

Board of Trustees Meeting Minutes

April 22, 2020

6:00 – 7:30p

Virtual Meeting: (646) 876-9923, 91197574023#

<https://zoom.us/j/91197574023>

Roll Call:

MCHS: Bob Victor, Gerry Emery, Robin Olanrewaju (joined at 6:12p); Quorum: 3/3
MCS: Hosea Harvey, Sulaiman Rahman, Stacey Sellers, Judith Tschirgi, Suzanne Biemiller, John Walsh, Don Kimelman; Absent: Markida Ross; Quorum: 7/8

Meeting opened at 6:02p

I. Action Resolutions

- Accept March 18, 2020 Board Meeting Minutes

R-202204-01a (MCHS)

Resolved, to accept the minutes of the Board meeting of Mastery Charter High School from March 18, 2020 as presented on page 2, Attachment 1 of the Resolution Packet.

- After board discussion the following resolution was adopted: Motion to approve R-202204-01a: Gerry Emery; Second: Bob Victor; Motion passes with unanimous approval.

R-202204-01b (All Boards, No MCHS)

Resolved, to accept the minutes of the Board meetings of Mastery Charter Thomas Campus, Mastery Charter Shoemaker Campus, Mastery Charter Pickett Campus, Mastery Charter Mann Elementary, Mastery Charter Harrity Elementary, Mastery Charter Smedley Elementary, Hardy Williams Academy Mastery Charter, Simon Gratz High School Mastery Charter, Mastery Charter Clymer Elementary, Grover Cleveland Mastery Charter, Pastorius-Richardson Mastery Charter, Frederick Douglass Mastery Charter, Mastery Charter John Wister Campus, and Mastery Prep Elementary Charter School from March 18, 2020 as presented on page 2, Attachment 1 of the Resolution Packet.

- After board discussion the following resolution was adopted: Motion to approve R-202204-01b: Suzanne Biemiller; Second: Sulaiman Rahman; Motion passes with unanimous approval.

Hiring, Termination, Transfer Approvals

R-202204-02a (MCHS)

Resolved, to ratify Mastery Charter High School staff hired between March 5, 2020 and April 2, 2020 as presented on page 7, Attachment 2 of the Resolution Packet.

- After board discussion the following resolution was adopted: Motion to approve R-202204-02a: Gerry Emery; Second: Bob Victor; Motion passes with unanimous approval.

R-202204-02b (All Boards, No MCHS)

Resolved, to ratify Mastery Charter Schools staff hired between March 5, 2020 and April 2, 2020 as presented on page 7, Attachment 2 of the Resolution Packet.

- After board discussion the following resolution was adopted: Motion to approve R-202204-2b: Suzanne Biemiler; Second: Sulaiman Rahman; Motion passes with unanimous approval.

R-202204-03a (MCHS)

Resolved, to ratify separations from Mastery Charter High School between March 5, 2020 and April 2, 2020 as presented on page 7, Attachment 2 of the Resolution Packet.

- After board discussion the following resolution was adopted: Motion to approve R-202204-03a: Gerry Emery; Second: Bob Victor; Motion passes with unanimous approval.

R-202204-03b (All Boards, No MCHS)

Resolved, to ratify separations from Mastery Charter Schools between March 5, 2020 and April 2, 2020 as presented on page 7, Attachment 2 of the Resolution Packet.

- After board discussion the following resolution was adopted: Motion to approve R-202204-3b: Stacey Sellers; Second: Sulaiman Rahman; Motion passes with unanimous approval.

II. Academics (Jeff Pestrak)

- Presentation & discussion about Continuity of Education Plan

R-202204-04a (MCHS)

Resolved, to accept the Continuity of Education plan as presented on page 11 of this packet.

- After board discussion the following resolution was adopted: Motion to approve R-202204-04a: Gerry Emery; Second: Bob Victor; Motion passes with unanimous approval.

R-202204-04b (All Boards, No MCHS)

Resolved, to accept the Continuity of Education plan as presented on page 11 of this packet.

- After board discussion the following resolution was adopted: Motion to approve R-202204-04b: Don Kimelman; Second: Sulaiman Rahman; Motion passes with unanimous approval.

III. Finance (Yonca Agatan)

- Brief update about financial planning for SY21

R-202204-05a (MCHS)

Resolved, to ratify the Pennsylvania Department of Education Continuity of Education and Equity grant application submitted for Mastery Charter High School.

- After board discussion the following resolution was adopted: Motion to approve R-202204-05a: Gerry Emery; Second: Bob Victor; Motion passes with unanimous approval.

R-202204-05b (All Boards, No MCHS)

Resolved, to ratify the Pennsylvania Department of Education Continuity of Education and Equity grant applications submitted for Mastery Charter Thomas Campus, Mastery Charter Shoemaker Campus, Mastery Charter Pickett Campus, Mastery Charter School John Wister Campus, Mastery Charter Gratz Campus, Mastery Prep Elementary Charter School, Mastery Charter Harrity Elementary, Mastery Charter Mann Elementary, Mastery Charter Smedley Elementary, Mastery Charter Hardy Williams Academy, Mastery Charter Clymer Elementary, Grover Cleveland Mastery Charter School, Pastorius-Richardson Mastery Charter School, and Frederick Douglass Mastery Charter School.

