

JRM SAC Agenda for September 4, 2024

[2024 May 1 SAC Meeting Minutes APPROVED.pdf](#)

Roll Sheet Link- Sign In Sheet: [September 4, 2024 Roll Sheet](#)

Facilitator - Roll call of SAC members:

Parent Members		Admin & Staff Members		Community Members		Students SGA reps	
Sam Vitiello (F)	P	Principal Laurie	P	TBD		Kaddy Ren (HS) -	P
Lauren Bell (S)	P	Ms. Solomon	P			Nabilah Chaudary	
Aubrey White (O)	P	Ms. Gray	P			TBD (MS)	
Michael Wang	P	Ms. Neu	P				
Dhivya Kaushik	P	Ms. Geiger	P				
Tracy Joselyn	P	Ms. Smith	P				
Stacy Leonard	P						
David Neale	P	Admin Team					
		Ms. Harrison	P				
		Ms. Lennon	P				
		Ms. DeNaples	X				

Sharing of Agenda-[2024-25 Sept. 4 SAC Meeting Agenda](#)

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

**WELCOME TO PRINCIPAL LAURIE

- [Welcome and Thank you address](#)

INTRODUCTIONS:

Principal Laurie

- Principal Laurie introduced himself. He comes to Masterman with over 20 years of experience in education, most recently from Childs School in South Philadelphia, and stated how excited he is to be here and looking forward to working with all of us.

Newly elected SAC Representative Tracy Joselyn, Dhivya Kaushik, Stacy Leonard, and David Neale

- Hello and thank you
- Welcome to Ms. Chantelle Smith, the newly elected Building Rep
- 8th grade life science and 9th grade biology teacher
- Returning SAC member SGA rep, teachers, parents, and SAC officers.
- Nabilah C. 11th grade vp of SGA;
- Aimee O. 8th grader student

Introductions of teachers on SAC

- Ms Neu
- Ms Solomon
- Ms Gray
- Ms. Geiger

Introductions of Parents on SAC

- Mike Wang
- Aubrey White - Organizer
- Lauren Bell - Secretary

- Sam Vitiello - Facilitator
- Anne Albert - Community Member and HSA President

The three officers with roles were elected by the elected parents and voting members of SAC at the end of last year.

School Administrators:

- Ms. Lennon - Assistant Principal
- Ms. Michelle Harrison - Assistant Principal

Face Liaison:

- Ms. Joy McIntosh - Office of community engagement and will be here to support with family engagement, and volunteer paperwork. Contact her via email if you need to reach her -

Other Introductions:

Facilities Area Manager-Anthony DiCaprio Adicaprio@philasd.org

Special Projects at SDP Operations: Kareema Cross

1. Welcome and Approval of Minutes: -

☰ 2024 - June 5 and June 18 SAC Meeting and SAC officer election meeting minutes for approval

Motion to Pass: Sam Vitiello

Second: Aubrey White

Motion Passed

2. Welcome Slide Link: 🟡 INTRO & Norms Sept 4 2024 SAC meeting

- Lauren Bell(Secretary) went over the presentation.
- Sam finished presentation

3. SAC process/ priorities/updates:

The SAC input form synthesis we prepare will continue and the first one will be ready by the 2nd preSAC meeting. Meanwhile, all input form inquiries have been shared with the principal in a timely way.

Update from SAC members and HSA officers meeting (2 meetings - June 28 and July 1st) with AS Gordon, COO Oz Hill, Deputy COO Theresa Fleming, Food Services Director Lisa Norton, Director of Facilities Jeff Scott, SDP Fire Chief John Mulligan, and other members of the District Operations and Food Services team.

☰ HS Lunch - Meeting updates with Operations, Fire Safety and Food Services

SAC Business:

Motion to make the Ad Hoc HS Admissions Committee a standing committee and expand its purview to support and analyze both HS and MS admissions. Propose the new name SAC Admissions Committee.

- Sam proposed and Ms. Elana Second
- Motioned passed

Motion to make the Ad Hoc Bell Schedule Review Committee a standing committee and expand its purview to support and analyze all student activities. Propose the new name SAC Student Activity Committee.

- Sam proposed and David Second
- Motion passed

Motion to fold Safety and Facilities into the purview of the Climate & Culture Committee to consolidate committee work and have fewer meetings.

- Sam proposed and Stacy Second
- Motioned passes

Pre-SAC Meeting Update:

☰ Notes from first meeting of SAC officers with the principal Aug 23, 2024 8:30am

4. Update from Principal Gordon Laurie

- Enrollment 1192
- Series of sports highlights - Volleyball, girls Soccer wins
- Students are bringing great ideas on how to improve the building and school
- Met with 21 teachers today - 15-minute meetings to hear their perspectives and ideas
- Met with SGA twice already and will provide an update on the meeting outcomes
- Thanks for your welcome and excited to do the work
- Tomorrow - September 5th is Back to School night. 5.30 pm Title 1 presentation and 6-8 pm is meeting with teachers and Back to School night

