

Masterman HSA Board Meeting and Annual Budget Meeting

Thursday, 6.7.2018

Attendees

Judy Mester, Barbara Dallao, Kristin McKeown, Michal Leventhal, Andrea Shuster, Michael Hoffberg, Sharon Hoffberg, Ray Maisano, Fritz Dietel, Madhu Narula, Alecia Burke, Jessica Brown, Kate Smith, Marjorie Brunner, Amy Weidner, Gloria Leonard, Natasha Andjelkovic

Agenda

The meeting was called to order at 6:04 pm

Motion made by Michal Leventhal to approve meeting minutes of April and May. Seconded by Andrea Shuster. Motion passed and the meeting minutes were approved

Principal's Report: Ms. Brown reported that:

- Laps for Education will take place tomorrow, Friday, June 8th. The cost to register is \$25.00.
- The awards ceremony for High School was held yesterday, June 6th.
- Graduations: Monday June 11th in the morning will be Move Up Day for Middle School 8th graders. Graduation for High School Seniors will take place in the afternoon.
- The list of colleges that our Seniors will be attending was read.
 - 100% of graduates will attend college. 21 students were accepted either through Early Action or Early Decision.
 - There were 8 National Merit finalists and 2 National Merit winners.
 - \$1.4 million was awarded in grants and scholarships
 - 1 student wrote legislation that was passed into law by City Council to ban smoking at bus stops.
 - Citations were presented by City Councilman Al Taubenberger to the soccer team who reached States and to Mr. Gilligan for the mock trial. Highlights will be posted on the Masterman website.
 - Security update: The SDP camera walk-through will happen in the next week and a half. The Homeland Security Officer is scheduled to come next week as well for the school walk-through.

President's Report on Outcomes of Strategic Planning Meeting:

Judy Mester stated the goals of this meeting are to a) gain feedback from Strategic Planning Meeting, b) establish and approve the Budget for next year and c) deliver Dedications as a thank you to the Committee Chairs for their hard work.

Judy presented the feedback given by attendees at the Strategic Planning Meeting in May. Michal Leventhal presented the accomplishments made by the HSA since the previous Strategic Planning Meeting and Call to Action for next year. A calendar will be created out of this document.

Officer's Report:

Treasurer's Report/Annual Budget Presentation:

- Andrea Shuster, Treasurer presented the Annual Budget to the Board. Judy Mester gave an overview of the process of how the budget was created after input from all stakeholders (parents, teachers/Department Chairs, Principal). After discussion and clarification on individual questions a motion was made by Judy Mester to approve the 2018-2019 Masterman HSA Budget without modification, seconded by Barbara Dallao and the motion passed. A motion was made by Andrea Shuster to approve funding the Junior Class Wellness Program as money becomes available within the Budget (cost \$2400.00). Janice LaBella seconded the motion. The motion was passed.

Vice Presidents' Reports:

- Barbara Dallao provided an update on the SAC meeting held this week:
 - The newly-elected SAC members attended (Barbara Dallao, Marc Meola, Maria Kim-Yuen, Jane Lim-Shah, Brian Leventhal, Mark Bowerman and Anne Pomerantz).
 - FACE (Family and Community Engagement) representatives came to give an overview of responsibilities of Phila SD School Advisory Councils.
 - SAC will create in the Fall a Bylaws, Security and Budget Committee.

Committee Reports:

- a. Academic Affairs - No new report
- b. Auction - Natasha Andjelkovic gave a thank you to Madhu Narula for her work as Auction Chair for the last 2 years and introduced Sharon Hoffberg as the new Auction Chair.
 - The Committee is working to staff subcommittees.
 - The Auction overshot its goal by \$50,000.00.
 - Planning is underway for next year.
 - The Committee Co-Chairs met with the Executive Board to discuss feedback after the Auction, needs of the committee going forward and goals for next year.
- c. Beautification - Fritz Dietel reported that 80 people attended the Spring Work Day on Saturday, April 28th from 8:00 am to 2 pm.
 - A 30 cu yd dumpster (donated by Art Steifel) was filled with items from the closet under the stage.
 - The band room, math department office and classrooms were painted.
 - Yard work was done on the exterior.
 - A shredding company (donated by Bhana and Alex Grover) came and took contents from the storage closet in the basement.
- d. Business Liaison - Celmouth Stewart provided a report that the committee has met with Judy Mester providing updates, goals and objectives for finalizing tasks before next school year.

