

Masterman HSA Monthly Meeting

Date: Tuesday, November 14, 2023

Time: 7:30 PM

Location: Zoom



Attendees

Board members: Anne Albert - Stacy Koiler - Michael Wang - Ya-Chi Tsao- Chelsea Badeau- Jennafer Howard- Sarah Schinlder Williams- Sam Vitiello-Mae Trieu- Jen MacNeill
(See sign-in sheet for general members and school staff)

Approval of Minutes


Motion made by Mike and unanimously approved meeting minutes of (9/19/23). The motion passed and the meeting minutes were approved.

President's Opening Notes - Anne Albert

- Anne reminds the group of the recent rooftop social event and expresses excitement for future gatherings, including the possibility of serving alcohol.
- The group discusses ways to support teachers and offer appreciation, including a rooftop beautification project.
- Anne flags the upcoming Middle States accreditation process and invites Dr. Payne to explain, mentioning a team of administrators, parents, and teachers will work together.
- Promotes a Sixers game fundraiser for Masterman athletics, encouraging everyone to buy tickets and share the link with friends and family, and highlighting the special experiences and discounted prices.
- Anne invites volunteers to help with various tasks, including social media posts, website updates, and teacher appreciation.

Principal's Report

- Dr. Payne thanks Anne and expresses enthusiasm for involving more people in HSA activities.
- Dr. Payne discusses upcoming report card conferences, including a full day dedicated to conferences on the Monday after Thanksgiving break.
- Seeks to structure appointments and send out slips by the Friday before break, allowing time for scheduling and flexibility in virtual or in-person options.
 - I believe I successfully at the end send out a portal notification for the promotion that the district is having for the American Education Week promotion. So I linked photos that can be easily shared. If you yourself have any photos of teachers events, students. Just try to use the hashtag and let's let everyone know about those good things that are happening. We have the photos we have the experiences we have the accomplishments, I write them up in the shout outs, but I know we have family and friends who are there. We're capturing those things. And this is the week this is the



opportunity to promote it to say thank you. Hopefully you got a chance to see Miss Grace class and they're awesome. Thank you to teachers in various languages. It was so cute. But share it and let others know and let's get credit for it. So make sure you use the district hashtag. I wanted to follow up with some things that are happening really, really closely are our near. We will have our first full day report card conference schedule. I don't think we've ever had just a full day of report cards. So typically, report cards would be three, two or three half days right before Thanksgiving break. But the Monday after Thanksgiving, there will be no school for students but the entire day will be dedicated to report card conferences. So I've sent out some feelers and asked just to make sure that there were no constraints or expectations for how the day was supposed to go. And I have not received word so we will be structuring and getting the appointment slips out. The goal is by this upcoming the Monday before we leave for break if I can move it back to the Friday to give you time over the weekend and start to actually make the appointments on the three days or you know if on Thanksgiving or Black Friday you want to make the appointment give you the full week to make the plans and then find the dedicated time you will still have the option of either in person or virtual although I would think that utilizing the whole day there will probably be a lot more virtual options during what would be a normal school day.

School patio repairs and food allergies

- Dr. Payne mentions that caution tape has been wrapped around the patio due to loose masonry work, and permission slips will be sent out for students with food allergies to participate in winter solstice meal.
- The school has had masonry work repairs done twice, and a climate staff member walks around the patio to keep students safe.

School grants and accreditation.

- Dr. Payne provides an update on Middle States accreditation, including the team's composition and the recruitment process for students and teachers.
 - Middle States is an accreditation program for schools throughout the United States. Because the School District of Philadelphia is so large, they support individual schools in cohorts. So it is our round of accreditation. I was looking through previous work in that and I believe it was about six years ago, six, maybe seven years and that's about how long accreditation lasts. The team that will be supporting that work will consist of two administrators to students to parents and to teachers. So we are trying to we've had conversations about how we will recruit the students and the teachers just because it is a time commitment. There's there's quite a bit of work, not in producing or making things but in in in bringing things together. It's really a process of demonstrating what it is you're doing as a school with room and conversations around what you would like to do. And it is Middle States coming in to gauge success in not only performance or academic achievement, but also in school communities. So they want to look at

everything you're doing. You want to have conversations and they want to hear about the things you want to do but it's really about gathering and saying, look, look at this. Look what we've done. Taking suggestions and also making plans.

Stacy Koiler (VP1):

- Stacy provides an overview of the grants process, including \$4,000 in funds towards various grants and \$20,000 towards clubs.
- Grants will support sports teams, instructional materials, and competition needs, with \$20,000 allocated for competition grants.
 - Stacy introduces Sarah, who discusses fundraising efforts for the school.

Sarah Schindler-Williams (Fundraising and auction Committee):

- Sarah explains that the membership drive and spring auction are the main fundraising events, with a goal of \$50,000 and 200 donations.
- Plans to run another campaign to encourage more participation in the membership drive, with incentives for classes with the most donations.
 - Emphasizes the importance of community involvement in fundraising efforts, particularly through local businesses.
- Anne encourages listeners to join the HSA and donate, even if it's difficult, and highlights the value of free membership options for community engagement.

Mike Wang (VP2): No update

Committee Updates

Chelsea Badeau (Corresponding Secretary): No new update

- Sign up for the newsletter if you haven't already
- Website is update regularly

- Newsletter goes out between 6p and 9p sunday nights
 - Feedback on format and/or content is welcome
- Please send it to the email address newsletter@mastermanhsa.org or Chelsea at corresponding@mastrmanhsa.org.

