

**JR Masterman SAC
May 2023 Meeting Minutes
May 17, 2023 - 6:00pm**

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1. Welcome- From the Facilitator for MAY 17, 2023

A. Roll call of SAC members:

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

B. Approval of Previous Meeting Minutes

Motion to Pass: Victoria Trower Second: Elana Solomon Vote: Pass

2. Old Business

A. **Bell Schedule will be moving forward for 2023-24**

- Special Meeting Results
 - Lennon & Ester led two meetings to discuss the schedule changes with families. Families had the opportunity to share concerns and offer suggestions to address the concerns.
 - [Jamboard](#) from the meetings
 - May 1st meeting recorded is posted
 - Request for meeting recording for May 15th meeting to be posted on SAC website. AP Lennon will post after consulting with Ms. Neu.
- SDP/Admin holding community meetings
 - SDP staff will be hosting community meetings for additional dialogue around schedule changes.
 - **Middle School meeting 6/6**
 - **High School Meeting 6/7**

AP Lennon asked for a motion to accept the discussion of old business. Clarification was made that it is not a vote to approve the bell schedule changes.

Motion to Pass: Elana Solomon Second: Carlotta Stafford Vote: Pass

3. New Business

A. SAC Elections

a. Community Member Voting

i. Ann Farnsworth-Alvear

1. Withdrew nomination to allow Carlotta to hold the position

ii. Carlotta Stafford

1. Elected Community Member

iii. Victoria Trower

1. Selected Community Member by Dr. Payne

b. Congratulations to our new SAC Member

i. New Family SAC members: Anne Dorn, Sam Vitello, Eva Anderson, Lauren Bell, Michael Wang, Aubrey White

ii. Continuing Family SAC members: Marte Smith & Kristine Ho

c. Vote

i. Facilitator

1. Sam Vittiello

Motion: Neha Second: Carlotta Stafford Vote: Pass

ii. Secretary

1. Lauren Bell

Motion: Aubrey White Second: Sam Vitello Vote: Pass

iii. Community Organizer

1. Aubrey White

Motion: Sam Vitello Second: Kim Neu Vote: Pass

d. Vote on first meeting in August

i. Date: TBD

ii. Consideration to move regular meeting to provide gap between HSA and SAC meeting. Discussion to be brought to HSA to develop a cadence with parent meetings to possible take place every two weeks.

iii. Teachers return Tuesday August 29th; Suggestion to hold first meeting that week

iv. Officers will meet AP Lennon in the coming weeks to discuss meeting schedule and SAC expectations.

e. SAC Organization

i. Membership Imbalance

1. Victoria Trower lifted the concern that the parent representation is not the majority (8 parent members, 5 teacher members, 2 student members, 2 community members plus school administration). She recommended the bylaws to be changed for there to be 3 staff members.

2. Ester shared the [SAC FAQ](#) indicates that the family group does not have to be 51%. Victoria will be sharing additional guidance to SAC.

3. Sam asks that the new SAC members have the opportunity to familiarize themselves with policy and bylaws before making any changes.

4. Ms. Solomon noted that there was no staff elections but Ms. Neu mentioned that these are typically not necessary

4. Reports

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

- A lot of upcoming trips coming up that require parent chaperones.

- Phillies trip is Wednesday May 24th and will require many chaperones as 2/3rds of school is attending

- Masterman summer bridge program - second week of August for all incoming students approximately 350 students in grades 5-10th and 8th grade Masterman students continuing to the Masterman High School
- Chat & Chew was a great success about 200 families of the 300 new students attended
- Masterman will be a summer school site for SDP
- Seats have been filled for coming year and waiting list is closed.

B. FACE -

- Victoria participated in an internal SDP focus group arounds admissions process and shared the concerns that have been raised by the Ad hoc committee and SAC.
 - AP Lennon
 - SDP has a committee advising on admissions process, focus groups around admissions, and external audit examining admissions process
 - SDP plans to start making announcements regarding restructuring of admissions process at end of May and at June board meeting
- FACT workshop on May 18th at 10am & 6pm on Zoom about Summer Oportunities for youth.

C. HSA Report -

- Slate for new executive board was announced; it was not contested so the slate has passed.
 - **ADD Roles and names**

D. Alumni Report

- No report

E. Student Rep Reports

1. **High School - Kaddy Ren**
 2. **Middle School - Isabella Silverman**
-

F. Committee Reports

1. **Diversity Equity and Inclusion -**
 - No report
2. **Health and Wellness -**
 - Looking to conduct a survey of students through Mental health club possibly in the fall
 - Currently school
 - 70% of teachers (in a survey) want final exams. Teachers feel that the
 - Mid term/final counts as two assessment grades but could not drop the students grade significantly
 - Finals are spread out to have some breaks
3. **Teaching and Learning - Kim Neu**
 - The May meeting was used for the special bell schedule meetings. May 1st meeting recording is posted. The May 15th meeting will be posted soon.
 - STEM Center opportunities being discussed
4. **Climate and Culture**

- No report
- 5. **Safety and Facilities-**
 - Safety flyer was translated into Spanish and French. Not posted yet on website.
 - Roof
 - Side of roof is closed as ordered by fire marshal with a chain lock
 - All areas of the roof must be enclosed in order to be open
 - Past fencing was vertical with the top curving out so that no one could climb over. [Link or pictures](#)
 - Admin is in contact with HSA about planning around getting necessary work done
 - There is conversation about SDP being responsible for the cost of completing this project
 - This committee should make this a priority for next school year.
- 6. **Ad Hoc Committee for High School Admissions**
 - AP Lennon will provide list of 8th grade student selections for highschools in June. Waiting for waiting lists to be

5. **Questions - Topics for Discussion**

6. **Questions or Comments for SAC?**

Meeting closed at 7:26pm

Motion: AP Lennon

Second: Elana Solomon

Vote: Pass

Email us at jrmastermansac@gmail.com

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