

**JR Masterman SAC
February 2023 Meeting Agenda
February 15, 2023 - 6:00pm**

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1. Welcome- From the Facilitator for February 15, 2023

A. Roll call of SAC members:

<i>Parent Members</i>		<i>Admin & Staff</i>		<i>Community</i>		<i>Students</i>	
Asher Chancey	P	Dr. Payne	P	Marissa Robinson	A	Maya Salzman (HS)	P
Maryelis Santiago	A	Ms. Lennon	A	Mitchell Orenstein	P	Shamah Telhaoui (MS)	A
Ester Roche-Curet	P	Ms. Harrison	A	Carolotta Stafford	P		
Neha Vapiwala	A	Ms. Solomon	P	Lori Galiano	P		
Kristine Ho	P	Ms. Gray	P	Victoria Trower	P		
Marte Smith	A	Ms. Neu	P				
Maggie Li	A	Ms. Geiger	P				
VACANT		Dr. Alberti	A				

Portal notices for SAC meetings were not distributed to families due to a glitch in Parent Portal system. Additionally, a change to calendar invite was sent out to group indicating a change by accident. Due to this a vote was called to determine if the meeting should still go forward or be rescheduled. Asher asked for a motion to move forward with the meeting.

Motion to Pass: Victoria Second: Mitchell Vote: Approved (10-3)

B. Approval of Previous Meeting Minutes

December Minutes:

Motion to Pass: Victoria Second: Dr. Payne Vote: Approved

January Minutes:

Motion to Pass: Victoria Second: Carlotta Vote: Approved

2. New Business

- A. Masterman Mission and Vision Working Group - Designated to Climate and Culture, Second Mondays of the Month, 4pm to 5pm, led by Neha
 - Creating a separate space to discuss the mission and vision of school fully.
 - Due to SACs higher level of functionality from previous year, looking to committee system to do more in depth examination of school community concerns, as to use SAC meeting time effectively.

- SAC is the space where information from the committees can be reported. This structure allows for devoting enough time/examination of different areas outside of monthly SAC general meeting.
- Parental concern: Ensuring that parental voice is fully represented.
- Committee work - minutes will be communicated to admin, full SAC, and HSA.
- Administration is in support of this committee providing input on mission/vision and will prioritize attending but cannot guarantee that an administrator will always be present.

B. Spring Elections

1. FACE Information Session in March "What is SAC?"
 - FACE Liaison Lori Galiano will provide a session to provide families with an in-depth examination of SAC purpose & functions.
2. Elections Open Up in March, Close in April
 - Anyone who has only served one term can run again without a vote of current SAC. A member who has served two terms would require a vote from SAC to run again.
 - Community member can be voted and another assigned
 - Staff/admin handled by school

C. Bylaws Amendment - Move Officers Elections Up from Fall to Spring

- Currently bylaws state that officers are not elected until the fall.
- Proposal to hold elections for the officers to take place before end of school year in order for planning for following school year to take place. This will help ensure there is a August meeting.
 - Vote on this proposal will be held at March SAC meeting.

3. **Reports**

A. Administration Report - Dr. Payne/Ms. Harrison/Ms. Lennon

- Counselor Appreciation Week was last week (2/6-2/10). Other appreciation weeks (ie Nurse, Administrative Assistants, and teachers) will be coming up. Words of appreciation are highly encouraged by administration.
- PSSA test preparation - departments were asked to come up with plans for preparation and provide requests for needed resources.
 - Prep books were provided. These are meant for classroom use and as a supplement, not replace curriculum.
 - Practice tests
 - Reinforce skills based on STAR testing data but in math special emphasis on Statistics & Geometry concepts
- Questions
 - Will the school budget be presented to school community at the SAC?
 - Parent input requested at winter Title I meeting.
 - SAC does not vote on budget.
 - Principal will share budget after it has been submitted.
 - Parental concern: Request for budget to be presented before submission.
 - Dr. Payne will look to possibly hosting a meeting to get community input prior to budget submission.

B. FACE Rep - Lori Galiano

- New mental health app will be available for SDP students (ages 14 & up)

- School received information cards to distribute. Admin will discuss with counseling department before sending cards home.
- Suggested date for "What is a SAC?" March 1st
- Plans to conduct volunteer orientation workshop in the spring.
- C. HSA Report - HSA Executive Board Representative
 - Released the [HSA Report on School Selection report](#)
 - Provided [feedback form](#) to school community - feedback so far has been overwhelmingly positive
 - Spoke to School Board President Streater & Superintendent Watlington about the report
 - Followed by meeting with Assistant Superintendent Domers to speak about both the report and concerns related to the school
 - Superintendent seemed to receive feedback positively and voiced commitment to examining the school selection process.
 - Planning to meet with school administration to discuss further steps
 - Parental concern: Report, especially because it was shared with board and superintendent, should have been shared first with school community especially to get
 - Goal to spend \$210,000 this year.
 - Fundraising going well but spending not on track.
 - Focus on accelerating building projects
- D. Alumni Report
 - No report
- E. Student Rep Reports
 1. Maya Salzman - Presentation on Student Wellness Survey Results
 - International Day went very well. The day included performances, food, and
 - Canned food drive underway. Collected over 150 pieces; expecting to collect another 200 items by end of month.
 - Junior/Senior Basketball game Friday 2/17
 - Talent show: March 10th; Tryouts Feb 22nd
 - Presented to students about respectful use of period products available in the bathrooms
 - Student Wellness survey
 - 97% completion rate
 - Student government met to analyze and discuss data provided by admin
 - Presentation on results of survey - *Slidedeck will be provided at a later time to allow for updates that include accurate representation of data.*
 - Admin provided the survey in raw numbers and not percentages. Admin will provide percentages in the future to help provide more context to those looking at data.
 - Student government will present this information to the student body
 - Student government considering creating a short survey to get student input on options for discussion survey results
 - SGA recommendations to address concerns raised in survey:
 - Implementation of Middle States program
 - Improving current Peer Counseling program by moving away from structured lessons to small group safe discussions format driven by middle school concerns
 - Suggestion for program to provide outline of lessons to teachers at beginning of the year to get teacher buy-in
 - Middle school club fair and publicizing of clubs

2. Middle School representative - Shamah Telhaoui
 - No report

F. Committee Reports

1. Diversity Equity and Inclusion -
 - Variety of Black History of Month events are occurring throughout the school in February.
 - Speak Up event will be on March 9th.
 - Goals:
 - Increase transparency around issues that students are reluctant to share
 - Create space for safe discussions
 - Build community
 - Topics:
 - Visibility, communication and transparency around school policies
 - Lack of community
 - Homophobia
 - School selection process
 - March calendar currently under construction
2. Health and Wellness -
 - No report.
3. Teaching and Learning -
 - Currently want to examine more deeply two questions: Are our teachers teaching? Are our students learning?
 - Proposing to bring students into the committee to get their feedback
 - Two sessions will be held next month to include student voice.
4. Climate and Culture -
 - No report.
5. Safety and Facilities-
 - No report.
6. Ad Hoc Committee for High School Admissions
 - No report.

5. Questions - Topics for Discussion

- *Regarding Teaching & Learning committee report:* How do we measure whether teachers are teaching and our students are learning? What are the KPIs to measure or assess those performances?
- Discussion of HSA School Selection Report
 - Next HSA meeting is March 7th
 - Feedback is encouraged using form.

6. Questions or Comments for SAC?

Email us at jrmastermansac@gmail.com

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Motion to adjourn meeting at 7:32pm

Motion to Pass: Victoria

Second: Carlotta

Vote: Approved