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
September 21, 2022
6:00 – 8:00 p.m.
Meeting Held Virtually Using Zoom

I. Roll Call
MCHS: Michael Haugen, Bob Victor, Davina Dukes; Quorum: 3/3
MCS: John Walsh, Gerry Emery, Hosea Harvey, Kristina Wilkerson, Suzanne Biemiller, Judy Tschirgi, Markida Ross; Absent: Don Kimelman, Roy Wade, Sulaiman Rahman; Quorum: 7/10

Meeting start at 7:06pm

II. Action Resolutions

- Accept Board Meeting Minutes
  
  R-220921-1a (MCHS)
  
  Resolved, to accept the minutes of the Board meeting of Mastery Charter High School from August 24, 2022 as presented.

- After board discussion 220921-1a was adopted: Motion to approve 220921-1a: Davina Dukes; Second: Michael Haugen; Motion passes with unanimous approval.

  R-220921-1b (All Boards, No MCHS)
  

- After board discussion 220921-1b was adopted: Motion to approve 220921-1b: John Walsh; Second: Suzanne Biemiller; Motion passes with unanimous approval.

- Board Membership
  
  R-220921-2 (MCHS)
  
  Resolved, to appoint Davina Dukes to a two-year term ending June 30, 2024 to Mastery Charter High School Board of Trustees.

- After board discussion 220921-2 was adopted: Motion to approve 220921-2: Michael Haugen; Second: Bob Victor; Motion passes with unanimous approval.

  Note: Davina Dukes abstained.

  R-220921-3 (MCHS)
Resolved, to reappoint Davina Dukes as Secretary to Mastery Charter High School Board of Trustees.

- After board discussion 220921-3 was adopted: Motion to approve 220921-3: Michael Haugen; Second: Bob Victor; Motion passes with unanimous approval.

Note: Davina Dukes abstained.

R-220921-4 (All Boards, No MCHS)
Resolved, to appoint Kristina Wilkerson to a two-year term ending June 30, 2024 to Mastery Charter School’s Board of Trustees.

- After board discussion 220921-4 was adopted: Motion to approve 220921-4: John Walsh; Second: Suzanne Biemiller; Motion passes with unanimous approval.

Note: Kristina Wilkerson abstained.

- Hiring, Separation, Transfer Approvals
R-220921-5a (MCHS)
Resolved, to ratify Mastery Charter High School staff hired between August 14, 2022 and September 9, 2022, as presented.

- After board discussion 220921-5a was adopted: Motion to approve 220921-5a: Davina Dukes; Second: Michael Haugen; Motion passes with unanimous approval.

R-220921-5b (All Boards, No MCHS)
Resolved, to ratify Mastery Charter Schools staff hired between August 14, 2022 and September 9, 2022, as presented.

- After board discussion 220921-5b was adopted: Motion to approve 220921-5b: John Walsh; Second: Suzanne Biemiller; Motion passes with unanimous approval.

R-220921-6a (MCHS)
Resolved, to ratify separations from Mastery Charter High School between August 14, 2022 and September 9, 2022, as presented.

- After board discussion 220921-6a was adopted: Motion to approve 220921-6a: Davina Dukes; Second: Michael Haugen; Motion passes with unanimous approval.

R-220921-6b (All Boards, No MCHS)
Resolved, to ratify separations from Mastery Charter Schools between August 14, 2022 and September 9, 2022, as presented.

- After board discussion 220921-6b was adopted: Motion to approve 220921-6b: John Walsh; Second: Suzanne Biemiller; Motion passes with unanimous approval.

R-220921-7a (MCHS)
Resolved, to ratify transfers within Mastery Charter schools between August 14, 2022 and September 9, 2022 as presented.
• After board discussion 220921-7a was adopted: Motion to approve 220921-7a: Davina Dukes; Second: Michael Haugen; Motion passes with unanimous approval.

**R-220921-7b (All Boards, No MCHS)**

Resolved, to ratify transfers within Mastery Charter schools between August 14, 2022 and September 9, 2022, 2022 as presented.

• After board discussion 220921-7b was adopted: Motion to approve 220921-7b: John Walsh; Second: Suzanne Biemiller; Motion passes with unanimous approval.

**III. Finance (Yonca Agatan & Dan Bell)**

Presentation of Capital Plan Strategy (Matt Troha)

**R-220921-8a (MCHS)**

Resolved, to approve the reserve strategy as presented and preliminary fund balance designations below (aligned with the reserve strategy) for Mastery Charter High School – Lenfest Campus.

<table>
<thead>
<tr>
<th>LEA</th>
<th>PRELIM FUND BALANCE DESIGNATIONS AS OF 6.30.2022</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Nonspendable - Prepaid Expenses and Deposits</td>
</tr>
<tr>
<td>Lenfest</td>
<td>$165,000</td>
</tr>
</tbody>
</table>

• After board discussion 220921-8a was adopted: Motion to approve 220921-8a: Davina Dukes; Second: Michael Haugen; Motion passes with unanimous approval.

**R-220921-8b (All Boards, No MCHS)**

After board discussion 220921-8b was adopted: Motion to approve 220921-8b: John Walsh; Second: Suzanne Biemiller; Motion passes with unanimous approval.

R-220921-9a (MCHS)  
Resolved, to approve the revised FY23 budget for Mastery Charter High School.

After board discussion 220921-9a was adopted: Motion to approve 220921-9a: Davina Dukes; Second: Michael Haugen; Motion passes with unanimous approval.

R-220921-9b (All Boards, No MCHS)  

After board discussion 220921-9b was adopted: Motion to approve 220921-9b: John Walsh; Second: Suzanne Biemiller; Motion passes with unanimous approval.

IV. Compliance (Michael Patron)  
R-220921-10 (MCHS)  
Resolved, to adopt the revised PA Employee Handbook for 2022-2023.
Significant policy changes can be found on the pages listed below.

Page 35: Updated Alcohol and Drug policy to include language on medical marijuana.
Page 44: Updated Performance Management section to include steps of the Progressive Discipline process.
Page 48: Increased employee notice of resignation period to 60 days for instructional and Leadership positions.
Page 62: Additional Compensation – Removed section on instructional minutes and overages.
Page 68: Updated TAS language; added Professional Responsibilities to Values and Contributions section (including addition of Professional Responsibilities, Appendix 4 on page 86).

- After board discussion 220921-10 was adopted: Motion to approve 220921-10: Davina Dukes; Second: Michael Haugen; Motion passes with unanimous approval.

V. CEO Report (Scott Gordon)

- SY22 School Performance (Jeff Pestrak and Jessica Varevice)
- Strategic Plan 2028 Graduate Profile (Dr. Cruz)

*R-220921-11a (MCHS)*
Resolved, to adopt the graduate profile as presented.

- After board discussion 220921-11a was adopted: Motion to approve 220921-11a: Davina Dukes; Second: Michael Haugen; Motion passes with unanimous approval.

*R-220921-11b (All Boards, No MCHS)*
Resolved, to adopt the graduate profile as presented.

- After board discussion 220921-11b was adopted: Motion to approve 220921-11b: John Walsh; Second: Suzanne Biemiller; Motion passes with unanimous approval.

*Note: Board is recognizing and instructing staff to start planning the process for the graduate profile.*

VI. Public Comments

No public comment

VII. Closed Session

To consult with Attorney regarding litigation

VIII. End

1. End Meeting 7:50pm