June 29, 2021

**Co-Directors,
Brooke Charter Schools**

Jon Clark
Kimberly Steadman

**Principal,
Brooke Roslindale**

Meghan Parquette

**Principal,
Brooke Mattapan**

Abigail Waldman

**Principal,
Brooke East Boston**

Elza Mathieu

**Principal,
Brooke Eighth Grade Academy**

Danielle Blair

**Principal,
Brooke High School**

Kimberly Steadman

Mr. Jon Clark

Brooke Charter School

190 Cummins Highway

Roslindale, MA 02131

Dear Jon:

This letter serves as notice of the decision of the Brooke Board of Trustees to continue your employment as Co-Director of the School for the 2021-22 school year and until the next scheduled performance review in the Spring of 2022. In that role, along with the School’s Co-Director, you will continue to have complete responsibility and accountability for all areas of school performance and success, including: academic success, operational viability, and faithfulness to the terms of the School’s charter.

In accordance with Board policies and our evaluation schedule, the Board has reviewed your performance for the 2020-21 school year. Based on your strong performance in terms of student achievement, and financial, operational, and human resources management; and in accordance with the existing Brooke compensation policy we are pleased to authorize a salary of $195,715.46 for the 2021-22 school year. This salary increase is effective August 1, 2021.

Sincerely,

Merideth Boak

Chair, Brooke Board of Trustees

Cc: Yvette Philip