

SAC Agenda for May 1, 2024

📄 **March 6 SAC Meeting APPROVED Minutes.pdf**

April 3 SAC meeting Minutes APPROVED.pdf

Roll Sheet Link- Sign In Sheet: [May Roll Sheet](#)

Facilitator - Roll call of SAC members:

Parent Members		Admin & Staff Members		Community Members		Students SGA reps	
Sam Vitiello (F)	P	Dr. Payne	A	Carolotta Stafford	A	Candelaria	P
Lauren Bell (S)	P	Ms. Solomon	P			Beatty(HS) Marissa	
Aubrey White(O)	P	Ms. Gray	P			Maisano	
Michael Wang	P	Ms. Neu	P				
Kristine Ho	A	Ms. Geiger	P			Izzy Siverman (MS)	P
Anne Dorn	P	Dr. Alberti	P			Zoe Soskin	
Marte Smith	A						
Eva Anderson	P						
		Admin Team					
		Ms. Harrison	A				
		Ms. Lennon	P				
		Mr. Gilken	A				

Sharing of Agenda- [☰ May 1 SAC Agenda](#)

To submit a topic to be placed on the agenda next SAC meeting please use: [SAC Input FormP](#)

1. Welcome and Approval of Minutes: [April 3 SAC meeting Minutes APPROVED.pdf](#)

Motion to Pass: Sam Vitiello

Second the Motion: Mike Wang

2. Rules and Norms- SAC - [☑ SAC Purpose / Norms Slide](#)

[Board of Education: Policy 920 regarding SACs](#)

3. SAC Update: Facilitator:

Pre-SAC Meeting (scheduled for Wed, 3/24) AS Gordon was unable to join. SAC officers had the opportunity to review this meeting's agenda with Mr. Gordon on Sunday.

Masterman #4 ranking in US News and World Report: Based on 21-22 school year student performance and demographic data. Congratulations to our current juniors, seniors and the class of '23 and '22 for their outstanding efforts and performance post Covid!

For more information on how rankings are derived: [How U.S. News Calculated the 2024 Best High Schools Rankings](#)

SDP School Experience Survey: is open for family input. Please take the District's School Experience Survey: [SDP School Experience Survey](#). Parent/ Family input is not reported unless we meet the

threshold participation of 10% of 1094 Households according to current data from the office of Research and Evaluation.

SAC Elections Update:

Four 2-year terms opening for parents who will have students attending Masterman next year.

Application deadline was yesterday Tuesday, April 30.

Review of how many applicants.

Timeline of the election:

- May 6 - Ballot shared with Masterman community
- May 15 - Deadline for voting
- June 5 - June SAC meeting to welcome newly elected members

SAC Organizer Aubrey White has been working on SAC family member elections with FACE rep Mimi Gravley and communicating the steps with the Masterman community via HSA newsletter and Portal notification.. We are following the same process as last year. April 31st was the deadline for submitting your name for the ballot. The applications are now closed. We have 5 family members. The applicants are Dr. Tracy Joselyn, Dhivya Kaushik, Stacy Leonard, David Neale, and Marisa Shaaban.

Call for SAC members not returning next year to meet with the Organizer and the FACE rep to verify the vote, May 16th, 9:30am on zoom.

SAC has space for two community members. One is appointed by the principal and then the other community member is selected by SAC members if there is more than one person who is interested in serving in that role as community member. Anyone interested should email the Organizer and the FACE rep.

4. Ms. Nelson: Career Day for MS: Career Day [Volunteer form for Ms. Nelson](#)

4A.Call for volunteers for chaperoning 7th grade trips to On May 30th and 31st, from 9:15AM until 1:30PM,

We need 6-10 chaperones for each day (7-4, 7-5, 7-6 on 5/30 and 7-1, 7-2, 7-3, on 5/31) and we really need parents to help us out with this. Please reach out to Cass Arrington at Carrington@heights.org.

