

Masterman HSA Board Meeting

Monday, 4.9.2018

Attendees

Judy Mester, Jessica Brown, Fritz Dietel, Marjorie Brunner, Barbara Dallao, Alecia Burke, Natasha Andjelkovic, Kristin McKeown, Michal Leventhal

Agenda

The meeting was called to order at 6:08 pm. There was not a quorum based on the number of attendees, therefore no vote could occur at this meeting.

Corrections to the March meeting minutes were offered. Recording Secretary to make formal changes and resubmit. Motion made by Michal Leventhal and seconded by Barbara Dallao to approve meeting minutes of March as corrected. The motion passed and the meeting minutes were approved.

Old Business - Standard Operating Procedures Update - Michal Leventhal

PowerPoint Presentation given as an update on the SOP's created to this point and plans for future subcommittee work. Plan is to complete SOP manual once all SOP's are received from Standing Committee Chairs by May 1st. Judy Mester requested to have the Powerpoint presentation be submitted to Communications Chair for weekly posting in the newsletter and website under Financials.

Principal's Report: - Jessica Brown

- * Thank you for all the hard work and efforts in making the Auction happen.
- * PSSA's started today. A lot goes into preparing for testing 600 students on the part of teachers and staff. English Language Arts will be 3 days this week, Math 2 days next week and Science 2 days for the 8th grade.
- * Dr. Darren Graves coming to the school from Harvard, recommended by the District, to work with the school around the issues of Diversity. The Diversity Committee from SAC has several goals - to work on programming, working with students to create a play for Diversity Day 5/18/18 and recruiting and retention of students. Dr. Graves will be at the school 3 times this year, about 5-6 hours each visit. The play is to include different scenarios around race and social injustice based on experiences of students and Dr. Graves is to come for this assembly programming.
- * Security - The SDP will fund cameras. After a walk-through, which is to be scheduled, more information will be available. Principal to address security with SAC. Security is additionally needed after school ends when there are games and clubs still in session.

- * Report cards - today is the end of the 3rd quarter.
- * Odyssey of the Mind, High School Chess and Robotics all participating in events.
- * Leslie Odom came to the school, stayed for 20 minutes, an alumnus
- * Rooftop Update - the netting was taken down. Unknown when it will be replaced.
- * Air Conditioners - looking to work on odd numbers side now. 2 more units are needed.
- * 5th grade Expressions Workshop will take place tomorrow. 6th grade is not included at this time. This will happen at a later date. Josh Taiton from SDP is on leave and was going to run the workshop for parents. Concerns were raised that the 4th quarter of the school year is beginning and parents are not informed about resources with the change in curriculum.

President's Report: - Judy Mester

- * Strategic Planning Meeting - May 10th. Advertising to go out. Discussion around new mechanism of communicating via the portal. Parents stated they are unaware of this system. Ms. Brown is continuing to use Edline to communicate but it will not be available much longer. Parents need to sign up for the portal and will get access to student information and emails.
- * Safety - Discussion about clearances and the process for clearances especially around trips. Teachers with trips reminded to get clearances. Principal to work on a process for getting and checking clearances.
- * Thank you to Auction for all your hard work. The event was successful. Final numbers will be coming in the committee report.

Officer's Reports:

Vice Presidents' Report: Barbara Dallao reported:

- * There was a SAC meeting held last week. Principal presented the budget. There was no vote taken.

Treasurer's Report: - Judy reported Andi on the financials for March

Committee Reports:

a. *Academic Affairs* - No new report

b. *Auction* - Natasha Andjelkovic reported that \$142,000.00 was raised. More may be coming in from online auction which ends 4/16/18. Once completed the committee will submit its report. Thank you to everyone for their support with the Auction. A survey will go out. There will be a debrief in May with the full committee. A detailed sales report will provide additional information about preferences and pricing.

c. *Beautification* - Fritz Dietel and Michal Leventhal reported:

* The Spring Work Day will be Saturday, April 28th from 8 am to 2 pm. Art Stiefel is providing a 30 cu yd dumpster. Bhana and Alex Grover are donating a shredder to help clear out the storage closet in the basement. Temple will be sending about 17 volunteers as a part of their day of service.

d. *Business Liaison* - Celmouth Stewart reported:

* The committee is waiting for Principal to work out with the counselors a time to meet with the Marines and is waiting for images from Ms. Tait to finalize outreach sponsor material

- e. *Communications* - Mike Hoffberg presented on the following:
 - * *Social Media*: Linked-In is available for people to join
- f. *High School Liaison* – No new report
- g. *Hospitality* - No new report
- h. *Library* - No new report
- i. *Logo* - No new report
- j. *Membership* - no new report
- k. *Middle School Liaison* - No new report
- l. *Orientation* - 5th/6th grade orientation will take place August 21st and the committee will be involved. Volunteers will be needed.
- m. *Rooftop and Open Spaces* - No new report
- n. *Social* - Van Mahlab reported:
 - * Picnic May 19th, free for all members to attend, FDR park. It will be a barbecue.
- o. *Staff Luncheon* - Barbara Dallao and Natasha Andjelkovic reported:
 - * Now soliciting for the Staff Luncheon. Volunteers will be needed for the event, specifically set-up and clean-up. Sign Up Genius went out via Edline for people to sign up for food and to volunteer. The date of the Staff Luncheon is Friday, May 18th. It is a ½ day for students.
- p. *Student Activities Fundraising* - No new report
- q. *Teacher Liaisons* – No new report

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 Thursday, May 10, 2018 6-8pm Masterman Library

Action Items

1. Principal to follow up with Business Liaison Committee regarding their requests for information on focused items that can be presented to potential sponsors

2. Principal to provide more information about Laps event conversion from HSA to the school and related processes.

Next Meeting Agenda Items

Agenda to be finalized

Michal Leventhal, Recording Secretary