5. High School Update- Kaddy Ren - SGA President

☰ SGA September SAC Update Nabilah Chowdhury provided the update

- HS SGA hasn't started meeting yet
- Working on the activities calendar
- Sept 20 elections
- Enjoy reopening the garden side of the roof
- Work on the preservation of 1 lunch for HS to run clubs
- First Admin meeting Madame Heimann, Ms Lennon and Mr. Laurie
 - Topics included the enforcement dress code so students do not feel publicly shamed discussions are on-going
- Upcoming events Sep 6 elections speeches
- Friday Oct 4th High School Picnic - need chaperones

6. Middle School Update- MS Rep TBD

No sponsor for MS SGA yet

- Students complaining about bugs in school; very old building; bugs mice hiding everywhere
- Air fresheners in bathrooms
- Recess concerns the volleyball and soccer are clashing against each other because of lack of space
 - Maybe better way to organize
- More frequent refills of feminine products in bathroom

7. Committee Reports

- a. **Climate and Culture (will now include Safety & Facilities) - Co-Chairs: Aubrey White and Michael Wang**
Meeting time: Third Mondays @ 7-8

Committee Update: Summary of recurring themes from C&C (Bathroom/facilities; Lunch/recess culture concerns, Handbook language (dress code & investigations); Title IX & sports; Communication in general - proactive, consistent, comprehensive from the school)

Committee Report: [2024 SAC Climate and Culture Year End Report: May 20](#)

- **Topics included Building and facilities; lunch and recess; dress code and language; Title IX in sports; positive relationship with students;**

- b. **Teaching and Learning - Co-Chairs: Ms. Kim Neu, Dhivya Kaushik and Sam Vitiello**
Meeting time: Second Mondays @ 7-8

Committee Update: Summary of recurring themes from T&L meetings in the 2023-2024 school year. (Lexia, lesson planning for substitute teachers covering long-term absences, starting school with all teacher positions filled, new math curriculum, specials (HE) and HS clubs)

Committee Report: [2024 SAC T&L Year End Report May 24](#)

- **Topics: filling Teacher vacancies and how to support the students**
- **Lexia**
- **New Math curriculum**

- c. **AD HOC Bell Schedule Review Committee** - (Will be renamed and is proposed to include Student Extracurricular Activities like clubs and sports. It will be a standing committee. Vote in the 1st SAC meeting)-
Co-Chairs: Ms. Elana Solomon and David Neale
Meeting time: First Mondays @ 7-8

Committee Report: [Ad Hoc Bell Schedule Review Committee - Clubs - 4/8/2024](#)

- **Wrapped up the year with 8 period day and same lunch**
- **Now looking at clubs and enrichment to work with the students to bring more opportunities to Masterman**

- d. **AD HOC HS Admissions** - (Will be renamed and Proposed to include MS and HS admissions. It will be a standing committee. Vote in the 1st SAC meeting)

Co-Chairs: Jenn Lennon, Neha Vapiwala, Stacy Koilor, Chelsea Badeau

Meeting time: Second Sunday @ 7-8

Committee Update on Current School Selection Process:

[Admissions Committee Update: Prepping for School Selection](#)

- **Met yesterday to plan for the committee**
- **1st meeting this Sunday**
- **Focus is on mission of the committee and the timeline**
- **School Selection process opens and closes early this year**
- **Supporting materials - course catalog, clubs info and sports info**
- **Waiting for language confirmation from District for pathway from ms to hs**

- How do students need to handle rank choice? awaiting confirmation on that
- Will solidify events of having 2 open houses for Masterman
- Will be posted on the district website
- Townhall meetings; HS fair; our own branding of Masterman for students to choose
- District is hosting their own townhalls for site selection information
- Sam: my child and his friends really enjoyed the shadow days and was helpful to make that decision

e. **Health and Wellness - Co-Chairs: Dr. Lauren Bell and Stacy Leonard**
Meeting time: Second Thursdays @ 7-8

f. **Diversity, Equity and Inclusion - Co-Chairs: Ms. Carolyn Gray and Dr. Tracy Joselyn**
Meeting time: Third Thursdays @ 7-8

g. **AD HOC Bylaws - Co-Chairs: Ms. Elana Solomon, Ms. Nichole Geiger, and Michael Wang**
Meeting time: None

(Formed in 2023-24 for a scheduled 3-year review of the bylaws and will close early next year)

- **Coming in 4-5 months**

This committee has completed the review process and is in the process of writing out the changes/recommendations over the summer. The revised document will be distributed for SAC input first and the new principal will review, discuss with SAC, and give feedback. Following that process, it will be posted for public input for a period of time, before we vote for the revised bylaws to the best of my understanding.

8. Home and School Update- Anne Albert HSA President

SAC Meeting 9-4-24 HSA President's Report

- Annual membership drive coming out this week; engage everyone to register **DONATION IS NOT REQUIRED**
- Goal - fundraising
 - Curtains auditorium; roof furniture; (in the past years)
- Looking for a Recording Secretary and IT/Communication Chairs. Contact Anne Albert (president@mastermanhsa.org) if you are interested or would like to nominate someone else!
- Beware of Scams in Social Media claiming to sell Masterman Gear/Merch.
- Links to the various grade Facebook groups can be found in the newsletter.

