


JRM SAC Agenda for Apr 2, 2025

 APPROVED Meeting Minutes of Jan 8, 2025 JRM SAC Meeting.pdf

 Approved Minutes for Feb 5th 2025 JRM SAC Meeting.pdf

Roll Sheet Link- Sign In Sheet: [April 2 Roll](#)

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			Aimee Oyeniyi (MS)	P
Aubrey White (O)	P	Ms. Gray	P			Noah Soskin (MS)	P
Michael Wang	P	Ms. Neu	P				
Dhivya Kaushik	P	Ms. Geiger	P				
Tracy Joslyn	P	Ms. Smith	P				
Stacy Leonard	P						
David Neale	P						

Meeting Start time: 6:00

Meeting End time: 7:25

Sharing of Agenda:

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

1. **Welcome & Norms:**  Norms of JRM SAC meetings

HSA Auction: April 5th: Craft Hall 6-10 pm

Don't miss Masterman's 19th annual spring auction and party! Saturday, April 5, 6-10 pm at Craft Hall, 901 N Delaware Ave. Great food, open bar, and music, PLUS incredible items in our online auction and in-person raffle with proceeds funding activities and enrichment across the school. Get your tickets now! <https://mastermanhsa.betterworld.org/events/MHSA-Auction-2025>

2. **Approval of Minutes:**  MINUTES approval March 5th 2025 JRM SAC Meeting

Motion to pass minutes made by Facilitator, and seconded by Ms. Solomon. Minutes passed.

3. **SAC process/business/updates:**

1. SAC Elections: SAC Organizer: Aubrey White
 - a. SAC election process will begin this month
 - b. There are four openings for 2-year terms
 - c. The application will be created by FACE and shared through a portal notification
 - d. Applications are due Wednesday, April 30
 - e. Ballot shared with community at May SAC meeting (Wed, May 7)
2. Input from the SAC input form is being shared with principal Laurie and followed up on with various members of school administration/staff. Here are links to the monthly synthesis documents:
[SAC Input Synthesis 24-25, Volume 7 \(4/2/25\)](#)


[SAC Input Synthesis 24-25, Volume 6 \(3/5/25\)](#)

[SAC Input Synthesis 24-25, Volume 5 \(2/5/25\)](#)

[SAC Input Synthesis 24-25, Volume 4 \(1/8/25\)](#)

 SAC Input Synthesis 24-25, Volume 3 (12/4/24)

 SAC Input Synthesis 24-25, Volume 2 (11/6/24)

 SAC Input Synthesis 24-25, Volume 1 (10/9/24)

4. Facilities Update:

Check if anyone from the facilities office is attending the SAC meeting and offer them a chance for updates.

☐ Outstanding Business:

☐ Paint on the Roof : Tabled until temperatures hold above 50

☐ Resolved:

☐ Water Fountains

☐ Air Purifiers

☐ Restocking Bathrooms: soap dispensers, toilet paper etc. Liners for disposal of menstrual products in stalls.

☐ New:

☐ Painting the building interior: Mr. Manna will check with the District.

SDP Facilities update (Stephen Manna):


- Middle States accreditation completed
- Environmental team stabilized plaster around the school. Some painting took place in the interior of the building.
- Painting of the rooftop has not taken place due to the weather (temperature).

5. High School Update- Kaddy Ren - SGA President

SGA March Update

- Student/Faculty basketball game took place.
- Spirit Week kicks off this coming Friday through next week.
- SGA Elections - April 25th

6. Middle School Update- Aimee Oyeniyi and Noah Soskin - Middle School SGA Co-Presidents

-  Masterman MS Monthly Recap March
- Track & Field tryouts on Tuesday and Thursday.
- Spring concert upcoming - May 15th
- 8th Grade Dues are due April 1st for end of year activities
- PSSAs prep ongoing

7. Update from Principal Gordon Laurie:

- Mr. Tannen was nominated and awarded the Lindback Award.
- District announced free menstrual products will be provided this week to district schools.
- The Masterman Chess team performed well at the State tournament.

