

# Minutes for September 6, 2023

[April 2023 Masterman SAC Minutes](#)

**Roll: Zoom participants 110 / Roll sheet 70 participants**

**Facilitator - Roll call of SAC members:**

| <b>Parent Members</b> |   | <b>Admin &amp; Staff</b> |   | <b>Community</b>   |   | <b>Students</b>         |   |
|-----------------------|---|--------------------------|---|--------------------|---|-------------------------|---|
| Sam Vitiello (F)      | P | Dr. Payne                |   | Carolotta Stafford | P | Candelaria Beatty(HS)   | P |
| Lauren Bell (S)       | P | Ms. Harrison             | P | Victoria Trower    | A | Isabella Silverman (MS) | X |
| Aubrey White (O)      | P | Ms. Lennon               | P |                    |   |                         |   |
| Michael Wang          | P | Ms. Solomon              | P |                    |   |                         |   |
| Kristine Ho           | P | Ms. Gray                 | P |                    |   |                         |   |
| Anne Dorn             | P | Ms. Neu                  | A |                    |   |                         |   |
| Marte Smith           | A | Ms. Geiger               | P |                    |   |                         |   |
| Eva Anderson          | P | Dr. Alberti              | P |                    |   |                         |   |

**Sharing of Agenda- [September 6 SAC Meeting Agenda](#)**

- 1. Introductions of all SAC members:**
- 2. Approval of Previous Minutes - [May 2023 SAC meeting Minutes](#)**

Motion to Pass: Jennifer Lennon      Second: Elana Solomon      Vote: Approved

### 3. Rules and Norms

**Welcome Slide Link: [SAC Intro and Norms](#)**

- Review of purpose of SAC, goals and rules of engagement and norms.
- Review of what SAC has done through Sept 6, 2023.

### 4. Update from Principal Dr Jeannine Payne

Introduction of Admin Team

- Masterman has been designated as sufficiently cooled in instructional spaces.
- We are not on the list of schools or engaged in the early dismissals that are happening this week.
- We have had a new school schedule introduced and the details of the schedule as well as the explanations were sent in the opening newsletter.
- Students have not been engaging in that schedule for the first two days of school. They have been going to advisory first.
- We've engaged in social emotional learning and community building activities for the school, all in an effort to underline our priority areas for the School of belonging and wellness.
- If we know each other better, we can support each other better and we can perform better. That is our goal and we're laying the foundation for that.
- Staffing update. In addition to the new teachers that were all introduced in the newsletter, we still are addressing two vacancies in the school - one is in the 5th grade and one in 6th grade.
- Currently we do have guest teachers. Those positions were actually solidified before school started. We reached out to our designee at ESS- Educational Substitute Services. We have a liaison there, and in anticipation of not possibly being able to fill the vacancies, which we weren't able to, we worked with him to identify individuals that would be able to be there and support us in the beginning of school.
- Since then we have also engaged in continued interviews. There are members of the site selection team on the meeting tonight. This process began in April. It continued through the summer and it continues through today as I arrived home

with just two minutes to get online because we were still interviewing today. We are working with our network and district support to identify and hire and onboard teachers as soon as we can.

### **3a. Proposal to Addition of a new Ad Hoc SAC Bylaws committee - bylaws are up for review this year-**

Motion to Pass: Elana Solomon    Second: Nicole Geiger    Vote: Approved  
Will be chaired by Ms. Solomon, Ms. Geiger and Mike Wang.

### **3b. Proposal to Addition of a new Ad Hoc committee to address Bell Schedule -**

Motion to Pass: Elana Solomon    Second: Eva Anderson    Vote: Approved

Recording an opposition from Ms. Lennon:

Ms: Lennon - I don't know if I can, but I oppose. I have multiple reasons why, but, because I wanna understand more about the function of the ad hoc committee and what they're doing because this schedule is only gonna be in place, this is not a permanent schedule and it would be only in place for this school year. What was agreed upon with, you know, the community members was at the end of every quarter that we would host the town hall, send a survey out, review it, um, and then share the information from it. So if the ad hoc committee wants to kind of, I think that would be great if they would host that. But it would be after every quarter, it would be four actual meetings, well, really three and a half because, um, because the fourth was the end of the year.

SAC Ad Hoc Bell Schedule Committee chaired by Ester Roche-Curent, Ms. Solomon, Davis Neale and Ms. Gray will work with Ms. Lennon and get the review and feedback and host the quarterly townhalls.

