

Masterman HSA Board Meeting

Wednesday, 1.08.2020

Attendees

Barbara Dallao, Jessica Brown, Alecia Burke, Van Mahlab, Dawn Levi, Madhu Narula, Mike Hoffberg, Anna Padula, Marielle Cohen, Ray Maisano, Sam Khalifa, Jennifer Sorrentino, Kate Smith, Margie Brunner, Faith McCray, Erin Cowan, Jovan Como, Michelle Brown-Nevers, Joy Carpenter, Gloria Leonard, Rebecca Makuen, Yvonne Clayton, Asher Chancey, Sharon Hoffberg

Agenda

The meeting was called to order at 6:17 pm.

Motion made by Dawn Levi and seconded by Erin Cowan to approve meeting minutes of December. The motion passed and the meeting minutes were approved.

Principal's Report: - Jessica Brown

- High School midterms will take place on January 17, 21 and 22. An e-mail blast with details will be sent.
- Second quarter grades are due January 29 and report card conferences will take place on February 3 for 5th and 6th grades, and February 6 and 7 for grades 5-12.
- Coffee with the Principal will be held January 14 at 9am and is an opportunity for informal conversation regarding facilities.
- The student musical Willy Wonka will be presented March 12-14.
- The International Family Dinner will be January 30 with a Latin dance class held before the dinner.
- There is no new update on Masterman facilities. The HSA closet repairs are complete.
- Ms. Brown said the SDP is replacing the lighting in the auditorium, the new screen in the auditorium is getting installed, and there has not been word on the installation of outdoor lighting.

Officer's Reports:

President's Report: - Barbara Dallao

- Barbara shared that at February's HSA meeting we'll recognize Lunar New Year and at the March meeting we'll recognize Black History Month.
- Barbara called on the HSA Board to sign up and attend the International Family Dinner. She asked Teacher Liaisons and Middle School and High School Liaisons to spread the word to families.
- The "Fun, Fitness, Friendship" event dates have been finalized: Indian Bollywood 2/24, Step Club 3/24, Zumba in April, and Yoga on the Roof in May. A parent has also offered to teach a line dancing class.
- Barbara encouraged HSA members to attend SDP School Board Committee meetings and to report back to the Masterman HSA.
- Barbara congratulated parents of seniors on the end of the college submission process.

Vice Presidents' Report – Dawn Levi

- Dawn reported that HSA helped the SGA to purchase the snacks that will be available to High School students during midterms.
- The Grade-Level Grants period has opened, and offer \$1,000 per grade for bonding and fun. Dawn and Michal will coordinate with MS and HS Liaisons and Deans to coordinate applications.

Barbara thanked the Dawn and Michal, Van, and Ms. Brown for finishing the Staff Grant applications.

Treasurer's Report:

Van Mahlab shared the monthly financial report.

Recording Secretary's Report:

Alecia Burke thanked the HSA Board for RSVPing to the meeting. She reported that the HSA is researching the reproduction and enlargement of student art to hang on the school walls. Anyone interested in touring the SDP building at 440 N. Broad Street to see examples is welcome to attend a walk-through. Before the February HSA meeting there will be a "Swap Meet" for attendees to share items. Details and sign-up will be shared in the weekly e-newsletter.

Committee Reports:

a. *Academic Affairs* – Barbara introduced the new committee co-chair Yvonne Clayton. The committee is working with Ms. Brown to set a date for next session of the Speaker Series, which will feature an adolescent pediatrician who is a CHOP substance abuse substance.

b. *Auction* –Natasha Andjelkovic reported that the Auction will be March 21. Ticket sales kicked off on Monday, January 6. There is a small ticket price increase. The committee and subcommittees are working hard on solicitation of items for auction and business sponsorships and fundraising. Send questions to auction@mastermanhsa.com. Sharon Hoffberg reported that through the committees due diligence research they learned no Macbooks in the building work well. Ms. Brown mentioned the need for foreign language software and Sharon will survey faculty to find out the software needs throughout the building, as we have licenses for some software through a WHYY partnership. Barbara asked if the HSA could carve out \$1,000-\$2,000 for recess equipment. Ms. Brown suggested an art fund. All attendees were in favor of moving forward for a paddle raise for Macs to meet technology needs of the entire student body.

c. *Beautification* – Barbara reported that the committee is working to set the date of the Spring Clean Up day, which potentially will be in April. Masterman will work with the SDP in advance of planning any work.

d. *Communications* – Mike Hoffberg reported that the directories have been distributed. Barbara shared that the HSA ordered 200 extra directories to give to incoming Middle School families in the spring. Mike is connecting with other tech parents to improve the committee's internal processes.

e. *High School Liaison* – Madhu Narula said she is working to plan a parent happy hour and to recruit additional parents to help on the High School graduation reception.

e. *Hospitality* – Faith McCray shared that the committee is acclimating to the new HSA closet. Barbara said it's an opportunity to understand the base quantity of items needed.

f. *Library* – Jennifer Sorrentino reported that the Library is a hub for mid-term studying and Ms. Kearney supplies study snacks for the students. **One Book One Masterman**

g. *Logo* – Ray Maisano and Reshma Bennur reported that Logo sales were \$423 at the MS winter concert and \$312 at the HS winter concert.

h. *Membership* – Anna Padula reported that the membership drive has officially concluded and the net total raised was \$90,441.67

i. *Middle School Liaison* – Erin Cowan is working on recruiting homeroom parents.

j. *Orientation* – Asher Chancey said that the committee will begin to plan for spring and fall 2020 orientations.

k. *Social* – Michelle Brown-Nevers reported that 12-15 members of the Social Committee are actively working on plans for the International Dinner. She encouraged all HSA members to sign up soon, as in the past people have been turned away due to full capacity. There will be more robocalls and newsletter announcements publicizing the event. The night will feature student entertainment, henna tattoos, origami, and Latin American mask making. The committee will set up the cafeteria for ease of food serving and needs help the day of the dinner. Ms. Smith is coordinating student volunteers so send students her way. Joy Carpenter is the second chair and taking care of prizes for kids. Michelle proposed celebrating National Muffin day and will confer with Ms. Brown and Barbara. Van reported

that Dawn has a draft of the media release form for Executive Board to review so it can be distributed to students for photos at events, including International Dinner.

I. *Teacher Liaisons* – Ms. Brunner reported that Middle School could use more Chrome carts. She also asked Michelle about the possibility of a roller skating night and Michelle said she'd follow up. Ms. Smith reported that the Gym Department has lost a source of funding for consumable items.

Ad Hoc/Select Committee Reports -.
New Business –
Announcements -
Adjournment

The meeting was adjourned at 7:50 pm EST.

Notes

Next Open Board Meeting scheduled for Monday, February 10, 2020 6-8pm Masterman Library

Action Items

Next Meeting Agenda Items

Alecia Burke, Recording Secretary