

**MASTERY SCHOOLS OF CAMDEN
BOARD OF TRUSTEES MEETING**

**October 14, 2015
6:30-8:30p.m. Board Meeting**

Held at Cramer Hill Elementary (Washington)

****MINUTES****

Board Chair called meeting to order at 6:30pm.

Members present: Judith Tschirgi (phone), Graham Finney, Reuel Robinson

Member absent: Stacy Holland

Staff and Guests: Yonca Agatan, Scott Gordon, Jim Leonard, Monica Lewis, Brandon Cummings, Thomas Johnston (Counsel)

1. Approval of the Minutes from September 16, 2015 (as attached pp. 7-13)

Resolution #1014-01

Resolved, to approve the minutes from the meeting held on September 16, 2015 as presented.

Motion to approve: Graham Finney. Second by: Reuel Robinson.

Motion carried (3-0, Unanimous)

2. Human Resources

#1014-02

Resolved, to ratify Mastery Schools of Camden staff hired between September 14, 2015 and October 9, 2015, as presented.

First Name	Last Name	Location	Job	Full/Part Time Code	Last Hire Date
Ilia	Napoleon	East Camden	SpEd Classroom Asst	P	09/16/2015
Ronald	King	MOLINA	Teacher - 3-6	F	09/16/2015
Kaitlyn	Muller	MOLINA	Community Engagement Mgr.	F	09/21/2015
John	Coleman	East Camden	SpEd Classroom Asst	P	09/29/2015
Crystal	Peralta	MOLINA	Teacher - 3-6	F	10/01/2015

We report the following termination from Mastery Schools of Camden. The employee moved to Mastery Charter School – Smedley Elementary.

First Name	Last Name	Location	Job	Termination Type	Termination Date
Kevin	Gold	North Camden	Teacher - 3-6	Voluntary	09/28/2015

Motion to approve: Reuel Robinson. Second by: Graham Finney.

Motion carried (3-0, Unanimous)

**3. Disbursement Approvals
(No attachment for payroll, Separate document for invoices)**

#1014-03

Resolved, to ratify the payroll in the amount of \$474,055 for September 11, 2015 and \$422,598 for September 25, 2015.

#1014-04

Resolved, to approve payment of \$729,653.20 for operating, facilities improvement and start-up expenses as detailed in the invoices listing (Board Document 101415-01).

Motion to approve #1014-03 and #1014-04: Graham Finney. Second by: Reuel Robinson.

Motion carried (3-0, Unanimous)

Finance Presentation (Yonca Agatan) – pp. 4-6

- Enrollment Update
- FY15 Audit Update
- Overview of August 2015 Financials
- Petty Cash Summary

Agatan walked through October data on Enrollment. We are currently higher than budgeted on enrollment. Agatan also provided an update on the FY15 Audit and the resulting next steps.

Agatan then shared with the Board FY16 actuals through August.

#1014-05

Resolved, to approve the pending budget transfer between start-up and special education lines, and the revised FY16 budget (i.e., October version) reflecting that transfer.

#1014-06

Resolved, to approve the Mastery Schools of Camden, Inc. Budgetary Comparison Schedule that outlines all the budget transfers for FY15.

Motion to approve #1014-05 and #1014-06: Graham Finney. Second by: Reuel Robinson.

Motion carried (3-0, Unanimous)

#1014-07

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 (if applicable)	Contract Amount
Schickel, Ceci	Community advocacy and outreach consulting	September 2015 - December 2015	Monthly retainer and additional billed hours per contract extension, amount during this period not to exceed \$21,000.
Rodriguez, Josie	Street Team Organizer	September 2015 - December 2015	\$15 per hour
Irizzary, Shirley	Street Team Organizer	September 2015 - December 2015	\$15 per hour
Perry, Dahmir	Street Team Organizer	September 2015 - December 2015	\$15 per hour
Brookfield Homebound School Program	Educational service for students in short-term mental health placements	September 2015 - June 2016	\$22 per hour; not to exceed 10 hours per student per week without proper authorization
Camden County Educational Services Commission	Physical Therapy	September 2015 - June 2016	\$10,080 - 4 hours PT @ \$80/hour weekly for 30 weeks

Motion to approve: Graham Finney. Second by: Reuel Robinson.
 Motion carried (3-0, Unanimous)

#1014-08

Resolved, to approve the Annual Charter School Fiscal Questionnaire for 2015-16.
 Motion to approve: Reuel Robinson. Second by: Graham Finney.
 Motion carried (3-0, Unanimous)

4. Camden City School District Agreements

None at this time.

5. Compliance and Policy Updates

#1014-09

Resolved, to ratify the revisions to the Articles of Incorporation for Mastery Schools of Camden.
 Motion to approve: Graham Finney. Second by: Reuel Robinson.
 Motion carried (3-0, Unanimous)

#1014-10

Resolved, to approve the Memorandum of Agreement between Mastery Schools of Camden and the Camden County Police Department for the purposes of ensuring cooperation and consistent implementation of policies and practices between the two entities (separate document – MOA template 2015 – MSC 10 9 15).
 Motion to approve: Graham Finney. Second by: Reuel Robinson.
 Motion carried (3-0, Unanimous)

6. Closed Session – no closed session.

7. Adjourn

Motion to adjourn at 7:15pm: Reuel Robinson. Second by: Graham Finney.
 Motion carried (3-0, Unanimous)