

Masterman School Advisory Council

November SAC Meeting Minutes 11.19.19

- **Guest Presentation-Environment & Facilities**
 - **Paul Bonewicz, Assistant Director of Operations, Office of Environmental Management, School District of Philadelphia**
 - **Brian Joseph, Director of Environment, SDP**
 - **Steve Link, Project Manager, SDP**
 - Note: all presenters are relatively new to their positions and have been in their respective roles at most a few months.
 - The SDP's environmental team needs to address routine work, project work & emergencies.
 - Masterman's 6 month building asbestos inspection is due January 2020. The last survey was in June 2019.
 - In addition, an FAC engineer survey will be conducted, this engineer has asbestos training.
 - Every 3 years there is a full scale inspection: completed at Masterman in 2018 and next due 2021.
 - Paint stabilization survey district wide assessment: may be followed up with interim controls and then long-term fixes. The environmental team learned they need staff assistance to gain access to visually inspect walls and remove items that are obstructing view, issues which in the past have hindered a thorough survey.
 - Indoor environmental quality inspection will be done at Masterman within 2 weeks, by early December 2019, and will also address paint flaking. Usually this inspection is done during school hours. After this inspection, the environmental staff will create a dashboard of items to fix.
 - The industrial hygienist on the walk through can consider temporary fixes vs. permanent fixes.
 - Parent communication will be forthcoming on building projects for Masterman.
 - Communication process includes: 1. Inform principal, 2. Inform staff on upcoming inspections, 3. If work to be done then a parent letter will be sent out.
 - Two-way communication is also important, and the environmental team rely on parents & staff reporting: "see something, say something." Alert the building engineer who will alert the FAC. At Masterman, the person to notify is Principal Brown.
 - Masterman attendees brought up the following areas of concern:
 - Basement—chipping paint
 - Gym (PE teacher Mr. Otorola)—leaking roof, chipping paint
 - Consider labeling areas of concern so staff & volunteers know not to disrupt that area.
 - Roof repair is a project slated for this year. Scheduled to be entirely replaced as part of the SDP's Capital Project, however the timeline is uncertain. Active roof leaks will be remediated sooner.
 - Water (report on WHYY)-Concern that water coolers are filled at sinks, and service sinks are not tested for lead. May need to put up signs to remind people not to fill water from bathrooms or service sinks.
 - Ceiling area above stairs on 5th floor fell down last year. It has been repaired. This will be noted as an area of concern on the next inspection.
 - Other work done may cause environmental issues: IT, CCTV work.
 - Question posed on accessibility of emergency escapes from basement.

- Stage curtains have all been replaced at Masterman. The curtains were treated with a fire resistant material at that time. Will need to check material safety data sheet on the fire retardant used.
 - Beautification Day – SDP can sample areas prior to any work being done to verify they are safe. The environmental team needs advance notice to inspect prior to next beautification date & a list of the areas for proposed work. The Beautification Committee could provide this list of possible projects and send to the SDP to get safety sign off.
 - If staff want to put in nails, they should notify the environmental team to find out if it is an area of concern. SDP can put in anchors under controlled circumstances. Bottom line: don't disturb—i.e. nail or drill--painted surfaces.
- **October minutes approved.**
- **Updates from Principal Brown**
 - Report card conferences this week.
 - Sixth grade Thanksgiving Feast next Tuesday 11/26/19
 - Golf middle school champions
 - New family welcome grant--one idea is to support 5th & 6th grade feasts. Need to buy new supplies, i.e. utensils, paper goods, plates, that had to be discarded due to environmental concern in HSA storage closet. One suggestion is to purchase reusable items.
- **Sub-Committees**
 - **Student Health and Wellness** - Anne Pomerantz, chair
 - Met in October.
 - Next meeting Tuesday 11/26/19 at 4:45 in Room 101.
 - **Facilities/Security** - Brian Levant, chair. Principal Brown reported out.
 - Communications a key issue. HSA newsletter may be a forum to convey information.
 - **Teaching and Learning** – Joanne Donahue, chair
 - Need to reconvene: Liza, Sharat, Ms. Gray are interested in participating.
 - **Diversity, Equity and Inclusion** - Principal Brown, chair
 - Professional development around culture & sensitivity in the classroom.
 - Counselors called schools that are in under-represented zip codes to encourage applications, i.e. in North Philadelphia.
 - This year students from all but two zip codes in the City enrolled for the 2019-2020 school year.
 - **Budget & By Laws**—not currently active
 - **Student Government** – Ms. Solomon reported out.
 - High school: doing a Giving Tree, supporting families & communities affected by deportation. International day – possibly Gingerbread House.
- **Meeting adjourned at 6:00.**
- **Next meeting will be on December 17.**