

Masterman School Advisory Council - Dec. 17th, 4:55 – 6:20 PM

Marjorie Neff	III.B.1 (Principal)	
Louis Borda	III.B.2 (PFT Building Rep)	
Tara Hayden	III. B.3 (HSA Representative)	
Eli Levy	III. B.4 (HS SGA President)	
Alex Kwok	III. B.4 (MS SGA Vice President)	
Jessica Celli	III. B.4 (MS SGA President)	
Ranim Albarkawi	III. B.4 (MS SGA Secretary)	
Kim Neu	III.B.6 (Department Head)	
Bernadette Kearney	III.B.7 (Teacher)	
April Claytor	III.C.2 (Teacher)	
Carolyn Gray	III.C.2 (Teacher)	
Michael Neights	III.C.2 (Teacher)	
Kathleen Dopkin	III.C.2 (Teacher)	
Nicole Geiger	III.C.2 (Teacher)	Not present
Jane Monaghan	III.C.2 (Teacher)	
Todd O'Neill	III.C.2 (Teacher)	Not present
Andrea Appel	III.C.2 (Parent)	
Eden Kainer	III.C.1 (Parent)	Not present
Marian Gervasi	III.C.1 (Parent)	Not present
Matthew Whitehorn	III.C.1 (Parent)	
Meg Wise	III.C.1 (Parent)	Not present
Sam Garst	III.C.1 (Parent)	
Anndee Hochman	III.C.1 (Parent Alternate)	
Bridget McFadden	III.C.1 (Parent Alternate)	
Jeanne Ortiz	III.C.1 (Parent Alternate)	Not present
Yvonne Lee Clayton	III.C.1 (Parent Alternate)	
Michelle Harrison	Assistant Principal	
Kate Smith	Teacher	
Heather Marcus	Counselor	

December 17th, 2013

1. Meeting opened 5:00 PM.
2. Minutes from Nov. 19th meeting approved.
3. Principal's report
 - a. Multiple facility issues: Phone lines have been messed up, currently can dial out, and have a temporary phone line to dial into the school. Steam leak fixed, but condensation wreaked havoc on wiring in closet. Two power outages, requiring manual bell schedule.
 - b. HSA is sending letter to SDP, hoping to implement a comprehensive fix to the roof. HSA may provide money, which would need to an SRC resolution for SDP to accept money from HSA.
4. High school report
 - a. Canned food drive yielded over 700 cans.
 - b. Build On candy cane sale is on now.
 - c. Gingerbread house contest this Thursday.
 - d. Health fair on Friday, run by peer counselors.

- e. Winter Solstice Fest this Monday. Sweet 16 caroling is also on Monday.
 - f. Ski trip is planned for Feb. 12.
 - g. Talent Show is planned for Feb. 14th.
5. Middle School Report
- a. Teddy bear drive will be Jan. 7th
 - b. Collecting box tops for education.
 - c. Valentine's Dance being planned, may include a photo booth (depending on photo rights).
6. HSA update
- a. 9th Annual Masterman Auction is scheduled for March 22nd, 2014.
 - b. Parent night out at the Union League, scheduled for late January or early February.
 - c. HSA wrapping up drive for membership. Both Ms. Dopkin and Ms. Harrison sang at assembly, and may be responsible for jump in membership in high school.
 - d. Musical Fundraiser scheduled for Jan. 19th at Tashan Restaurant, will include Sweet 16 and alumni singing.
7. Principal Selection update
- a. Reviewed selection process. Presentation of final proposal (including selection committee) and formal vote scheduled for January 19th meeting.
 - b. Met with faculty this morning, reviewed selection committee composition and suggestions on how to choose faculty representatives.
 - c. Selection Committee will be 12 people; every person is obliged to represent entire community:
 - i. One PFT representative, elected by faculty.
 - ii. Four faculty, elected by faculty.
 - iii. Two additional faculty selected from SAC members, to balance for high school/middle school, departments, etc. Selection by steering committee (Sam Garst, Andrea Appel).
 - iv. Three parents, all serving on SAC- Sam Garst, Andrea Appel, Tara Hayden.
 - v. One student - President of School Government (or designee).
 - vi. One community member - Alumni, Community College, or former Masterman administrator.
 - d. Questions and discussion:
 - i. How are faculty representatives to SAC selected? Last year (and previous years), there are just enough faculty volunteering to serve to fill the available slots, so no election was necessary.
 - ii. Former Masterman administrators may not be good representatives, as they may not understand current environment. However, former administrators may be perfect representative, as they understand role of principal, and may be familiar with previous principals.
 - iii. Multiple suggestions for community representative: CH2M (international environmental company), Dr. Esniola (parent, mentoring 20 kids in medicine), Community College of Philadelphia (offers advanced placement courses), Alumni (to strengthen connection between Masterman and alumni), Spring Garden Civic Association.
 - iv. Will selection committee discuss attributes of new principal with Marge Neff? Yes, absolutely.
 - v. Will selection committee conduct focus group sessions with parents? Yes, we're planning separate meetings with faculty, parents and students (we've got a few parents already volunteering to facilitate meetings). Can we provide some mechanism to participate without physically being present (ala survey monkey)? Yes.
8. Valedictorian - Tabled, will be reviewed as we move forward.
9. Meeting adjourned 6:20 PM.