

# MASTERY SCHOOLS OF CAMDEN

January 16<sup>th</sup>, 2018  
5:30-8:00 pm

Held at Molina Lower Elementary School  
415 North 9th Street, Camden, NJ 08102  
**BOARD OF TRUSTEES MEETING MINUTES**

*Adequate notice of the meeting has been provided to the Courier Post, Daily News – New Jersey edition, and the Camden City Clerk and posted at all Mastery Schools of Camden locations and website.*

## **DISCUSSION 5:30-6:30pm**

- Molina Lower's New Principal Introduction – Kim Blake
  - o Kim discussed her desire to return the school to high expectations and have excellence everywhere
  - o She will work with the staff to address the biggest obstacles and deploy the resources needed
  - o Biggest support has been the K-2 must haves for classrooms. The NST have been helpful supporting the school in implementation.
  - o Great support here at Mastery
- KIPP Wheatley Update
  - o Management presented an update on KIPP Wheatley Pilot
  - o KIPP Wheatley was piloted as our 3-8 ELA curriculum in 4 four Camden schools: Cramer Hill, East Camden, McGraw and Molina
  - o Highlights
    - 100% of teacher survey respondents agreed that KIPP Wheatley helped them illustrate more clearly the rigorous demands of the Common Core State Standards
    - Students appreciated how interesting the books were and how challenging the curriculum was
  - o Areas of improvement
    - More purposeful and effective NST and school-led collaboration and planning structures to ensure consistent implementation
    - Still working on a strategy to support students who are significantly behind to accessing the curriculum
  - o Board asked if they have a K-2 curriculum.
  - o Management explained they do but we as an organization need to be ready to implement. We are seeing good progress with conditional growth based on how students are growing compare to their peers
  - o Management explained that we are continuing with Wheatley in Camden but not in Philadelphia yet.
  - o Board members asked what success looks like before bringing it to Philadelphia.

- Management explained that there is a Logic Tree put together before testing the pilot showing thresholds with red, yellow, green. We are following up on that frame work we put together and staying true to the end results we wanted to achieve.
- Board members asked if there are any assessments of other alternative curriculums.
- Management explained that they looked at 4 ELA curriculums with a rubric to identify which pilot they would test.
- Board ask for follow-up data - See the predictive results in some organized deck to understand what we are expecting in terms of student growth

- **Roll Call**

Members Present: Jim Sheward, Judy Tschirgi, Ruel Robinson, Jamie Reynolds

Staff: Yonca Agatan, Joe Ferguson, Michael Patron, Tom Greenwood, Laura Clancy, Wyneshia Foxworth, Jessica Varevice, Tom Johnston

Jim Sheward called meeting to order at 6:31 pm

- **Action Resolutions**

**5 minutes**

- **Approval of the Minutes from December 12<sup>th</sup>, 2017**

**Pages 3-5**

**R-011618-01**

***Resolved,** to approve the minutes from the meeting held on December 12<sup>th</sup>, 2017, as presented acknowledging the December – HIB Report*

- **Human Resources**

**Pages 6-9**

**R-011618-02**

***Resolved,** to ratify Mastery Schools of Camden staff hired between December 2, 2017 to January 5, 2018, as presented below.*

**R-011618-03**

***Resolved,** to ratify the \$138,390.22 of “other earnings” compensation paid during December 2017 for Mastery Schools of Camden staff, as presented below.*

*Motion to approve R-011618-01, 02, 03: Jamie Reynolds Second: Judy Tschirgi*

*Vote: Unanimous*

- **Compliance and Policy Updates**  
**Harassment, Intimidation, and Bullying (HIB) information**

**(Monthly HIB Report – January 2018 is attached separately)**

- **Finance Report**

**20 minutes**  
**Pages 10-15**

- Management presented December Financials
- Management presented an updated FY'18 Budget – January Revisions
  - Reduced total enrollment for the following reasons -
    - (1) Big drop in enrollment in the HS and Crammer Hill (made a decision not to back fill students)
    - (2) We wanted to seek quality family enrollment with great students enrolling at our schools
  - Expecting a surplus of \$350,000
    - (1) Management will come back at the end of the year with recommendations on how to use the surplus

**R-011618-04**

**Resolved**, that the Mastery Schools of Camden Board of Trustees ratifies the payroll in the amount of \$635,679 for December 1, 2017, \$741,910 for December 15, 2017 and \$658,562 for December 29, 2017.

**R-011618-05**

**Resolved**, to approve payment of \$2,306,445 for operating expenses as detailed in the invoices listing (Board Document 011618-01).

