Board of Trustees Meeting Minutes

May 19, 2021, 6:00 – 8:00p
Audio and Video: https://masterycharter.zoom.us/j/95825188158
Audio: 646-876-9923, 95825188158

Roll Call:
MCHS: Bob Victor, Gerry Emery, Davina Dukes; Quorum: 3/3

MCS: Suzanne Biemiller (joined at 6:27pm), Kristina Wilkerson, Markida Ross, Sulaiman Rahman, Hosea Harvey, Roy Wade (joined at 6:35pm), John Walsh, Don Kimelman; Absent: Judith Tschirgi; Quorum: 8/9

Meeting Start at: 6:02pm

I. Action Resolutions

- Accept Board Meeting Minutes
  R-210519-01a (MCHS)
  Resolved, to accept the minutes of the Board meeting of Mastery Charter High School from April 21, 2021 as presented.
- After board discussion R-210519-01a was adopted: Motion to approve R-210519-01a: Dee Dukes; Second: Gerry Emery; Motion passes with unanimous approval.
- R-210519-01b (All Boards, No MCHS)
- After board discussion R-210519-01b was adopted: Motion to approve R-210519-01b: Kristina Wilkerson; Second: Markida Ross; Motion passes with unanimous approval.

- Accept Board Meeting Schedule
- R-210519-2a (MCHS)
  Resolved, to approve the proposed calendar for the Board of Trustees meetings for 2020-2021 as presented.
- After board discussion R-210519-02a was adopted: Motion to approve R-210519-02a: Gerry Emery; Second: Davina Dukes; Motion passes with unanimous approval.
- R-210519-2b (All Boards, No MCHS)
  Resolved, to approve the proposed calendar for the Board of Trustees meetings for 2020-2021 as presented.
- After board discussion R-210519-02b was adopted: Motion to approve R-210519-02b: Sulaiman Rahman; Second: Markida Ross; Motion passes with unanimous approval.

- Hiring, Separation, Transfer Approvals
- R-210519-03a (MCHS)
  Resolved, to ratify Mastery Charter High School staff hired between April 10, 2021 and May 7, 2021, as presented.
• After board discussion R-210519-03a was adopted: Motion to approve R-210519-03a: Gerry Emery; Second: Davina Dukes; Motion passes with unanimous approval.

• **R-210519-03b (All Boards, No MCHS)**  
  Resolved, to ratify Mastery Charter Schools staff hired between April 10, 2021 and May 7, 2021, as presented.  
  After board discussion R-210519-03b was adopted: Motion to approve R-210519-03b: Kristina Wilkerson; Second: Markida Ross; Motion passes with unanimous approval.

• **R-210519-04a (MCHS)**  
  Resolved, to ratify separations from Mastery Charter High School between April 10, 2021 and May 7, 2021 as presented.  
  After board discussion R-210519-04a was adopted: Motion to approve R-210519-04a: Gerry Emery; Second: Davina Dukes; Motion passes with unanimous approval.

• **R-210519-04b (All Boards, No MCHS)**  
  Resolved, to ratify separations from Mastery Charter Schools between April 10, 2021 and May 7, 2021 as presented.  
  After board discussion R-210519-04b was adopted: Motion to approve R-210519-04b: Kristina Wilkerson; Second: Markida Ross; Motion passes with unanimous approval.

• **R-210519-05 (All Boards, No MCHS)**  
  Resolved, to ratify transfers within Mastery Charter Schools between April 10, 2021 and May 7, 2021 as presented.  
  After board discussion R-210519-05 was adopted: Motion to approve R-210519-05: Kristina Wilkerson; Second: Markida Ross; Motion passes with unanimous approval.

II. Human Resources (Charity Hughes)

• **R-210519-07a (MCHS)**  
  Resolved, that the proposed teacher retention incentive strategy is approved, total cost up to $3.5 million over 2 years, capped at $8 thousand per teacher.  
  After board discussion R-210519-07a was adopted: Motion to approve R-210519-07a: Gerry Emery; Second: Davina Dukes; Motion passes with unanimous approval.

• **R-210519-07b (All Boards, No MCHS)**  
  Resolved, that the proposed teacher retention incentive strategy is approved, total cost up to $3.5 million over 2 years, capped at $8 thousand per teacher.  
  After board discussion R-210519-07b was adopted: Motion to approve R-210519-07b: Kristina Wilkerson; Second: Markida Ross; Motion passes with unanimous approval.

Additional Discussion:
- Chief Talent Officer (CTO) presented overview of teacher retention strategy & results (significant improvement from the past)
- CTO presented commonly reported challenges to teacher retention.
- Because long-term staff retention is key to our ongoing **Continuous Improvement** and meeting our mission goals & a competitive compensation package is critical to our employee value proposition, CTO presented a teacher retention incentive strategy for approval.
- CTO will present results from teacher insight survey in future meeting.
- Board encouraged Chief Talent Officer to think about long term implications of incentive program and to come back with a proposal for other staff members.

III. Finance Report (Yonca Agatan)

Additional Discussion:
• Chief Financial Officer (CFO) presented enrollment summary (tracking well compared to budget targets)
• CFO presented school financials (forecasted vs. actual)
  o Schools leveraging savings to support instruction & students

IV. CEO Report (Scott Gordon)

Additional Discussion:
• All schools & grades are offering in-person. Schools are planning to open 5 days/week next year, with an exception policy (to be discussed at next board meeting)
• CEO presented RP3 results.
• CEO gave an update on the capital plan. Goals:
  o Meet ASHRAE fresh air circulation standards
  o Major maintenance issues addressed
  o Energy-savings considered

V. Compliance (Michael Patron)
• R-210519-08a (MCHS)  
  Resolved, to adopt the Mastery Students Experiencing Homelessness Policy as presented.
  After board discussion R-210519-08a was adopted: Motion to approve R-210519-08a: Gerry Emery; Second: Davina Dukes; Motion passes with unanimous approval.
• R-210519-08b (All Boards, No MCHS)  
  Resolved, to adopt the Mastery Students Experiencing Homelessness Policy as presented.
  After board discussion R-210519-08b was adopted: Motion to approve R-210519-08b: Kristina Wilkerson; Second: Markida Ross; Motion passes with unanimous approval.

• R-210519-09a (MCHS)  
  Resolved, to approve the Flexible Instructional Day plan for submission to the Pennsylvania Department of Education.
  After board discussion R-210519-09a was adopted: Motion to approve R-210519-09a: Gerry Emery; Second: Davina Dukes; Motion passes with unanimous approval.
• R-210519-09b (All Boards, No MCHS)  
  Resolved, to approve the Flexible Instructional Day plan for submission to the Pennsylvania Department of Education.
  After board discussion R-210519-09b was adopted: Motion to approve R-210519-09b: Kristina Wilkerson; Second: Markida Ross; Motion passes with unanimous approval.

• R-210519-10 (Pickett and Cleveland Board)  
  Resolved, to submit to the School District of Philadelphia’s Charter School Office letters of intent to renew the charters for Pickett and Cleveland during the 2021-22 school year.
  After board discussion R-210519-10 was adopted: Motion to approve R-210519-10: Kristina Wilkerson; Second: Markida Ross; Motion passes with unanimous approval.

Additional Discussion:
• Board requested a short description of how the homelessness policy is working in a future meeting.

VI. End
1. No public comment
2. Boards adjourned at 7:57pm