9. FACE Update- Joy McIntosh Introduction

- No sessions scheduled yet
- Will make sure to inform families of events at the district

10. Old Business:

Lexia: Has a license been already purchased for every student in Middle School this year, like last year?

- Laurie-Contract is again with us; feedback given was that Lexia was not as effective; discussed with English dept on appropriateness of Lexia; we still have to look how we use it in the school
- Lennon-it helps us see if there are gaps in academics we use the data from Lexia for services

Gifted Education: What's the plan? What will it look like this year?

- Laurie- we met with teachers who in the process of communicating with the parents
- Lennon-the district is still building the guidance; as it pertains to Masterman, we will follow the laws on GIEP's; you will have the information by the end of the month there is a process to identify Gift iep and we will follow the process

Additional year of World Language for Seniors: Will there be an opportunity for Seniors who want/need another year of foreign language credit to have an opportunity to do that this year in both Spanish and French? It is our understanding that a Spanish course is being offered through school for seniors and we do not have any update on the French course that was supposed to be offered by CCP.

- Laurie- I don't have a great answer- we don't have the additional French track now; that doesn't mean it won't happen; in discussion with the Superintendent;
- Lennon- discussed with CCP; some opted to take courses outside the school; we do not roster for additional especially with the change that happened over the summer; will continue to reach out to CCP; right now reach out to your child counselor to help enroll in outside courses;
- Sam: district does have an online program our students can take; it gives you a grade; is that a source that you're looking at? Would be nice to offer this to students for free?

Community Handbook Updates: Continuing members of SAC gave context to new members of SAC and Principal Laurie in a preSAC meeting regarding some of the changes made this summer regarding the student investigation language and early release. There will be an ongoing discussion about processes and notifying students and the community of changes.

- Positive signs are the discussion with SGA have been incredibly productive

11. New Business:

Staffing Update: Plans for filling teacher vacancies.

- MS teachers are able to deliver the English and math
- HS is more challenging- calc and precalc is harder to cover; working with CCP;
- Working with talent office in the district for candidates
 - We have a spreadsheet of candidates; we are in competition with other schools
 - Screening process and interviews will occur; it's crucial to get the right teacher in front of the students
- No timeline yet; hopefully within the next two weeks
- DK-would it be possible for other teachers to share the Google Classrooms with the students so the students can do that work
 - Asked the teacher to share the information
- I share the frustration as the principal that we should be able to provide grade-level instruction from qualified staff. I will fix that communication gap and speak to those parents
- AW-the parents worry when they hear from the students they have no teachers and not from the principal -want to hear from the principal

- Parent -100% of the history of the lack of communication and that you inherited these- my son is a sophomore and in the 5 times I have reached out I have gotten one reply filled with sarcasm- Algebra 2 our teachers are out and back in a few days we have very strong driven students who keep their cool and then lose it at home- that's where the frustration lies and disgust-was even thinking of reaching out to Kirsten Graham to write the news article

School Selection:

District has confirmed the pathway and will follow up after updating this confirmation on the school selection website, Instructions/information on how Masterman 8th graders approach the new rank choice system, and issues with the Schoolnet data is being looked into.. (time sensitive)

- Qualified 8th graders will definitely have a pathway to Masterman HS
- What we don't know is the rank system

New English Curriculum: Implications for Masterman

- District has introduced a new ELA curriculum they included teachers and rolled this out over the summer
- Reasonable amount of questions from teachers and how they should follow
- HS uses study sync- a great amount of flexibility
- MS is we can do this attitude and are looking at how we can incorporate this

School Communications: Some portal notifications are not reaching everyone

- Ms Tara is the portal master so communication will and should go through her so this does not happen again.

Morning Entry:

- New scanner only has 1 sensor to scan 1 student at a time
- Today was the smoothest entry to arrive at advisory on time

Floor:

- **Naviance to Xello?**
 - Parent-Naviance is a tool to research colleges in one site
 - It also showed Masterman students through a scatter plot and how they did applying to these college
 - Naviance blanked out and the district has changed to Xello
 - Laurie- our counselors can explain; communication will come out about Xello
 - MS Nelson-we are all learning at the same time: recommendations are done through a common app; all the info from Naviance will be uploaded to Xello
- **No AC in the lunchroom**
 - Not going to have it in the lunchroom, auditorium, or gym until an electrical upgrade to have AC in every room
 - Room 102? Not yet Mr. Laurie will personally look into the matter
- **Size of school**
 - Principal does have a say; but mainly up to district

- **AS Gordon?**
 - Anyway to help advocate to maintain that relationship
 - We acknowledge that we miss his presence
 - Laurie- I am assured he is available for support and guidance; the new AS has supported him
- **GYM FLOOR**
 - By December the Gym floor will be refinished in a weekend!
- **Gifted IEP Goals**
 - Was told the curriculum is accelerated
 - But could go out privately and get the evaluation.
 - Difference between gifted and enrichment- as the district sees an advanced course as not compliance with gifted... has been diagnosed through a school psychologist