- They are working with images provided by Ms. Tait for a sponsors flyer/brochure.
 - Heather Marcus is the point of contact person for the Marines.
 - The Marines will be engaged to do some things with the school after Stu has had an opportunity to meet with the new commander coming in this month.
- e. Communications - Mike Hoffberg reported that
- LinkedIn has been started. There are over 50 people on it, everyone can join.
 - The committee has set a goal to have a new website for the HSA for next year
 - The committee wants to divvy up lists by grade in order to help class parents' ability to target their grades more easily for and with information about HSA activities.
- f. High School Liaison - Graduation is Monday, 6/11/18 at 5:00 pm followed by a reception hosted by MHSA. Judy Mester stated that Denise Connerty will not be Chair next year. The Executive Board is soliciting names for anyone interested in the position. Please contact.
- g. Hospitality - No new report
- h. Library - Amy Weidner reported on the following:
- The Spring Book sale went well
 - Amy will send Ms. Kearney's blog with information for parents about helpful websites and student books to Mike Hoffberg for posting in the newsletter.
- i. Logo - No new report. Andrea Shuster will ask Reshma Bennur if there were be logo sales at the graduations.
- j. Membership - No new report from the Chair.
- Andrea Shuster reported that the Membership drive raised \$77,000.00 just shy of the budgeted \$80,000.00.
 - Judy Mester reported that Marcie Soslau will not continue as Membership Chair and that Van Mahlab with Dawn Baker Levi will co-chair Membership next year.
- k. Middle School Liaison - No new report. Judy Mester stated that Nicole Figlin will not be Chair next year and that Executive Board is soliciting names for anyone interested in the position. Please contact.
- l. Orientation - Alecia Burke reported that the 5th and 6th grade Orientation will be held at school August 21st and that the committee will be working with Principal on this event.
- Michal Leventhal will forward feedback from the community at the Strategic Planning Committee that pertain to Orientation.
 - The Executive Board will schedule to talk with Chair to provide support and determine needs for the summer event.
- m. Rooftop and Open Spaces - Michal Leventhal reported that the Schrader Group Architectural Firm has been doing pro-bono work to acquire a copy of designs of the building from the School District. These designs are from 1932 and are missing the necessary information about stress and weight loads on the roof. Avigail Milder is talking with the firm about being hired to assess and provide this information in order to determine feasibility of installing shade sails and amphitheatre-style seating on the rooftop.
- n. Social - The barbecue was canceled due to weather and will not be able to be rescheduled this year. The committee will work with Rooftop to create the Rooftop Social in the Fall.
- o. Staff Luncheon - Natasha Andjelkovic reported that the luncheon was held May 18th and was successful with plenty of volunteers and donations presented as gifts for the teachers. Ms. Solis-Cohen sent a thank you card which was circulated.

- p. Student Activities Fundraising - Janice LaBella reported that Laps for Education is no longer an event handled by HSA. Janice has begun to have discussions with and will continue to meet with the Student Government Association and Teacher Sponsor to determine what are the students needs, build an event and raise funds to meet those goals in the next year.
- q. Teacher Liaisons -
 - Ms. Smith gave a thank you for the Staff Luncheon, Clean Up Day (painting the math department office), Teacher Wish List, Teacher Grants, Science Department funding and for meeting with the Department Chairs over needed items.
 - Ms. Brunner will send out requests to the teachers to complete and turn in all receipts to Treasurer by 6/15/18 for reimbursement.

New Business

Ad Hoc/Select Committee Reports

- Amy Weidner reported that the Middle School Move Up Day reception will be held after the ceremony Monday, June 11th in the morning on the patio. She was able to use SignUpGenius to get volunteers and recommends continuing to use this in the future. 13 cases of 40 bottles of water are being donated by the Hoffberg and Segal families. Refreshments will be pretzels and cookies.
- Barbara Dallao reported that the High School Graduation reception will be held after the ceremony Monday, June 11th in the afternoon. There will be 7 sheet cakes with the Masterman dragon, 6 pre-cut, one intact for students to take pictures along with props and a red carpet. Franklin Beverage will donate ice that day.

Announcements

Judy Mester announced that Madhu Narula will present the HSA awards and the Philadelphia Home & School Council grant to graduates who won in a ceremony tomorrow. Judy thanked Madhu for all her work as Auction Chair and past Recording Secretary for the HSA.

Adjournment

The meeting was adjourned at 7:45 pm EST.

Notes

Action Items

1. Michal Leventhal will email feedback from Strategic Planning Meeting that is particular to the SAC, Principal, Orientation and Academic Affairs Committees.

Next Meeting Agenda Items – To be determined prior to next meeting

Michal Leventhal, Recording Secretary

