

## Board of Trustees Meeting Minutes

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March 17, 2021, 6:00 – 8:00p

Audio and Video: <https://masterycharter.zoom.us/j/92426039109>

Audio: 646-876-9923, 92426039109

Roll Call:

MCHS: Bob Victor, Gerry Emery; Absent: Davina Dukes; Quorum:2/3

MCS: Suzanne Biemiller, Don Kimelman, Hosea Harvey, Judith Tschirgi, Roy Wade, John Walsh, Kristina Wilkerson, Sulaiman Rahman, Markida Ross; Quorum: 9/9

Meeting Start at: 6:05 pm

### I. Action Resolutions

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- Accept Board Meeting Minutes  
R-210317-01a (MCHS)  
Resolved, to accept the minutes of the Board meeting of Mastery Charter High School from February 17, 2021 as presented.
- After board discussion 210317-01a was adopted: Motion to approve R-210317-01a: Gerry Emery; Second: Bob Victor; Motion passes with unanimous approval.
- R-210317-01b (All Boards, No MCHS)  
Resolved, to accept the minutes of the Board meetings of Mastery Charter School Thomas Campus, Mastery Charter School Shoemaker Campus, Mastery Charter School Pickett Campus, Mastery Charter School Mann Elementary, Mastery Charter School Harrity Elementary, Mastery Charter School Smedley Elementary, Mastery Charter School Hardy Williams Academy, Mastery Charter School Gratz Campus, Mastery Charter School Clymer Elementary, Mastery Charter School Cleveland Elementary, Mastery Charter School Pastorius-Richardson Elementary, Frederick Douglass Mastery Charter School, Mastery Charter School John Wister Elementary, and Mastery Prep Elementary Charter School from February 17, 2021 as presented.  
After board discussion R-210317-01b was adopted. Motion to approve R-210317-01b: Suzanne Biemiller; Second: Don Kimelman; Motion passes with unanimous approval.
- Hiring, Separation Approvals  
R-210317-02 (All Boards, No MCHS)  
Resolved, to ratify Mastery Charter Schools staff hired between February 6, 2021 and March 5, 2021 as presented.  
After board discussion R-210317-02 was adopted. Motion to approve R-210317-02: Suzanne Biemiller; Second: Sulaiman Rahman; Motion passes with unanimous approval.
- R-210317-03a (MCHS)  
Resolved, to ratify separations from Mastery Charter High School between February 6, 2021 and March 5, 2021 as presented.

After board discussion R-210317-03a was adopted. Motion to approve R-210317-03a: Gerry Emery; Second: Bob Victor; Motion passes with unanimous approval.

- R-210317-03b (All Boards, No MCHS)  
Resolved, to ratify separations from Mastery Charter Schools between February 6, 2021 and March 5, 2021 as presented.  
After board discussion R-210317-3b was adopted. Motion to approve R-210317-03b: Suzanne Biemiller; Second: Markida Ross; Motion passes with unanimous approval.

## II. Human Resources (Charity Hughes)

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- R-210317-04a (MCHS)  
Resolved, to allow Staff to take up to one paid day to recuperate after a COVID-19 vaccination dosage in addition to their regular Personal Time Off (PTO).  
After board discussion 210317-04a was adopted. Motion to approve R-210317-04a: Gerry Emery; Second: Bob Victor; Motion passes with unanimous approval.
- R-210317-04b (All Boards, No MCHS)  
Resolved, to allow Staff to take up to one paid day to recuperate after a COVID-19 vaccination dosage in addition to their regular Personal Time Off (PTO).  
After board discussion 210317-04b was adopted. Motion to approve R-210317-04b: Suzanne Biemiller; Second: Markida Ross; Motion passes with unanimous approval.
- R-210317-05a (MCHS)  
Resolved, that the proposed school-based salary scales, including the building substitute scale, be adopted for SY21-22.  
After board discussion 210317-05a was adopted. Motion to approve R-210317-05a: Gerry Emery; Second: Bob Victor; Motion passes with unanimous approval.
- R-210317-05b (All Boards, No MCHS)  
Resolved, that the proposed school-based salary scales, including the building substitute scale, be adopted for SY21-22.  
After board discussion 210317-05b was adopted. Motion to approve R-210317-05b: Suzanne Biemiller; Second: Markida Ross; Motion passes with unanimous approval.
- R-210317-06a (MCHS)  
Resolved, that the proposed NST Senior Director Salary scale be adopted for SY21-22.  
After board discussion 210317-06a was adopted. Motion to approve R-210317-06a: Gerry Emery; Second: Bob Victor; Motion passes with unanimous approval.
- R-210317-07a (MCHS)  
Resolved, that other leadership incentives including summer schedule, sabbaticals, and experience “wisdom” bonuses proposed be adopted for SY21-22.  
After board discussion 210317-04-07a was adopted. Motion to approve R-210317-07a: Gerry Emery; Second: Bob Victor; Motion passes with unanimous approval.