- After board discussion the following resolution was adopted: Motion to approve R-202204-05b: Suzanne Biemiller; Second: Sulaiman Rahman; Motion passes with unanimous approval.

R-202204-06a (MCHS)

Resolved, to ratify the Payroll Protection Program loan application submitted for Mastery Charter High School.

- After board discussion the following resolution was adopted: Motion to approve R-202204-06a: Gerry Emery; Second: Bob Victor; Motion passes with unanimous approval.

R-202204-06b (All Boards, No MCHS)

Resolved, to ratify the Payroll Protection Program loan applications submitted for Mastery Charter Thomas Campus, Mastery Charter Shoemaker Campus, Mastery Charter Pickett Campus, Mastery Charter School John Wister Campus, Mastery Charter Gratz Campus, Mastery Prep Elementary Charter School, Mastery Charter Harrity Elementary, Mastery Charter Mann Elementary, Mastery Charter Smedley Elementary, Mastery Charter Hardy Williams Academy, Mastery Charter Clymer Elementary, Grover Cleveland Mastery Charter School, Pastorius-Richardson Mastery Charter School, and Frederick Douglass Mastery Charter School.

- After board discussion the following resolution was adopted: Motion to approve R-202204-06b: Suzanne Biemiler; Second: Sulaiman Rahman; Motion passes with unanimous approval.

IV. Human Resources (Laura Clancy)

R-202204-07a (MCHS)

Resolved, to adopt the SY21 salary scales for PA leaders and staff, as presented on page 6 of this packet.

- After board discussion the following resolution was adopted: Motion to approve R-202204-07a: Gerry Emery; Second: Bob Victor; Motion passes with unanimous approval.

R-202204-07b (All Boards, No MCHS)

Resolved, to adopt the SY21 salary scales for PA leaders and staff, as presented on page 6 of this packet.

- After board discussion the following resolution was adopted: Motion to approve R-202204-07b: Suzanne Biemiller; Second: Sulaiman Rahman; Motion passes with unanimous approval.

V.CEO Report

- Closure Updates
- Health and Morale Updates
- Emergency Food Service Distribution Updates
- Computer Distribution Updates
- Fundraising Campaign Updates

R-202204-08a (MCHS)

Resolved, to change the 2019-20 school calendar to make April 28th a school day and school is closed for students and staff on June 2nd to reflect the date change for primary elections in Pennsylvania.

- After board discussion the following resolution was adopted: Motion to approve R-202204-08a: Gerry Emery; Second: Bob Victor; Motion passes with unanimous approval.

R-202204-08b (All Boards, No MCHS)

Resolved, to change the 2019-20 school calendar to make April 28th a school day and school is closed for students and staff on June 2nd to reflect the date change for primary elections in Pennsylvania.

- After board discussion the following resolution was adopted: Motion to approve R-202204-08b: Suzanne Biemiller; Second: Sulaiman Rahman; Motion passes with unanimous approval.

VI.CEO Compensation

R-202204-09 (MCHS)

Resolved, Mastery Charter High School adopt the recommendation of the Compensation Advisory Board regarding Scott Gordon's FY20 compensation retroactive to August 5, 2019 and payment of the FY19 bonus, and direct Yonca Agatan, CFO, to develop a payment schedule, subject to approval of the Board Chair, for that compensation.

- After board discussion the following resolution was adopted: Motion to approve R-202204-09: Gerry Emery; Second: Bob Victor; Motion passes with unanimous approval.

Additional Discussion:

- Board requested management to come back with a technology integration proposal. Board requested management to move to 1:1 computing technology in anticipation of the need for technology use in the fall.
- Board gave consent to loan out computers to grades K-2.
- All other Board members comfortable with CEO salary recommendation.

End

- Public Comment: No public comment
- Boards adjourned at 7:06p

Board of Mastery Charter Schools
5700 Wayne Avenue
Philadelphia, PA 19144

April 15, 2020

To the Board of Mastery Charter Schools,

This letter is to inform you of the results of the FY19 compensation process for Scott Gordon, CEO of Mastery Schools. The Compensation Advisory Board, consisting of Judith Tschirgi, Sulaiman Rahman, John Walsh, Jim Sheward (i.e., Board Chair for Mastery Schools of Camden), and myself, serving as Chair, interviewed numerous staff members, reviewed our results by phone and then reviewed with Mr. Gordon between November 2019 and February 2020.

In line with other senior leaders of Mastery Charter Schools, the Compensation Advisory Board recommends a 4% increase in Mr. Gordon's base salary for FY20, retroactive to August 5, 2019. Mr. Gordon's FY20 base salary will be \$224,624. We note that Mr. Gordon's salary for FY19 was flat to FY18. We also note the current plan in light of the Covid-19 crisis, is to hold Mr. Gordon's base salary flat for FY21.

Based on Mr. Gordon's performance vs. his goals during FY19, Mr. Gordon earned 87.5% of his bonus potential of 10% of his base salary. Based on his FY19 salary of \$215,985, the Compensation Advisory Board recommends a bonus of \$18,899.

Thank you for your attention to this matter. Please contact me if you have any questions.

Sincerely,

Robert S Victor
Mastery Schools Board Chair and Head of Compensation Committee
CC: Judith Tschirgi, Jim Sheward, Sulaiman Rahman, John Walsh, Bob O'Donnell