

Masterman HSA Board Meeting

Wednesday, 11.13.2019

Attendees

Barbara Dallao, Jessica Brown, Alecia Burke, Michael Hoffberg, Ray Maisano, Sam Khalifa, Dawn Baker Levi, Kate Smith, Marjorie Brunner, Faith McCray, Van Mahlab, Madhu Narula, Rebecca Makuen, Jennifer Sorrentino, Erin Cowan, Debra Shick, Yischoon Liaw, Anna Padula, Jovan Como, Sydney Parker-Williams, Fritz Dietel, Reshma Bennur, Natasha Andjelkovic, Rita Patel, Michelle Brown Nevers

Agenda

The meeting was called to order at 6:19 pm.

Motion made by Jennifer Sorrentino and seconded by Erin Cowan to approve meeting minutes of October. The motion passed and the meeting minutes were approved.

Principal's Report: - Jessica Brown

- Ms. Brown reminded families that conferences would be held next week and to register on the SignUp genius posted on the Masterman website
- This Friday is a half day for district personal development.
- The 10th grade attended Hamilton as part of the 1,700 student audience.
- The Makerspace has launched in Room 402. Cody Swan will lead a winter enrichment class to learn Adobe Creative Cloud software. A question about the creation of a schedule was asked and Ms. Brown said that would evolve as the space is used.
- Ms. Ballew has returned from maternity leave and Ms. Siu is taking a leave of absence. Ms. Brown has e-mailed the 7th and 11th grade families.
- The SGA is continuing the community collection for gifts for a Masterman family who has been affected by immigration.
- The One Book One Masterman book choice is The Boy Who Harnessed the Wind. Reading the book is optional, but there will be a kickoff assembly and Ms. Kearney is selling copies for \$6.
- The Winter athletics season has begun and information on Middle School basketball has been sent out.

Officer's Reports:

President's Report: - Barbara Dallao

- Barbara reported that she and Ms. Brown have written the Year End Campaign together, which includes three categories for giving. Letters will be mailed the week of December 2 and Barbara asked for help stuffing envelopes.
- Barbara welcomed Jennifer Sorrentino as the Library Committee Co-Chair and thanked the Library Committee for the Fall Book Fair.
- Barbara introduced Middle School Liaisons Erin Cowan and Stephanie Grenier, both 5th grade parents.
- Barbara reported on the work that was done in the HSA closet to remove asbestos. She invited parents and guardians to attend the SAC meeting on November 19 where Paul Bonewicz, Director

of Operations for the School District of Philadelphia, would answer questions on asbestos remediation.

Vice Presidents' Report:

Dawn Baker Levi reported on the Staff Grants, which provide up to \$500/faculty member (\$20,000 budget) for curricular activities/support supplies. We have received 45 applications and faculty will be notified soon. The Grade Grant application process is beginning and Ms. Brown said she will get back to the HSA with a date for the Vice Presidents to present the grant process to the faculty and staff.

Treasurer's Report:

Van Mahlab shared the monthly financial report. She gave an update on the Conflict of Interest statement that each Director is required to sign annually and the Monetary Policy, which will formalize processes pertaining to payments and reimbursements.

Recording Secretary's Report:

Alecia Burke requested that Directors RSVP to monthly meetings using the SignUp Genius that is sent in meeting reminder messages and weekly newsletters.

Committee Reports:

- a. *Academic Affairs* – Mark Bowerman submitted a written report that summarized the October 23rd Generation Stress talk, and the Committees intention for continued coordination with SAC and beginning planning for the next speaker event. SAC into action and that there is a good synergy with SAC. She thanked Mark for his tireless research.
- b. *Auction* – Natasha Andjelkovic reported that the Auction will be Saturday, March 21 at Rodeph Shalom. The ticket price will increase slightly. The Auction Chairs will discuss the paddle raise suggestions with President Barbara Dallao. The committee is trying to reduce paper and will send most invitations via e-mail. The call for Business Sponsorships will begin in next week's newsletter.
- c. *Beautification* – Fritz Dietel reported that eighty-eight people attended the Fall Clean Up Day and all projects were completed. He thanked Isabella Pizza for donating lunch.
- c. *Business Liaison* – Barbara Dallao reported that Avigail Milder is working on the brochure and Ms. Brown has replied to her questions and it will be sent to the printer.
- d. *Communications* - Mike Hoffberg updated on the Directory, reporting that out of 1,200 students we have received completed forms from 800. The information has been sent to the parent volunteer who will format it based on last year's template and the first draft will be ready in a week or so.
- f. *High School Liaison* – Madhu Narula announced the seniors received "Class of 2020" magnets.
- g. *Hospitality* – Faith McCray and Sam Khalifa reported the committee has purchased some new items for use, such as water, so the HSA is not using items from the closet.
- h. *Library* – Jennifer Sorrentino reported that the Book Fair raised about \$%,500, around \$1,000 more than last year. She shared Ms. Kearney's thanks to parent volunteers.
- i. *Logo* – Ray Maisano and Reshma Bennur reported they will be selling LOGO items at conferences. Pop sockets have been added to the stock and will sell for \$5. They are comparing prices for new products.

j. *Membership* – Rebecca Makuen and Anna Padula gave an update on Membership and shared that the first three middle school and high school advisories to reach 100% participation will receive \$125 towards a party and all other advisories to hit 100% will receive \$50 towards a snack day. The committee is making their last push on Giving Tuesday. They also suggested a translation of the membership letter for next year.

k. *Rooftop and Open Spaces* – Avigail Milder submitted a written report: The committee has requested a list of locations in Philadelphia that have the Forms + Surfaces product installed. I followed up again today and was promised a response by tomorrow. We will share that information once we have it. We are also still waiting to hear back from the Building Engineer, whose review and approval of the furniture order is required. The specifications were submitted to him in early October and we emailed Ms. Brown to request an update last week but have not yet heard back. (We) are working to schedule a Rooftop + Open Spaces Committee meeting in the next 2-3 weeks and will post to the HSA newsletter as a means of inviting wider participation from the Masterman Community. We have other 'goodness' in the works, and I look forward to providing a more complete report in December.
Thank you!

n. *Social* – Michelle Brown-Nevers reported the International Family Dinner is planned for January 16 from 6pm-8pm. The committee would like to feature student dancing again. Michelle also said the committee is thinking of small special days to highlight such as "National" days.

q. *Teacher Liaisons* – Ms. Smith offered that the Design Engineering Club might be able to help LOGO with items for sale.

Ad Hoc/Select Committee Reports -.

New Business –

Announcements -

Adjournment

The meeting was adjourned at 7:55 pm EST.

Notes

Next Open Board Meeting scheduled for Wednesday, December 9, 2019 6-8pm Masterman Library

Action Items

Next Meeting Agenda Items

Alecia Burke, Recording Secretary