6. Mr. Gordon and Ms. Lennon:

Roster Review: Update of the progress of the roster. And ADMIN UPDATE:

Here is a what has been shared that week regarding rostered specials for MS by grade:

[MS Rostered Specials by grade 24-25 school year](#)

5th/6th and 7th Grades

Music: 2 Periods Art: 2 Periods HE/PE: 2 Periods

Digital Literacy: 1 Period

8th Grade

World Language: 5 Periods Music: 1 Period Art: 1 Period HE/PE: 1 Period

Guidance is coming back to MS.

Language selection form for rising 8th graders has been made accessible to students and they should fill out their preference of Spanish or French. Parents are asked to guide students in this selection. Still missing 40 responses.

A recommendation to take into consideration that PE needs to be rostered to the gym and Health needs to be rostered to a classroom for effective teaching. This year several 8th graders rostered to Health and PE in the first 2 quarters did not receive instruction in health but received grades for health. It would be important to prevent this from happening next year in the roster.

Per the building committee, the schedule/ roster has not been shared with them yet. AS Gordon and Ms. Lennon stated that the process of building the schedule was not completed yet and will be shared when completed.

The deadline for the completion of the schedule is May 25th and AS Gordon isn't too concerned about that as he wants it done right. He assured the community that the schedule was a living breathing document.

New family welcome on June 13th (Parents Mike Wang and Jennafer Howard are assisting)

Interim report cards next week.

Many student activities and trips need parent chaperones. Please volunteer.

Wed. Mar. 13, 6:30 pm: SAC Ad Hoc Bell Schedule Review Committee Meeting. AS Gordon will collect feedback from the committee on the new roster for the 24-25 school year. [Join Zoom meeting](#)

7. High School Update-Candelaria Beatty

Report: [SGA May SAC Update](#)

Dress up week with different themes everyday. Follow Masterman SGA Instagram for pics. AP exams. Week wrapped up with a talent show - first place group was Iona and Gloria, they won with a semi classical Bollywood performance. Assad Mangum won second place with the drum solo. And the winners got gift cards. Upcoming events, Spring Fling on May 17th, this is not an SGA organized event, SGA is going to be planning a student faculty basketball game, which is going to be held sometime in the first week of June. Need chaperones for the end of the year of high school picnic, which is going to be on Wednesday, June 12. It's at Lemon Hill.

8. Middle School Update- Izzy Silverman (Zoe Soskin)

PSSAs for the middle school: apart from eighth grade, 8th grade musical Clue was a great success thanks to Ms. Neu. There were many eighth graders participating. It was completely run by eighth grade students. The middle school track team had their tryouts and earlier this month, yesterday they had their first track meet. This weekend, many middle school and high schoolers will be running the Broad Street Run from students run. May 10, seventh grade dance theme will be an award show. Tickets are \$10 and they're going to be sold at seventh grade lunches, the dances from 5 to 7pm. And it will be held in the gym.

9. Home and School Update- Anne Albert HSA President


Eclipse glasses donated by the HSA to all students was greatly appreciated. Shout out to Sarah Schindler Williams, fundraising chair on the HSA board who worked hard to make the Masterman Auction a great event and a success and the fantastic group of volunteer parents who helped organize the whole event. Thanks to all those in the community who attended. There were 300 attendees. Thanks for the raffle baskets and thanks to all the student volunteers. The HSA raised \$37,000 for the school that will be funneled into the school to support students and teachers. Thanks to the Masterman parent, the owner of the venue. This year there is a limited edition Masterman T-shirt designed by a parent which the students voted on and it will be available for sale next week. Please order your special 2024 T-shirt. Question was raised regarding the seriousness with which the HSA takes the responsibility of parent donations. There was assurance that the HSA takes parent donations very seriously. Senior and 8th grade graduations are coming up and we need volunteers for June 10th and June 11th for the HSA reception at school after the ceremonies. We need parent volunteers to help organize and be available on those days. Please participate in the end of year annual fund raising campaign and if you have any suggestions for future spending reach out to the HSA president and attend the last HSA meeting. Please consider volunteering and taking on roles on the HSA.

