



Mastery Charter Schools

**Mastery Charter High School
Board of Trustees Meeting**

**Mastery Charter School Thomas Campus
Board of Trustees Meeting**

**Mastery Charter School Shoemaker Campus
Board of Trustees Meeting**

**Mastery Charter School Pickett Campus
Board of Trustees Meeting**

**Mastery Charter School Harrity Elementary
Board of Trustees Meeting**

**Mastery Charter School Mann Elementary
Board of Trustees Meeting**

**Mastery Charter School Smedley Elementary
Board of Trustees Meeting**

**Mastery Charter School Clymer Elementary
Board of Trustees Meeting**

**Mastery Charter School Gratz Campus
Board of Trustees Meeting**

**Mastery Charter School Hardy Williams Academy
Board of Trustees Meeting**

**Mastery Charter School Cleveland Elementary
Board of Trustees Meeting**

**Mastery Charter School Pastorius-Richardson Elementary
Board of Trustees Meeting**

**Frederick Douglass Mastery Charter School
Board of Trustees Meeting**

**Mastery Charter School John Wister Elementary
Board of Trustees Meeting**

**Mastery Prep Elementary Charter School
Board of Trustees Meeting**



BOARD OF TRUSTEES MEETING AGENDA

February 16, 2022

6:00 – 8:00p

Meeting Held Virtually Using Zoom

I. Roll Call

MCHS: Michael Haugen, Bob Victor; Absent: Dee Dukes; Quorum: 2/3

MCS: Don Kimelman, Judy Tschirgi, Suzanne Biemiller, Hosea Harvey, Kristina Wilkerson, Gerry Emery, John Walsh, Roy Wade; Absent: Markida Ross, Sulaiman Rahman; Quorum: 8/10

II. Action Resolutions

- **Accept Board Meeting Minutes**

- **R-220216-1a (MCHS)**

- **Resolved**, to accept the minutes of the Board meeting of Mastery Charter High School from January 19, 2022 as presented.

- After board discussion 220216-1a was adopted: Motion to approve 220216-1a: Michael Haugen; Second: Bob Victor; Motion passes with unanimous approval.

- **R-220216-1b (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 January 19, 2022 as presented.

- After board discussion 220216-1b was adopted: Motion to approve 220216-1b: Kristina Wilkerson; Second: Don Kimelman; Motion passes with unanimous approval.

- **Hiring, Separation, Transfer Approvals**

- **R-220216-2a (MCHS)**

- **Resolved**, to ratify Mastery Charter High School staff hired between January 8, 2022 and February 4, 2022, as presented.

- After board discussion 220216-2a was adopted: Motion to approve 220216-2a: Michael Haugen; Second: Bob Victor; Motion passes with unanimous approval.

- **R-220216-2b (All Boards, No MCHS)**

- **Resolved**, to ratify Mastery Charter Schools staff hired between January 8, 2022 and February 4, 2022, as presented.

- After board discussion 220216-2b was adopted: Motion to approve 220216-2b: Kristina Wilkerson; Second: Don Kimelman; Motion passes with unanimous approval.



R-220216-3a (MCHS)

Resolved, to ratify separations from Mastery Charter High School between January 8, 2022 and February 4, 2022 as presented.

- After board discussion 220216-3a was adopted: Motion to approve 220216-3a: Michael Haugen; Second: Bob Victor; Motion passes with unanimous approval.

R-220216-3b (All Boards, No MCHS)

Resolved, to ratify separations from Mastery Charter Schools between January 8, 2022 and February 4, 2022 as presented.

- After board discussion 220216-3b was adopted: Motion to approve 220216-3b: Kristina Wilkerson; Second: Don Kimelman; Motion passes with unanimous approval.

R-220216-4a (MCHS)

Resolved, to ratify transfers to and from Mastery Charter High School between January 8, 2022 and February 4, 2022 as presented.

- After board discussion 220216-4a was adopted: Motion to approve 220216-4a: Michael Haugen; Second: Bob Victor; Motion passes with unanimous approval.

R-220216-4b (All Boards, No MCHS)

Resolved, to ratify transfers between Mastery Charter Schools between January 8, 2022 and February 4, 2022 as presented.

- After board discussion 220216-4b was adopted: Motion to approve 220216-4b: Kristina Wilkerson; Second: Don Kimelman; Motion passes with unanimous approval.