Announcements and Updates:

Student Achievement Announcements:

Academic Updates:

- NHS Junior:
 - Ms. Solomon, Ms. Amit, and Ms. Hemminger will form a committee. Applications will be provided to current 7th grade students who qualify academically (all A's and 1 B). Thereafter, the qualifying students will need to fill out the application and a committee will review their essays regarding character and leadership. Applications are due in May.
- 7th Grade: Math Algebra pathway
 - Test issued to 7th grade in May. Mr. Tannen and Ms Stevens to design a measure of what students know and what's to come. The test will be in school and will be the same.???
 - Open to anyone who qualifies. If students rediscover their love of Math they will have the opportunity to join.
- 8th Grade: Language 1 course French/Spanish.
 - Continue through their high school career and have a true sequence with AP in their Senior year.
 - Meeting tomorrow for students who haven't had that pathway open to them. We are optimistic this will be well received.
- Specials in MS:
 - 5th, 6th and 7th will be intact - variety and number of periods
 - Specials will be retained. Noted importance to student life and enriching student experience. Mr. Roache and Mr. Liebold will work on the teacher roster.
 - 8th: more periods to be allotted

Community Updates:

8. School/SDP: Operations/ Enrollment Updates:

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Community Meetings:

- Budget meeting - April 10th
- School performance data meeting- to be video recorded and presented on April 7th

i.School Data Meeting:

- Principal Laurie will post a video presentation of the school plan and data for the community before the budget call.
 - District provided assurance that the school will be staffed to meet student needs.

ii.School Budget: April 10th at 6:30PM - Budget presentation to Community

- Title 1 funds are allocated for Masterman: **\$416,032** (+\$80,104 from SY 24-25)
- Update from Principal's meeting with District regarding Budget and Enrollment:

- Funds
- Enrollment Update
- Principal met SAC/HSA input- Friday, March 7 - 1 to 2 Zoom
 - Feedback from SAC and HSA
 - Final Submission to District in mid-April?
- Links to Past School Budget Data:
 - [School Budgets - School District of Philadelphia](#)
 - [Public Purchase Summary Report \(SY24-25\)](#)
 - [Public Budget Allotment Report \(SY24-25\)](#)
 - [Public Allotment Report \(SY24-25\)](#)

iii. Title 1:

- Spring Title 1 Meeting: This will be combined with the May SAC Meeting.
- Review Parent Compact: Will be done a later date

School Selection Update:

- Waitlist Offers Feb 24, offers went out to students for 5th and 9th grades as well as 6th and 7th grades. (Total offers for 5th and 9th exceeded open spots)
 - Still don't have real numbers.
- Mechanics of the lottery and waitlist process: When will final numbers be shared with the Principal and school community? A number of 1190 has been shared so far which seems too low.
- Welcome letters for new students:
 - Events for new student/ family info sessions and orientation.
 - To be sent out Thursday/Friday of this week.
 - Team building event for new students and start the year off right with a positive experience.
 - Met with the HSA I can ask for parent volunteers.
 - Those dates are in the letter. I will share with this group.
 - We are going to shift slightly to a day of each
 - Aug 5th - welcome new/returning 9th graders
 - Aug 6 - welcome new 6th and 7th graders
 - Aug 7th - welcome new 5th graders
 - May 9 possibly
- Plan to address Language/Algebra placement for incoming 9th graders?
 - Algebra 1 Booster - Could we use the District stipend program?
 - Language 1 options?
 - Has the school been able to assess Algebra 1 readiness and Lang 1 needs for incoming Freshmen, yet? When can we expect this needs assessment to be complete?

Impact if Masterman is over-enrolled based on waitlist offers extended for 5th and 9th grades beyond the 132 and 165 cap and the addition of a 6th and 7th grade class:

- What additional resources the District is committing to the school?

9. Resolved Business:

- Long term absence of Spanish teacher: Communication and Substitute plan to mitigate learning loss. - Communication was sent to parents in student backpacks.
 - Many parents are still concerned about lack of info, learning, falling grades and no appointments for Teacher Conferences to support their students.
 - Long Term Strategies for Language learning:
 - ESS is not a good resource for language teachers - would contacting Penn, Drexel and Temple Language ED departments be a good source, even to actively identify candidates for upcoming open positions?
 - Alliance Francaise, Spanish language schools, and creating relationships with HR at SDP to fast track subs and creating language teacher pipelines.
- Information was sent regarding qualifying for NHS to HS and MS students:
 - Follow up questions on NHS Junior: How will it work for 7th and 8th graders:
 - Will they be invited to apply?
 - What is the time frame?
 - Temporary plan in place-world language stepped in and we were able to provide support. We can't hide that an absent teacher will cause a loss of learning. This year I hope it is an anomaly of missing teachers. We started off the year with some openings and we were able to provide stability. We are making sure we are ready to go when their full time teacher returns.