10. FACE Update- MiMi Gravley FACE Liaison for our school.

11. Committee Updates & Reports:

- a. **Ad Hoc Bell Schedule Review - Co-Chairs: Ester Roche Curet, Elana Solomon, Carolyn Gray, and David Neale Meeting time:**

Committee Update: Committee met on 4/8 to discuss creative solutions for HS clubs to thrive.

Committee Report:  **Ad Hoc Bell Schedule Review Committee - Clubs - 4/8/2024**

Committee discussed the value of clubs and what they would look like in high school with a split 9th,10th and 11th, 12th lunch. Do we have to split that lunch? Was explored. We brainstormed solutions and prepared a document. We will share it with Mr. Gordon and present it to him as they are building the schedule out.

Reports and Recommendations made by the committee to inform the roster this year:

- 1) **☰ 2024-25 schedule: Committee recommendations with updates from 3/13 and 3/20**s document contains updates that were shared by Mr. Gordon from 3/13 mtg and 3/20 Pre-SAC.
- 2) **☐ Masterman schedule/course offering updates for 24-25** big picture overview of changes for 2024-25

b. Teaching and Learning - Co-Chairs: Kim Neu and Sam Vitiello Meeting time: Second Mondays @ 8-9

Committee Update: Teacher vacancies, AP materials, Site Selection, Lexia, Clubs, Parent Teacher Conferences.

Site Selection:

Several excellent candidates have been offered positions by the site selection committee. We're still looking for a fifth and fifth or sixth grade teacher, and we're still looking for a special education teacher. So if anyone knows of an excellent candidate who might be interested in coming to Masterman, they would have to have three years of experience (certified experience). You can email Ms. Neu.

Lexia:

Concern that the students were having to spend an undue amount of time on this Lexia program. Lexia is supposed to be an intervention tool or that's how it's used in most schools. But at Masterman the choice was made to purchase licenses for every student. Lexia concerns in detail with Mr. Gordon.

High School Clubs:

How important it is for students and how will it work next year given the new roster.

Committee Report: **☰ April 8 SAC Teaching and Learning Notes**

c. Diversity, Equity and Inclusion - Co-Chairs: Carolyn Gray and Lauren Bell Meeting time:

Committee Update:

Committee Report:

d. Health and Wellness - Co-Chairs: Carolotta Stafford and Eva Anderson Meeting time: 2nd Thursdays @ 7-8

Committee Update:

Committee Report: **☰ H&W March 14 Meeting Report**

Will the school be on the list of schools to offer virtual in case of a heat wave.

Cooling of instructional spaces - room 102

Any update on Septa schedule for buses from the district?

e. Climate and Culture - Co-Chairs: Aubrey White, Michael Wang Meeting time: Third Mondays @ 7-8

Committee Update:

Committee Report: **☰ SAC Climate and Culture Committee Meeting Report: April 15, 2024 ...**

Masterman 23-24' Data: **📄 JRM Community Data Meeting.pptx**

Masterman 23-24' Goals: **📄 Masteman's School Goals 23-24SY.xlsx**

Last meeting will focus on relationships first and how discipline is handled at Masterman. Also discussed academic data protocol and what is the process to get updated data with academic testing year round.

- f. **Safety and Facilities** - Co-Chairs: Joe Alberti, Marte Smith & Kristine Ho Meeting time: 2nd Tuesdays @6:30
Committee Update: Mr. Kareema provided an update on facilities in the last meeting.
Committee Report: SAC Facilities - April

Extermination:

Roaches in the building. Ms. Kareema Cross the FAC for Masterman updated the community on the fact that pest control was in the building two weeks ago. A concern regarding chemicals in the building when it was occupied was raised. In the April SAC meeting questions regarding plumbing issues were raised. Ms. Cross also updated the community that repairs were completed in the last 2 weeks by plumbers.

She was still waiting on the update for airconditioning status for room 102.