III. Staff Incentives and SY22-23 Salary Scales (Dr. Charity Hughes)

R-220216-5a (MCHS)

Resolved, to ratify a \$250 incentive for staff who verified receipt of the COVID booster immunization by January 19th, 2022.

- After board discussion 220216-5a was adopted: Motion to approve 220216-5a: Michael Haugen; Second: Bob Victor; Motion passes with unanimous approval.

R-220216-5b (All Boards, No MCHS)

Resolved, to ratify a \$250 incentive for staff who verified receipt of the COVID booster immunization by January 19th, 2022.

After board discussion 220216-5b was adopted: Motion to approve 220216-5b: Kristina Wilkerson; Second: Don Kimelman; Motion passes with unanimous approval.

R-220216-6a (MCHS)

Resolved, that principal incentives including recommitment program, wellness bonus, professional development reimbursements, leader coaching and administrative support be adopted for SY22-23, as presented.

- After board discussion 220216-6a was adopted: Motion to approve 220216-6a: Michael Haugen; Second: Bob Victor; Motion passes with unanimous approval.



R-220216-6b (All Boards, No MCHS)

Resolved, that principal incentives including recommitment program, wellness bonus, professional development reimbursements, leader coaching and administrative support be adopted for SY22-23, as presented.

- After board discussion 220216-6b was adopted: Motion to approve 220216-6b: Kristina Wilkerson; Second: Don Kimelman; Motion passes with unanimous approval.

R-220216-7a (MCHS)

Resolved, that the proposed assistant principal retention bonus is approved, as presented.

- After board discussion 220216-7a was adopted: Motion to approve 220216-7a: Michael Haugen; Second: Bob Victor; Motion passes with unanimous approval.

R-220216-7b (All Boards, No MCHS)

Resolved, that the proposed assistant principal retention bonus is approved, as presented.

- After board discussion 220216-7b was adopted: Motion to approve 220216-7b: Kristina Wilkerson; Second: Don Kimelman; Motion passes with unanimous approval.

R-220216-8a (MCHS)

Resolved, that the proposed school-based staff salary scales be adopted for SY22-23.

- After board discussion 220216-8a was adopted: Motion to approve 220216-8a: Michael Haugen; Second: Bob Victor; Motion passes with unanimous approval.

R-220216-8b (All Boards, No MCHS)

Resolved, that the proposed school-based staff salary scales be adopted for SY22-23.

- After board discussion 220216-8b was adopted: Motion to approve 220216-8b: Kristina Wilkerson; Second: Don Kimelman; Motion passes with unanimous approval.

R-220216-9a (MCHS)

Resolved, to change the End of Year (EOY) pay eligibility policy for all full and part-time employees as follows, effective this school year:

- Employees hired or who change roles on or prior to April 30th are eligible for an increase.
- A 2% cost of living adjustment may be applied for new staff hired within 90 days of April 30th or if there is not sufficient performance data.
- Employees hired after April 30th are not eligible for an increase until the following school year.
- After board discussion 220216-9a was adopted: Motion to approve 220216-9a: Michael Haugen; Second: Bob Victor; Motion passes with unanimous approval.

R-220216-9b (All Boards, No MCHS)



Resolved, to change the End of Year (EOY) pay eligibility policy for all full and part-time employees as follows, effective this school year:

- Employees hired or who change roles on or prior to April 30th are eligible for an increase.
- A 2% cost of living adjustment may be applied for new staff hired within 90 days of April 30th or if there is not sufficient performance data.
- Employees hired after April 30th are not eligible for an increase until the following school year.
- After board discussion 220216-9b was adopted: Motion to approve 220216-9b: Kristina Wilkerson; Second: Don Kimelman; Motion passes with unanimous approval.

IV.CEO Report (Scott Gordon)

- Charter Agreement Update (Scott Gordon)
R-220216-15 (All Boards, No MCHS)
Resolved, to authorize Board Chair to sign Shoemaker charter renewal agreement.
- After board discussion 220216-15 was adopted: Motion to approve 220216-15: Kristina Wilkerson; Second: Don Kimelman; Motion passes with unanimous approval.

R-220216-16 (All Boards, No MCHS)

Resolved, to authorize Board Chair to sign Gratz, Clymer, & Wister charter renewal agreements with accompanying letter and with acceptable conditions.

- After board discussion 220216-16 was adopted: Motion to approve 220216-16: Kristina Wilkerson; Second: Don Kimelman; Motion passes with unanimous approval.