10. Outstanding Business:

- Admissions Criteria:
 - How will the Algebra 1 Criteria be verified for next year's cohort of 9th grade students?
 - Criteria for 10th grade admission to be adjusted in district communication (include Algebra 2 and Language 1 (French or Spanish))
 - Survey went out to freshman parents and a reminder went out for a call with the principal to talk with the French and Spanish teachers.
 - Link is being resolved-may change the link on the calendar
- Scaffolded Language pathway from 9th to AP in 12th:
 - Survey went out to 9th grade parents:
 - Next Steps: Reminder to complete survey and invite to attend a call with Principal, Language teachers and T&L committee to discuss options: Need to schedule Call:
- SEPTA safety - Update from District regarding meeting with school safety and PPD
 - Principal Gordon had a meeting with all the Center City schools and they recognised all the schools being let out at the same time.
 - Have another meeting with Chief Johnson? At Masterman a town hall to hear from parents.
 - We are next in line for a crossing guard on Spring Garden.
 - Mayor Parker recognized the challenge of moving that number of students at the same time.
- Course Selection/ Roster:
 - Priorities:

- Promises were made to the Masterman Community after 13 representatives of SAC and HSA met with Dr. Dawson last year regarding school selection and course selection. AS Richard Gordon was charged with delivering those promises. At the end of the last school year the community was asked to give grace to the process due to leadership transition. Current 9th grade families placed their trust in this process and course commitments that were made to make their school selection choice and would love to see these commitments carried out incrementally as promised in a timely way. The primary issue here was scaffolded language pathways to AP and Accelerated Math and restoring Junior Seminar to facilitate the college application process.
- Some students having to take unneeded credits in PE/HE in senior year when they already completed their credit because some of the cohort did not. (eg. All current seniors take PE, Current Sophomores doubling up in Math can't take HE but the rest are, the same is planned for next year's Sophomores) Recommend avoiding this as a long term strategy. This could impact course choices in senior year for years to come.
- Will students benefit more from taking Health more in 10th vs 12th grades?
- Restoring Health education to MS for all grades.
- Preserving the variety and number of periods of each special in 5th, 6th and 7th grades as promised by District, AS and School leadership last year and continuing to find ways to restore more Specials periods to 8th graders along with preserving Language 1 course in French/Spanish for 8th graders.
- Careful allocation of PE/ Art/ Music/Digital Literacy resources to ensure Middle school quality and breadth of curriculum and specials is maintained consistently while exploring ways to give HS more course options in the Arts.
- Students in HS prefer making course choices knowing which teachers would be teaching those courses. This is a critical factor in their course selection.
- Common HS Lunch to support 9-12 clubs.
- Can schedule go back to accommodating Study Hall/ Options/ Enrichment for all of HS for the last period: Impact on student learning and sports.

11. New Business:

Spanish Long Term Absence:

PSSA Prep (parent input): Parent inquired about prepping for the PSSA

- Talked about the use of digital tools that come with the test. There are a number of tools the kids can use. We had an analog program for teachers to help teach the students how to use these tools and become families. In order to do well on the test you need to know how to use these tools. This may be the first time for many of them.

Follow-up from Report Card Conf: Parent inquired about changes to the math program mid-year.

- In an effort for the district to provide Algebra in 8th grade, the district utilizes Accelerated Math as a pilot program since we already offer Algebra.
- Is this useful for us? Is this providing enough rigor and pace for our students who are ready to move on... I would be happy to speak to that parent if they'd like.

[[Biology: Pilot ended. We inquired if it continued. It is not going to work. We will need to use the new standards. We just want to make sure they are ready for the next assessment-Keystone. We are

hoping to pick it back up for fun. I want to thank our students and families. This curriculum will help lots of students and families throughout the district. We are providing feedback to the district about what worked what didn't work. They planned for lessons to take 2 days. They do not.

The district curriculum writers are aware of that and are working on what to do moving forward.

- BSCS: Biological Sciences Curriculum Study

12. Floor:

- A parent attendee raised a concern regarding their middle school student and the accelerated math program. Per the Principal, they will work on rostering the two sections.
- A parent attendee raised a concern about her current 8th grader and the NHS. Was it done in previous years?
 - If she continues at Masterman and has all A's and 1 B, she will qualify in Junior year. We didn't have it for her grade last year. We are bringing it back.
- A parent attendee questioned about the PSSA- Is it possible to send an email to parents about resources for the PSSA's to help prepare their child? They already have enough stress and the stress of a new format would add to the stress. Having the opportunity to talk to our children will help alleviate some of that stress.
- A parent attendee asked if more information about the PSSA for parents can be provided by the school, and the principal agreed.
- It is an option for schools to do it digitally.