- g. **AD HOC Bylaws** - Co-Chairs: Elana Solomon, Nichole Geiger, and Michael Wang Meeting time: 3rd Thursdays @ 7-8
Committee Update: Bylaws review is temporarily paused to permit the SAC to focus on the schedule and other priorities. A comprehensive review will commence at the beginning of the next school year.
Committee Report: No report.
- h. **AD HOC HS Admissions** - Co-Chairs: Anne Dorn and Jen Lennon Meeting time: Third Sundays @ 7-8
Committee Update:
Committee Report: April Report: High School Admissions
Analysis of AP pass rates at all the magnet schools in Philadelphia might be of interest to 7th grade families. Next committee meeting May 19, Sunday at 7pm
Information on the new implementation of ranked choice using Avela will be shared too.

11. Old Business:

- 1. **Breakfast is no longer distributed on the first floor.**

Ms. Lennon said she doesn't think it's 100% been addressed, to be honest but will check on it personally and send something back to the community in the Friday update.

Summer Facilities Work update: Status of building availability for Summer Bridge Program. *Mr. Gordon will follow up with Operations.*

- 2. **Scheduling of HS clubs for 24-25:**

3. **Change in early dismissal policy for HS:** Clarification and Portal
4. **Long term admin and student support service absences:** Portal communication and contact information for families on who to contact.

Reminder for administration to send out the contact of the individuals covering for the AP position and the nurse position out to the community so families can communicate with the right person when need arises. Acting AP is Magaret DeNaples and nurse is Jessica Perez. This information will be shared in the Friday update.

New teacher has assumed the position for 5th grade.

Concerns raised regarding juniors taking AP Lit. Ms. Zinni was on the call and provided clarifications on the essay questions.

New Math teacher being onboarded.

5. **The addition of this language in the community handbook:**

A new concern about False allegations and lack of documentation for explicit consequences for lodging false allegations was raised.

This was the new language that was shared with us:

- o *Any student identified as part of an active investigation regarding a school infraction or a violation of the School District of Philadelphia's established Code of Conduct may be prohibited from participating in any scheduled extra-curricular activities until investigation procedures have been completed, which will be considered on a case-by-case basis.*


[Masterman Community Handbook](#) (current language introduced at the start of 23-24)

page 17 under **Athletics, Music & Arts, & Extracurricular Activities.** • *Students, teams or clubs who are part of an active investigation may be prohibited from participating in scheduled activities until investigation procedures are completed.* This was raised by a parent in the Dec SAC meeting. This new language in the student/community handbook removes a student's right to due process. Last year, the baseball team forfeited their season because of an allegation that when investigated cleared them.

Also, according to the student handbook page 1/2 : *“Disclaimer: This document is subject to change. Updates to the Student Handbook will be provided to the students and changes will be made to the online version of the document and will be included in any subsequent printing or publishing of the document.”*

New concern raised that the school would be taking really seriously and this was discussed with Mr. Gordon. This falls under the purview of the office of the assistant superintendent, office of student life and the office of student rights.

School Communications: (Input from synthesis form)

 SAC Input Synthesis, Volume 8 (5/1/24)

Communications Concerns: Responding to emails, folder access in portal comms, clarity of portal communications, website with current info

Previous SAC Synthesis Forms:

[SAC Input Synthesis, Volume 7 \(4/2/24\)](#)

[Volume 6: February: 02/01/24 - 03/05/24](#)

[Volume 5: January: 01/04/24 - 01/30/24](#)

[Volume 4: December: 11/30/23 - 01/03/24](#)

[Volume 3: November: 10/24/23 - 11/29/23](#)

[Volume 2: October: 09/27/23 - 10/24/23](#)

[Volume 1: September: 08/30/23 - 09/27/23](#)

12. New Business:

8th Grade Dance: proposed date of May 24th. Funding and Volunteer availability confirmed to preserve this annual tradition for 8th graders

Keystone exam dates: when will they be announced. Dates were updated on school calendar today.

Some teachers are concerned that they haven't gotten their teaching assignments for next year. 70% of them have.

Mr. Otorola is retiring and Mr. Roach is taking on the AD role and will not be teaching AP Lit next year. This is in addition to his role as Roster Chair.

Concern over if there will be enough certified PE teachers to cover the rostered periods for PE and Health. Concerns regarding if there will be enough staff available to coach various sports for the 3 seasons and discussion over what can we do not to have what happened to sports teams not having adequate coaches this year.