- Academic Updates (Jeff Pestrak)
- COVID and Safety Planning (Matt Troha)

R-220216-10a (MCHS)

Resolved, to approve giving Management the authority to adjust health and safety protocols as needed, in accordance with local public health guidance and changing positivity rates.

- After board discussion 220216-10a was adopted: Motion to approve 220216-10a: Michael Haugen; Second: Bob Victor; Motion passes with unanimous approval.

R-220216-10b (All Boards, No MCHS)

Resolved, to approve giving Management the authority to adjust health and safety protocols as needed, in accordance with local public health guidance and changing positivity rates.

- After board discussion 220216-10b was adopted: Motion to approve 220216-10b: Kristina Wilkerson; Second: Don Kimelman; Motion passes with unanimous approval.

V.Compliance (Michael Patron)

R-220216-11a (MCHS)

Resolved, to amend the Conflict of Interest policy to comply with grant requirements by adding the following sentence:



Reporting Conflicts of Interest – The Chief Financial Officer or designee shall report in writing to the federal awarding agency or pass-through entity any potential conflict of interest related to a federal award, in accordance with federal awarding agency policy.

- After board discussion 220216-11a was adopted: Motion to approve 220216-11a: Michael Haugen; Second: Bob Victor; Motion passes with unanimous approval.

R-220216-11b (All Boards, No MCHS)

Resolved, to amend the Conflict of Interest policy to comply with grant requirements by adding the following sentence:

Reporting Conflicts of Interest – The Chief Financial Officer or designee shall report in writing to the federal awarding agency or pass-through entity any potential conflict of interest related to a federal award, in accordance with federal awarding agency policy.

- After board discussion 220216-11b was adopted: Motion to approve 220216-11b: Kristina Wilkerson; Second: Don Kimelman; Motion passes with unanimous approval.

R-220216-12a (MCHS)

Resolved, to amend the 2021-22 Student-Parent Handbook High School Credit and Course Requirements section to say “Recommended Course Sequence” instead of “Mandatory Courses”.

- After board discussion 220216-12a was adopted: Motion to approve 220216-12a: Michael Haugen; Second: Bob Victor; Motion passes with unanimous approval.

R-220216-12b (All Boards, No MCHS)

Resolved, to amend the 2021-22 Student-Parent Handbook High School Credit and Course Requirements section to say “Recommended Course Sequence” instead of “Mandatory Courses”.

- After board discussion 220216-12b was adopted: Motion to approve 220216-12b: Kristina Wilkerson; Second: Don Kimelman; Motion passes with unanimous approval.

Comprehensive Plans

Background – Every three years all Mastery schools are required to submit Comprehensive Plans to PDE. This year, plans are due for Mastery Charter Schools Lenfest, Thomas, Shoemaker, Pickett, Cleveland, Pastorius, and Wister. Mastery routinely engages in genuine, relevant, and rigorous self-study at the School, NST, and Board level so the creation of these reports was simply compliance with a mandate and did not supplant our processes. Attached is the plan for Thomas Campus; the other six schools’ plans are nearly identical and are available for review upon request. Note that Board members are routinely listed as members of the steering committee filling the mandated roles of business partner, community partner, and parent.

R-220216-13a (MCHS)



Resolved, to approve the 2021-22 Comprehensive Plan for Mastery Charter High School.

- After board discussion 220216-13a was adopted: Motion to approve 220216-13a: Michael Haugen; Second: Bob Victor; Motion passes with unanimous approval.

R-220216-13b (All Boards, No MCHS)

Resolved, to approve the 2021-22 Comprehensive Plans for Mastery Charter Thomas Campus, Mastery Charter Shoemaker Campus, Mastery Charter Pickett Campus, Mastery Charter Cleveland Elementary, Mastery Charter Pastorius-Richardson Elementary, and Mastery Charter Wister Elementary as drafted and posted on the Mastery website.

- After board discussion 220216-13b was adopted: Motion to approve 220216-13b: Kristina Wilkerson; Second: Don Kimelman; Motion passes with unanimous approval.

VI.CEO Compensation (Bob Victor)

R-220216-14 (MCHS)

Resolved, that Mastery Charter High School adopts the recommendation of the Board Compensation Advisory Board regarding Scott Gordon's FY21 bonus, and FY22 salary retroactive to August 2, 2021.

- After board discussion 220216-14 was adopted: Motion to approve 220216-14: Michael Haugen; Second: Bob Victor; Motion passes with unanimous approval.

VII.End

1. No Public Comment
2. Meeting Adjourned 7:53pm