (PFT Building Rep), Carolyn Gray (Teacher), Joanne Donahue (Teacher), Kim Neu (Teacher), Louis Borda (Teacher), Barbara Dallao (HSA Rep, Parent), Alfredo Praticò (HS SGA Delegate), Darlene Leohansson (MS SGA Delegate), Laura Keane (Parent), Marc Meola (SAC Secretary, Parent), Karen Yvette Simmons (Parent), Maria Kim Yuen (SAC Organizer, Parent), Alison McDowell (Parent), Brian Peterson (Parent), Charles Barrett Adams (Parent), Judy Shelton (Parent), Leslie Patterson-Tyler (Parent), Andrea Appel (SAC Facilitator, Parent)

**Guests:** Sierra Street, Paula Conzelman, LeeAnne Fox, Nichole Geiger, Nabeeha Parker, Michal Leventhal, Xi Ming, Elana Solomon, Anita Solis-Cohen, Jessica Waber, Cassie Ehrenberg, Christian Phillips.

**Absent:** Theresa Hannigan (Parent), Rayshawn Johnson Sr. (Parent), Danielle Schuller (Parent),

**1. Roll call** (Marc)

**2. Minutes** - Minutes were approved with corrections.

**3. Election Update** (Maria Kim Yuen and Committee)

The SAC election committee is Judy Shelton, Leslie Patterson-Tyler, and Kim Neu. There was discussion about how to run the election and whether to use the School District's FACE (Office of Family and Community Engagement). There is a concern about the timeline. The election committee will decide how to run the election in line with the timeline and procedures laid out at the April 3 SAC meeting.

**4. Budget** - (Marc)

The budget discussion was revisited briefly, with some remarks on amounts of discretionary funding. A budget subcommittee was proposed to look into these details further. A motion passed 9-2 to form a subcommittee or ad hoc working group on the budget composed of SAC and HSA members. The committee will report back to the SAC. Members expressing interest in this group included Charles Adams and Michal Levanthal.

**5. Teacher vacancies** - (Marc/Principal) timeline and process

Masterman has openings for teachers in Biology, English, and Math.

A search committee will be formed and there are to be parent(s) on the committee, chosen by HSA. The search opens April 25 and ends June 1. The committee will create a series of questions and conduct oral interviews. The next step is a mini lesson with students and then the candidates are ranked. The committee votes on the best candidate; if the committee cannot come to consensus, the principal decides. The committee will meet tomorrow; parent members have not yet been named.

HSA is working on recruiting a parent or parents. It would be a lot for one person to sit on all the meetings. The Diversity Committee has been talking about faculty diversity. Principal Brown stated that she decided that to not have a student on the selection committee. The building committee selects the teachers on the committee. Chris Taranta comments that it is strongly recommended by the teacher union to have one parent throughout the entire process.

Q. Is three vacancies a normal number? More or less.

Q. What are the qualifications? All secondary certifications.

Q. Union also says that the teachers shouldn't change but we have changed.

Comment: - practically, we may need more than one parent.

Q. Why no student?

Q. Where does the "demonstration" part fit in. After the interview the mini lesson is the next step.

**6. Diversity Committee report** (Karen Simmons)

The Diversity Committee has been meeting monthly, 18-28 people have been attending. The committee has received statistics from Dr. Bird. Are black students applying to Masterman middle school and high school? The answer is yes. Number of applicant, gender, race, grades, PSSA minimum yes or no, accepted or not and reason. There is a belief that in order to get students of color there is a need to reduce entrance requirements but this is not true. The diversity committee never asked to have students that don't meet qualifications. It was a lot of work for the parents who attended the additional meetings. Hope for the

May meeting is to give out the mission statement, incident reporting plan, different plans and to see if SAC wants to adopt them as part of the SAC.

Mission and Work Plan – Brian Peterson and Laura Keane, complete, in the Google folder. Work flow grid.

Programming Committee – Diversity Day is coming up – graduation day for Dr. Graves so we don't have a date for that yet. Coming up is implicit bias training for staff.

There will be collaboration with UPenn about black history month. There will be a summer institute for 5th and 6th grade minority students to give tools so they can be successful.

Incident reporting – have a draft in place. Working on a zero tolerance policy about racial slurs and sexual identity slurs. Students like the policy, realize it's a contract, they understand some things will not be public but they want to know that something is being done. Intent matters. Extremely concerned that no one will be looking at the intent. Students say: "I don't necessarily need to know the details I need to know that something is happening."

Faculty recruitment committee. Charles and Nabeeha.

Recruitment and retention of underrepresented students. Laura Keane and Abney. Create a survey for students as to why they chose to stay.

Next meeting will be May 7.

Every context will get investigated and reported. What is different will be the consequences. Always have to look at the circumstances.

Of the kids who are qualified how many accepted. We will be looking at that.

They follow the code of conduct with the students and the staff.

## **7. Security**

Security – issue started at HSA.

A Spring Garden community group is willing to give monetary support for cameras. Identified a grant that would school could apply for. There will be a walk-thru. CDC is still interested is partnering with us for lighting and landscaping. There will be a walk through by Homeland security. How much is the district responsible for everyone's safety, and what can the HSA do for fundraising. More adherence to clearance policy. Recommendation for a committee to deal with security.

Principal Brown: We do adhere to the clearances; there were some ideas for streamlining the process. All schools in the district create a safety plan and have to go through a number of drills, fire, lockdown and shelter in place. The walk through....

We've been put on the list to get cameras all through the interior and exterior. It is a large amount of money to get it for next year. Principal Brown will keep everyone updated. We are on the list for next year. In the meantime we've tightened up a few things around the school. Security line is a little longer because they are wandering. Moving to using the 17th street door as the main door and not the Brandywine door.

Also going to tighten up procedures for after school, locking the doors for after school. Allocating \$15,000 for security guard to stay after school. Have requested for lights for parking lot for a long time, great to hear that there is funding. Safety and security have been on the agenda at cabinet meeting. Will communicate by letter to the community about the changes.

Do all of the classes have secure door locks? No. Recommend door locks before cameras.

After Parkland, there were reports of procedures that re-traumatized students.

The suggestion that a security subcommittee be formed was tabled until next meeting May 8th.

**8. HSA report** – May 10th is the strategic planning meeting. April 28th Saturday cleanup

Auction \$140,000 so far.

**9. Parent Avigail Milder** requested to address the SAC regarding the roof project.

Report – about roof. Concern about art and need for science funding. Two science rooms. Meeting this Friday with an engineer. Rumor mill says greenhouse was destroyed because of leaks but we don't know. It was requested that Avigail Milder should come back in May for the May meeting.

**Adjournment**