### **5. High School Update-Candelaria Beatty,**

- **SGA exec board** -Candelaria Beatty, President, Kaddy Ren, Vice President, Nabilah Chowdhury, Treasurer, Marisa Maisano, Events Chair
- **Planning a few upcoming events** - beginning of year picnic at a nearby park, SGA to present at freshman assembly to familiarize freshmen about what S G A does.
- **Clubs** - Addressing a major issue on how to schedule clubs. A concern that was brought to us by our peers that the new AB schedule makes it much harder. We have posted on Google Classrooms a sort of an unofficial spreadsheet for students, who are club leaders, to unofficially choose a day for their clubs to meet, so people can start planning. Mastermen high schoolers are involved in several activities, this way they can start thinking about what they want to participate in and how they can make that work with the new schedule.
- **Advocacy regarding schedule change:** SGA thanks administration members, HSA and SAC members who have supported us with advocating for our student concerns during the process of the schedule change and when we chose to speak at the monthly school board action meeting in August. We were heard and listened to. Thank you.
- **Dress code:** SGA met with admin several weeks ago and we were sort of able to weigh in on the discussion of the purpose behind it, because this was also a discussion that happened last year, but didn't end up being fully implemented until this year. We felt that we were able to represent students' concerns with that. I think there are still some questions and some information to be put out to teachers and students. It's been a busy few days and it's been very hot. So I think the dress code has been a little lax and not as much of a priority for these first few days as everybody is just trying to stay cool right now.

### **6. Middle School Update-Isabella Silverman**

MS SGA is not operational yet.

#### **7. Committee Introductions:**

- a. Diversity, Equity and Inclusion- Co-Chairs: Carolyn Gray and Lauren Bell
- b. Teaching and Learning - Co-Chairs: Kim Neu and Sam Vitiello
- c. Health and Wellness:- Co-Chairs: Carolotta Stafford and Eva Anderson
- d. Climate and Culture:Co-Chairs: Aubrey White, Michael Wang
- e. Safety and Facilities:- Co-Chairs: Joe Alberti, Marte Smith and Kristine Ho
- f. AD HOC HS Admissions Committee:-Chair: Anne Dorn and Jen Lennon
- g. AD HOC Bylaws Review:-Co-Chairs: Elana Solomon, Nicole Geiger and Mike Wang
- h. AD HOC- Bell Schedule Review- Co-Chairs: Ester Roche-Curet, Elana Solomon, David Neale and Ms. Gray.

### **8. FACE Update- Michelle "Mimi" Gravley**

Intro

## 9. Home and School Update- Anne Albert HSA President

- HSA has been busy trying to kick off all of our activities to bring people together and support the school in 1,000,001 ways.
- HSA newsletter that goes out every week has started going out. Subscribe to access it in your email every week.
- Upcoming events for this month -
- Waiting for confirmation of a date on back to school night so HSA can have a table.
- Zoom based welcome evening for New Families where there can be an informal Q and A and where we'll have representatives of HSA, some students and staff to help orient new families.
- Planning a community workday -facilities chair, Jen McNeil, has partnered with Villanova University to clean and beautify and do work operations at the school on Saturday, September 30th
- Annual Membership: kicking off our annual membership drive right now, membership interface has just gone up. There's a fundraising goal there, but our main goal is really to connect with every family at Mastermind and to have people become members at any donation level that suits their needs and joining the HSA.

10. **Old Business-** tabled until current SAC can review minutes from last year and identify old business - in the Oct and Nov meetings.

11. **New Business- Please limit your comments to 2 minutes. They will also be recorded and shared with the proper committees**

- **Denise Fennell Celebration of Life- September 22 at 5:00 PM on the roof.**  
20 faculty members are organizing a roof top event and scholarship in her honor at our graduation. There will be a raffle of Denise Fennell themed baskets. She loved her baskets  
If anyone has ideas please share [kkelter@philasd.org](mailto:kkelter@philasd.org)
- **New Family Orientation -** Date TBD
- **Back to School Night- September 21, 6:00-8:00**
- **Teacher Vacancies -**

Updates on teacher placement, hiring updates and sub teacher updates will come directly from school administration and not the Teaching and Learning committee as directed by Ms. Lennon via a portal notification. The committee is the place where parents can voice their concerns about the lack of teachers in the classroom but has no information on hiring updates.

Ms. Lennon's detailed update on teacher vacancies and next steps:

I wanted to make sure everyone I had a clear statement for fifth and sixth grade families. And again, that communication was only sent to fifth and sixth grade families. So, just wanna be clear, the whole school did not get that email.

We're actively interviewing. We have Ms. Shapiro and Ms. Ballew supporting, they are former 6th grade teachers and are more in a leadership role now and supporting the subs. We have someone in the 6h grade until Oct 22, we need to confirm support for next month and Mr. St. Claire locked in for 5th grade for first 5 days and ESS confirmed a long term sub for 5th grade until January 8th. We need to review that in the future. Hopefully, we can hire someone from the interviews.

\*\* 5th grade vacancy about if that should be for all subjects because the roster is showing, n/a for many teachers.

Lennon: So 5-1 and 5-2 - %2 technically does not have a teacher. And five one for the subject of math, science and social studies because that teacher will be co-teaching with Ms. Gray in 5-1. Those two sections do not have a math, science and social studies teacher.