13. Home and School Update- Anne Albert HSA President

SAC Meeting 4-2-25 HSA President's Report

Mike Wang provides highlights of the HSA

- Auction this Saturday. Great way to spend time with families
- Beautification Day at Masterman- Sign Up through genius
- HSA Board Elections coming up. We have 6 positions open if interested.

14. Committee Reports

a. **Climate and Culture (now includes Safety & Facilities) -**

Co-Chairs: Aubrey White and Michael Wang

Meeting time: Third Mondays @ 7-8PM

Next meeting: April 21

C&C Committee Update: High-level discussion of the Middle States (non-accreditation) and Spanish I teacher absence.

Committee Report:  **C&C Meeting (March 17)**

- Met in March. Talked about teacher absences. Communication on how they can catch up due to the absence
- Buddy System-

b. Teaching and Learning

Co-Chairs: Ms. Kim Neu, Dhivya Kaushik and Sam Vitiello

Meeting time: Second Mondays @ 7-8PM

Next meeting: April 28

T&L Committee Update: We had both the T&L meeting and the committee chairs met with Principal Laurie to update him on all the ideas and concerns that have been raised over the past few months. Freshman language and math options for the next 3 years and teacher recruitment/site selection were the main topics of discussions, (including long term Spanish teacher absence and learning)

A follow up call to present results of the freshman language survey and a conversation with Freshman Parents and Principal Laurie and Language teachers has been scheduled. Apr 3 Thursday at 6:30pm

A call with math teachers and principal will be scheduled for Freshman Parents on Wed Apr 23rd at 6:30pm.

Committee Report:  **Teaching and Learning March Meeting Notes**

T&L Follow ups:

- Request for supplementary data - AP score distribution for 23-24 - We are compiling data
- Will meet with the principal to share student survey results, and Course selection feedback.

c. Student Activity Committee

Co-Chairs: Ms. Elana Solomon and David Neale

Meeting time: First Mondays @ 7-8PM

Next meeting: April 7

SAC SAC Update: We continued work on gathering topics to submit to the administration so that new club sponsors will have uniform guidelines. The committee chairs will meet next week to finish the list and submit it.

We discussed a parent concern - some middle school advisors are not collecting dues and permission slips, directing students to submit them to the class sponsor instead. This leads to student confusion. We would like for the administration to clarify the expectations for advisors.

Committee Report:  **3.3.25 SAC SAC Minutes**

Club sponsor guidelines:  **Club sponsor guidelines**

- Sent list of questions to Principal Laurie.
- Next steps to finalize our list of questions.

d. **Admissions Committee**

Co-Chairs: Chelsea Badeau, Neha Vapiwala, Stacy Koilor.

☐ Meeting time: Second Sunday @ 7-8PM

Next meeting:

Committee Update: Committee reviewed the post-admissions cycle survey that was sent to students and parents last year. Committee discussed edits to the survey and the Committee plans to send the survey out in February after the current cycle closes. Admission decisions are expected to be released by the district later this month.

- No updates at this time.

e. **Health and Wellness**

Co-Chairs: Dr. Lauren Bell and Stacy Leonard

Meeting time: Second Thursdays @ 7-8PM

Next meeting: April 16

f. **Diversity, Equity and Inclusion**

Co-Chairs: Ms. Carolyn Gray and Dr. Tracy Joslyn

Meeting time: Third Thursdays @ 7-8PM

Next meeting: TBD

Committee Updates for DEI & H&W:: (Will Meet with Principal Laurie on April 24th this Month) The two committees are working together to address mental/emotional health of students and staff and equity/ inclusion topics. The broad themes of Belonging and Inclusive Language (proper use of and training) were identified as 2 main broad objectives for the rest of the year. They had a very productive meeting in March and worked on a presentation and will share their work with Principal Laurie on April 24th.

- Met as a group. List of items to accomplish this year
- Reinstatement of United Minority Council
- Being able to organize Town Halls this year or next.
- To look at SEL
- Vaping, Drug and Alcohol Use
- PD for next year's calendar.
- Principal Laurie has been open to looking and will be at our next meeting April 24th.

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

Met with the principal and verbally present updates to review updates.

Draft will be shared with the Principal and all elected SAC members on Friday April 4th then feedback will be reviewed.

Draft will then be shared with the school community for feedback on Monday April 14th for 10 days. Feedback window will close on April 23rd.

Final draft will be shared with SAC voting members by Friday May 2nd and reviewed bylaws will be presented at SAC in the May SAC meeting.

- Plan is to review the current bylaws and make updates to it.
- Will share our draft for review and comment.
- We should be able to vote on it by next meeting.

Principal Moved to adjourn
Aubrey 2nd

Thank you