

Minutes from 10.12 Bylaws meeting:

Attending- Elana Solomon, Nicole Geiger and Mike Hoffman

1. Continued using SDP bylaw sample and Greenfield's SAC Bylaws to use as example in modeling ours.
2. Shared Melanie's (FACE) answers to the following questions:
 - Membership- This is what we should have now in regards to parents and staff. We did not have elections because of COVID, so we are short parents, but when we have elections in the spring this is the balance we are looking for. Our big question is... Is it too many? **My office recommends having no more than 20 because if there are too many members, it might be more difficult to get through a meeting/agenda but that's up to the Principal and SAC.**
 - "THE SAC must include a simple majority of family members. Along with the school principal, school staff and community members. The breakdown of seats will be as follows 14 parents, 1 principal, 1 HSA representative, 2 students (one representative from each school), 5 staff and 2 community members" **Here's what I have in my database for you guys based on the Masterman's website:**
Parents/family: 9
Community member: 1
Staff: 7
Students: 2
 - HSA Representative- Does the Representative from the HSA have to be the President, or can it be an Executive Board member or someone selected by the President? **My office does not have a strict rule on this. It's up to you guys. One of my school asked the HSA president to be a SAC member. I recommend that it shouldn't be just the HSA President's responsibility just in case that person are not able to do it. Whatever you decide, put it into the bylaw.**
 - We should have 2 community members. Ms Brown has picked one in the past few years. This year it is the new Equity liaison for the school. There should be a second one. We were thinking of having it written like this **This needs to be discussed with Principal Brown because she has a say as to how many members are on the SAC and how many people belong to each stakeholder group.**
 - We had one more question in regard to removing members. We would like to be able to elect alternates on stand by in case we have to remove a member. Are we allowed to do this? **If this is something you guys are interested in doing, just make sure you think things through about how that will look like. Who will track the list of alternative members, etc. My recommendation is that people who are interested in being a part of the SAC, should fill out an application. If someone was asked to leave because they were not being active...you can go to that pool of applicants then vote out the inactive member and vote in whoever the new member. However you guys decide to it, just make sure its in bylaws.**
 - If you are absent for 2 consecutive meetings without prior notification, SAC will remove the member for failure to satisfy any SAC responsibilities as set forth herein. The vacancy will be filled at the next election cycle. (OR WITH AN ALTERNATE???)- MELANIE- can we have elections for that? (oops- forgot to ask Melanie this--- will send another email. **Are you guys sure about the 2 meetings? In my opinion that is a little low. Just my opinion.**
 - About the number of parents having to be 51% of SAC. Is that still in effect? A member feels like they recently read in FACE SAC documents that there was a change to this a few years ago 2016-7 maybe and it is not the case anymore? **About parents being 51% is not the case any more. We are asking that for each stakeholder groups, that parent/family group have the largest representation. For example, if there is 2 students, 1 staff, and 3 community, then the parent group should have 4 members. I hope this make sense.**

3. Worked on and finalized drafts for membership, elections and working on officers. Need to hear from Ms Brown what she thinks of her proposed role as facilitator. Sent her an email 10/27. She responded she would look at it at a later date as there is a lot going on in the school right now. Will resend after the next meeting.
4. Next meeting Monday, November 9 at 7:30 for anyone who would like to join. Email esolomon@philasd.org for the Zoom link
5. Goal is to complete the bylaws for feedback and input in December and voting early in the new year.