For 6-3 and 6-4 Those 2 sections do have an English, and Social Studies teacher. Those are the specifics of the contents they are missing

\*\*\* If Infinite Campus says TBD for teachers it should be sorted up by next week. You shouldn't show TBD for teachers.

Fill out the student information packet to get on infinite campus.

Ms. Geiger: Myself, Ms. Shapiro, Ms. Ballew and Ms. Stephens are supporting the students.

Dr. Payne's clarification how hiring teachers after the school year starts is different from doing it earlier: Can I just mention, we've had sessions where we talked about, staffing and hiring and I've seen questions kind of popcorn. I just wanna make this

statement. Yes, we have a site selection team. Yes. That was a collection of individuals who came together during a portion of the school year to interview and to put forth recommendations for hire for our staff. Because we are actually in a new school year, we have the, I hate to use the word opportunity because it's not like, we don't want to work with those individuals, but we can streamline the process to still, we have three individuals interviewing candidates. Now, typically because we are a demonstration school, there are criteria, additional criteria, that need to be met in order to be hired at Masterman, three years of school service, demonstration certification. But because of the time of the school year that we are in, individuals can be hired without those two additional credentials. But they are special assignment, so they cannot be put into a full appointment as a regular mastermind staff member until all of those, if the opportunity presents itself. And all of those qualifications are met. But the district understands and not just for Masterman. This goes for other schools where an emergency certified teacher can be hired.

- **Roof Access for Recess -**

Ms. Lennon clarification on context and issues related to roof access last year: Just to frame it a little bit for new families, families the roof marshals had came out and did an assessment of our roof and found that a part of our roof, potentially could have been hazardous. So they shut down the roof and they locked one side of the roof. But we still have access to the basketball court area and that lounge area that's underneath there that can also support the door recess. So that part was done about springtime, I would say May is when, or ends of April, may is when we lost access to the full roof. We did lose it prior to that, prior to April May, we closed down one time, because we didn't have enough climate staff to support. So we did not have the staffing to support, supervision during recess, um, for both sides. So it was closed down a little bit earlier, but I wanna make sure it's clear that one reason is not because of the other one was because of different from staffing. And then the second reason ended up being because of a hazard. Um, and it was deemed to be not safe. I just wanna make sure. Right now we are working there. We're waiting for them to come out. I know Dr. Payne is waiting for a date for them to come of do the reassessment. I know we also met with other community members speaking about that. So again, it's really just the district sending out, their safety marshals to come and they can do a reassessment so we can get it open as soon as possible. We are fully staffed now with climate, so that is good.

**School Communication chat:**

Today a sports update came from our school without any school information. We got a couple of notes from parents saying, when you have multiple kids in multiple school, that gets confusing. So when we send out stuff from Masterman, can we clearly say that it's from Masterman. So there's no confusion with parents getting portal notifications from multiple schools.

- **Status of Arbitration with PFT with regards to the schedule.**

**Dr. Alberti:**

I spoke with the union rep about the contract after the schedule was changed last week. They looked at the number of teachers who are rostered over 180 minutes consecutively, as well as the advisory being at the end of the day; now basically serving as an eighth period essentially. So they're currently reviewing that. I haven't heard anything beyond that yet, and I'm not sure when I will hear about it. If we still have not come to an agreement based on the schedule change, then we need to file a grievance on that issue.

- **SDP School Selection Process Changes**

**When will the percentile chart be released?**

It was released during the meeting.

**How will the resizing of the school to accommodate all qualifying students who wish to continue at Masterman be determined?** Dr. Payne and Mr. Gordon shared that it was unclear what the plan was and Mr. Gordon is in conversation with the district regarding this and will update us. Clarifications on the waitlist process will also be provided once they have it.

- **Extreme Heat Advisory:** covered in Principal update
- **Schedule change update: 7th grade lunch**

**Parent:** “We're just looking for clarity around what does that mean? Will it be structured? Will snacks be provided? Will it be at the same time every day? What happens if um, students forget their snacks or they can't afford snacks? What are the options there? Do teachers have control over it and they can cancel it based on behavior or a test, or is it gonna be very structured? We haven't received that information. My daughter wasn't hungry for the super early lunchtime, which isn't even super early, early lunchtime yet, and she didn't eat all day and she came home starving.”

Dr. Payne provided this information to address the snack issue: “There's that option that the district offers the grab and go breakfast, that we now have that is actually available and has been and continues to be available every morning that does present more of a snack option that quite honestly, even as a breakfast we service less than 25% of our student in breakfast, but the food for breakfast is available. Students can take breakfast that's available when they walk through the door in the morning and then have that, which they are not right now on a regular basis, coming to the building and eating for breakfast and holding that for a snack. Those are the two food options that the district has available in order to supplement feeding during the school day.”

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