Ya-Chi Tsao (Treasurer):

- Treasurer reports \$14,000 in revenue and \$27,000 in expenses, with plans to install new auditorium curtains in late January or early February.
- School aims to spend donated funds to benefit students while they're still in school.
- Teacher liaisons are needed to connect schools and teachers post-COVID.
- Elana Solomon (HS teacher) suggests organizing a membership drive to increase HSA connections with teachers, with ideas such as email blasts and incentives like donut trades or pizza parties.
- Anne agrees and appreciates the suggestion, with the possibility of sending out information to high school teachers through a dedicated PFT email set up by Ms. Solomon.

Sam Vitiello (Outreach Committee):

- **School communication and parental involvement.**
 - Jennafer gave an update on the outreach committee, highlighting common concerns among parents, including teacher shortages and inconsistent communication from administration.
 - Parents expressed appreciation for open houses but desired more advanced notice and a more cohesive approach to communication about school issues.
 - Parents request easier access to school club information on website.

General Discussion

- **School advisory committee (SAC) composition and updates.**
 - SAC is made up of 8 elected parents, 5 teachers, and 2 student reps, with updates sent weekly through HSA newsletter.
- **School improvements and student input.**
 - Speaker 9 encourages students to join committee meetings to provide input and participate in decision-making processes.
 - Committee meetings are well-attended by students, and the Masterman SAC webpage is being updated with committee reports.

- Aubrey White is organizing SAC meetings and collating input from parents via an input form on the HSA newsletter and SAC webpage.
- Parents are asked to fill out the input form to prioritize community concerns and follow up with action.
- The HSA and SAC worked together to identify areas of improvement in the school's facilities, including fixing toilet issues and improving communication between students and staff about supply needs.
- The group met with the building engineer and assistant building engineer, and they were very collaborative and receptive to their suggestions.
- **School events, committees, and updates.**
 - SAC meeting on December 4th, with co-chairs Pam and Bobby White discussing bylaws and culture committee updates.
 - Speaker 10 provides a list of middle school clubs to help organize events.
- **High school and middle school sports opportunities.**
 - Speaker 14 highlights the return of squash as a winter sport for high school students, with a new coach identified but scheduling still in progress.
 - Speaker 14 also mentions the limited options for middle school sports, with a focus on improving opportunities for winter sports starting in January.
 - Speaker 9 asks about middle school squash coaching, with Speaker 14 promising to follow up on the matter.
 - Speaker 2 mentions Sikora as the coach at US squash facility, who believes middle school squash coaching can be managed by a non-squash coach.
- **Supporting teachers and beautifying the school.**
 - Committee aims to engage students in building traditions through sports events, starting with an assembly on December 1.
 - HSA aims to rebuild connection with teachers and find ways to materially support them.
- **Teacher appreciation and support.**
 - Speaker 10 shared fond memories of a teacher appreciation event in the past, where parents brought food and gifts for teachers, and there were raffle prizes and small meetings with teachers.
 - Speaker 1 expressed hope for a similar event in the future, possibly involving potlucks, gift-giving, and small gatherings with teachers.
 - Teachers appreciated showing appreciation for their hard work and dedication, especially during difficult times like the recent loss of Mr. St. Clair.
 - Ideas for showing appreciation included bringing in doughnuts or other small gestures, and planning something quickly to show support.
- **Honoring late teacher Mr. Sinclair.**
 - Ideas for honoring Mr. St. Clair include naming an award after him, creating a memorial plaque or picture frame, and establishing an annual coach's award for students to nominate their favorite coaches.
 - Mr. Belkin suggests giving an award at the upcoming assembly on December 1, and Jen adds that the award could be named after Mr. St. Clair as part of a new tradition.

- Speaker 14 suggests dedicating a mural or photo to the late Mr. Sinclair, a beloved teacher, as a way to honor his memory and show appreciation for his dedication.
- Speaker 4 proposes creating a Memorial Award in Mr. Sinclair's name to be given to a graduating senior each year, and also suggests a coffee and donuts event every Monday morning to show appreciation for the school's staff.
- Speaker 4 is organizing a raffle for staff on Mondays to boost morale, with Miss Marcus's idea to tie it to World Kindness Day.
- Speaker 1 supports the idea and suggests soliciting gifts in the newsletter and offering specific prizes like gift cards.
- **Ways to show appreciation for teachers.**
 - Speaker 1 suggests soliciting stories and testimonials from parents and students to show appreciation for teachers.
 - Speaker 1 and others agree that a warm welcome after break is a great idea to show appreciation for teachers.
 - Speaker 12 suggests designating the Pacific scholarship in honor of Mr. Sinclair's contribution to the Masterman SAC community.
 - Speaker 1 proposes an open floor for new issues and ideas to be raised to HSA, with email and SAC input forms also available.

Mae Trieu (Membership): No update

Jen MacNeill (Building): No update

Meeting adjourned at 8:57pm

Respectfully submitted,

Jennafer Howard

MHSA Recording Secretary

Meeting transcript:

https://docs.google.com/document/d/1WuoRL-_HofJailiaYWygDeCK1-4SIOBTOWYxpJ-aPpg/edit