- R-210317-07b (All Boards, No MCHS)  
Resolved, that other leadership incentives including summer schedule, sabbaticals, and experience “wisdom” bonuses proposed be adopted for SY21-22.  
After board discussion 210317-04b-07b was adopted. Motion to approve R-210317-07b: Suzanne Biemiller; Second: Markida Ross; Motion passes with unanimous approval.

*Additional Discussion:*

- Chief Talent Officer (CTO) presented Compensation Updates and Leader Retention Strategies, including wisdom bonuses and other incentives.
- Board inquired about whether Professional Development during paid leave was a requirement and how it would be verified/monitored.
- CTO noted that an update will be provided at an upcoming board meeting about teacher retention bonuses.

### III. Finance (Yonca Agatan)

- R-210317-08a (MCHS)  
Resolved, to appoint CliftonLarsonAllen (“CLA”) to perform audit and tax services for all Mastery schools for the fiscal year ending June 30, 2021.  
After board discussion 210317-08a was adopted. Motion to approve R-210317-08a: Gerry Emery; Second: Bob Victor; Motion passes with unanimous approval.
- R-210317-08b (All Boards, No MCHS)  
Resolved, to appoint CliftonLarsonAllen (“CLA”) to perform audit and tax services for all Mastery schools for the fiscal year ending June 30, 2021.  
After board discussion 210317-08b was adopted. Motion to approve R-210317-08b: Suzanne Biemiller; Second: Markida Ross; Motion passes with unanimous approval.

*Additional Discussion:*

- Chief Financial Officer (CFO) presented the FY21 forecast for the remainder of the year; as of January – there is a \$21 mm surplus position, with 80% of this surplus pandemic-driven savings for the year.
- CFO reported on capital projects update. HVAC work planned for reopening has been completed.
- G. Emery concurred that CLA is one of the leaders in the industry.

### IV. CEO Report (Scott Gordon)

- R-210317-09a (MCHS)  
Resolved, to revise the SY21 calendar as presented.
- After board discussion 210317-04-09a was adopted. Motion to approve R-210317-09a: Gerry Emery; Second: Bob Victor; Motion passes with unanimous approval.
- R-210317-09b (All Boards, No MCHS)  
Resolved, to revise the SY21 calendar as presented.
- After board discussion 210317-09b was adopted. Motion to approve R-210317-09b: Suzanne Biemiller; Second: Markida Ross; Motion passes with unanimous approval.

- R-210317-010a (MCHS)  
Resolved, to adopt the SY22 calendar as well as the revision to our calendar logic for kindergarten start dates as presented.
- After board discussion 210317-04-10a was adopted. Motion to approve R-210317-10a: Gerry Emery; Second: Bob Victor; Motion passes with unanimous approval.
- R-210317-10b (All Boards, No MCHS)  
Resolved, to adopt the SY22 calendar as well as the revision to our calendar logic for kindergarten start dates as presented.
- After board discussion 210317-10b was adopted. Motion to approve R-210317-10b: Suzanne Biemiller; Second: Judith Tschirgi; Motion passes with unanimous approval.
  
- R-210317-011a (MCHS)  
Resolved, to approve summer program as described and authorize Scott Gordon to take necessary steps to contract with successful bidders on the RFP.  
After board discussion 210317-04-011a was adopted. Motion to approve R-210317-11a: Gerry Emery; Second: Bob Victor; Motion passes with unanimous approval.
- R-210317-011b (All Boards, No MCHS)  
Resolved, to approve summer program as described and authorize Scott Gordon to take necessary steps to contract with successful bidders on the RFP.  
After board discussion 210317-04-011b was adopted. Motion to approve R-210317-11b: Suzanne Biemiller; Second: Kristina Wilkerson; Motion passes with unanimous approval.

*Additional Discussion:*

- CEO gave update on students returning to buildings; nearly half of all families selected an in-person option.
- Board reviewed SY22 planning strategy presentation.
  - Mastery will provide families the opportunity to participate in summer learning.
  - Board requested to review metrics and comparison of growth pre vs. post pandemic.
  - Management and board engaged in a discussion on virtual school. Board requested that management bring logic about how/when a virtual school would be launched, as well as rationale/process for how we will decide to sunset virtual school.

**V. End**

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1. No public comments
2. Boards adjourned at 7:59pm