**R-011618-06**

**Resolved**, to approve the proposed FY18 Budget – January Revisions for Mastery Schools of Camden as presented (Board Document 011618-02).

**R-011618-07**

**Resolved**, to ratify execution of contracts with vendors for services to Mastery Schools of Camden as presented below.

Contractor / Service Provider	Description of Services	Term of Contract	Contract Amount
EducationWorks	Afterschool programming for Molina Lower	September 2017 - June 2018	\$191,020
Public Consulting Group	EdPlan Suite License and Related Services - electronic case files for SPED students	July 2017 - June 2018	\$14,935
Clear Channel Outdoor	Contract for outdoor billboard advertising to promote enrollment	January 2018 - June 2018	\$17,124
New Behavioral Network	Behavioral consultation services	August 2017 - June 2018	Behavioral consultations at \$125/hour, Behavior Interventionist at \$45/hour, Group training at \$200/hour and Functional Behavior Assessment at \$1,000 each, as needed (all campuses).

Motion to approve R-011618-04, 05, 06, 07: Jamie Reynolds Second: Ruel Robinson  
Vote: Unanimous

- **Camden City School District Agreements**

- None presented

- **CEO Report**

**45 minutes**

- CEO presented RP 2 Updates
  - School management shift in Camden –
    - Brian McLaughlin, RSO –will now manage Molina Lower, Crammer Hill Lower & Upper
    - Matt Troha, RSO will manage East Camden
    - Jeff is currently managing Molina Upper and shift in RP3
    - In RP3 we will separate leadership teams in ECM and McGraw to prepare for next school year.
  - PARCC projections presented
    - Doing better in 3-8<sup>th</sup> grade reading than math.
    - Most schools (3 out of 4) are projected to do better than last school year in reading
    - Math Observations
      - Each school has a different program resulting in results not being great
      - Strategic priority for the organization is to fill in the gap in math
    - Board members asked is there any theory to as to why math is harder than English.
    - Management explained that we don't have a common program to align with at schools
      - Teachers have to deliver common core math and it's more difficult that teaching the math of the past.
    - Management announced a partnership with an external group to study our math curriculum.
    - Board members ask that management bring an update from the consultant
- CEO Presented the Annual Planning Process update
  - Outlined the three phase process for annual goal planning
    - Determine priorities
    - Define strategies
    - Implement
  - Board members asked how are teachers reacting to priorities.
    - Management explained that they will receive feedback later in the month. There is a concern about the potential disruption to how we have operated but nothing major. Principals have been very receptive.
  - Proposed priorities presented
    - Instructional quality, Growth Orientation via MAPP, K-8 Math, K-2 Reading and School Culture
    - Board asked how good of an assessment is MAPP?
    - Management explained that we can get data all the way done to the classroom in a timely matter.

- Board asked about Camden’s growth plan not being in the priorities.
  - Management explained that would not be in the programmatic priority but in the CEO’s goals
- Next Steps Presented
  - Bring the end product to the board to vote
  - Management Highlighted that we are in year 2 of the strategic plan. This does not change the approach just about standardizing the work.
- All Boards Retreat
  - March 14<sup>th</sup>: 4- 8 pm
  - Philadelphia, NJ and Foundation Boards in attendance
- ECM/McGraw Facilities Update Presented
  - ECM construction awaiting permit
  - Meetings with prospective lessees pending
  - McGraw –wants flexibility to get to 3 cohorts
  - Proposal to move Life Skills from Cramer to ECM/McGraw
- Facilities Update
  - Molina Lower Campus has 2 additional buildings with a gym
    - Camden District and landlord approached Mastery to have Cream school temporarily use the other bldg.
    - Cream School Building has frozen pipes and the students haven’t been in school since the winter break
    - Asked for our support because we have a restrictive occupancy clause that we are the only school on the campus.
    - Cream school has 280 K-8 students
  - Board ask that the agreement specify an end date with our approval

*Motion: To ratify managements approval to allow the Camden School District, Cream School to use the adjacent building to Molina Lower: Jamie Reynolds Second: Judy Tschirgi*

*Vote: Unanimous*

- Board Meeting Shift Presented
  - Would like streamline our phone meetings and shrink the meeting time.
  - We would remove the finance report
  - Board would approve the budget before it goes to the DOE during an in-person mtg
- **Closed Session - none**
- **Public Comment (3 minutes per public comment) – none**
- **Adjourn all Boards**

*Motion to Adjourn at 7:33 pm: Jamie Reynolds Second: Judy Tschirgi*

*Vote: Unanimous*