

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

July 20, 2016 6pm-7pm

Held at Mastery – North Camden Elementary

****MINUTES****

Board Chair called meeting to order at 6:04pm.

Members present: Judith Tschirgi, Graham Finney, Jamie Reynolds, Sharell Sharp, Stacy Holland, Jim Sheward

Members absent: Reuel Robinson

Staff and Guests: Jim Leonard, Tom Greenwood, Joe Ferguson, Michael Patron, Tom Johnston (Counsel);

12. Approval of the Minutes from June 15, 2016 (as attached pp. 6-16).

#072016-01

Resolved, to approve the minutes from the meetings held on June 15, 2016, as presented.

Motion to approve #072016-01: Graham Finney. Second by: Stacy Holland.

Motion carried (6-0, unanimous)

13. Human Resources

#072016-02

Resolved, to ratify Mastery Schools of Camden staff hired between June 4, 2016 and July 5, 2016 as presented below.

First Name	Last Name	Location	Job	PT or FT	Original Hire	Notes
Avryel	Browne	Cramer Hill	AP/Director - Instruction	FT	07/05/2016	
Markita	Floyd	North Camden	ASL - Instruction	FT	07/04/2016	Previously the Asst Dir Humanities at NST
Danielle	Horowitz	McGraw	Asst School Leader-Instru	FT	07/04/2016	
Melissa	Lundstedt	McGraw	Asst School Leader-SpSrv	FT	07/04/2016	Previously the APSS at Hardy Williams Elementary
Randy	Narvaez-Ruiz	Molina	AP/Director - Instruction	FT	07/05/2016	
Marisol	Nunez	North Camden	Asst School Leader-Ops	FT	07/04/2016	Previously an Apprentice Asst School Leader
Stephen	Williams	East Camden	Asst School Leader-Instru	FT	07/04/2016	

Motion to approve #072016-02: Graham Finney. Second by: Stacy Holland.

Motion carried (6-0, unanimous)

We report the following terminations from Mastery Schools of Camden between June 4, 2016 and July 5, 2016 as presented below.

First Name	Last Name	Location	Job	Termination Date	Termination Reason
Weldon	Bazemore	North Camden	Teaching Assistant	07/01/2016	Voluntary
Shannon	Ewasko	Molina	Teacher - K-2	07/01/2016	Voluntary
Shawneeq	Flack	Molina	SpEd Classroom Asst	06/10/2016	Involuntary
Walter	Fuller	Molina	Dean 10 Month	07/01/2016	Involuntary
Christina	Gonzalez	Molina	Teacher - 3-6	07/01/2016	Voluntary
Madison	Graboyes	North Camden	Asst School Leader-Ops	07/03/2016	Moved to PA Role
Brian	Gregg	Molina	Teaching Assistant	07/01/2016	Voluntary
Robert	Hammond	East Camden	Teacher - PE	07/01/2016	Voluntary
Genesis	Hernandez	North Camden	Support Teacher	07/01/2016	Voluntary
Myasia	Johnson	Molina	Assistant Dean of Student	07/01/2016	Involuntary
Ronald	King	Molina	Teacher - 3-6	07/01/2016	Voluntary
Donna	Mazzella	Molina	Teacher - SpEd	07/01/2016	Involuntary
Suzanne	McAllister	Cramer Hill	Part-Time Teacher	07/01/2016	Involuntary
Amanda	McGowan	North Camden	Teacher - 3-6	07/01/2016	Involuntary
Shanna	Miceli	Cramer Hill	Teacher - K-2	07/01/2016	Voluntary
Kajal	Ranjee	Cramer Hill	Teacher - 3-6	07/01/2016	Voluntary
Kaitlin	Rodrigues	McGraw	Teacher - K-2	07/01/2016	Voluntary
Nicole	Ziemann	North Camden	Teacher - K-2	07/01/2016	Voluntary

#072016-03

Resolved, to ratify the \$85,610.24 of “other earnings” compensation paid during June 2016 for Mastery Schools of Camden staff, as presented on the below.

First Name	Last Name	Job Title	Other Earnings	Description
Crystal	Bailey	Assistant Dean of Student	\$ 810.00	Co-ed-Sorority-Leader
Weldon	Bazemore	Teaching Assistant	\$ 810.00	Co-ed-Film-Leader
Tyneika	Bond	Teaching Assistant	\$ 1,000.00	EC Supervisor
Jenna	Butkovsky	Teacher - Spanish	\$ 810.00	Co-ed- Yoga/Dance-Leader
Caprice N.	Carter	Teacher - English	\$ 1,000.00	Retention Bonus
Samantha	Cavallo	Teacher - 3-6	\$ 810.00	Co-ed-Cross Country-Leader
John	Coleman	SpEd Classroom Asst	\$ 1,000.00	Middle School Athletic Coordinator
Erin E.	Collier	Teacher - SpEd	\$ 2,125.00	Testing Coordinator Payment(\$2,000), I&RS Meetings (\$125)
Lolita	DeShazior	SpEd Case Manager	\$ 2,000.00	Retention Bonus
Risa S.	DeSilva	Teacher - 3-6	\$ 2,000.00	Retention Bonus
Irma	Diaz	Teacher-Bilingual	\$ 1,090.00	Retention Bonus(\$1,000), Translation Services(\$90)
Justin	Disharoon	Teacher - PE	\$ 750.00	Middle School Athletic Coordinator
Latrice	Doctor-Chambers	Teacher - SpEd	\$ 1,500.00	Retention Bonus
Kenneth D.	Ellerbee	Teacher - Music	\$ 1,000.00	Retention Bonus
Kelsey	Ensign	Teacher - History	\$ 1,000.00	Track - Assistant Coach
Ashley	Eural	Teacher - Music	\$ 810.00	Co-ed- Performing Arts-Leader
Shannon	Ewasko	Teacher - K-2	\$ 1,000.00	Girls' Softball - Assistant Coach
Isamar	Figuroa	Admin Assistant	\$ 1,200.00	Afterschool Comp
Walter	Fuller	Dean 10 Month	\$ 1,500.00	Retention Bonus
Nathan D.	Gibson	Asst School Leader-Cultur	\$ 1,500.00	Retention Bonus
Marcus	Gonzalez	Teacher - ESL	\$ 1,000.00	Retention Bonus
Brian M.	Gregg	Teaching Assistant	\$ 1,000.00	Boys' Softball - Assistant Coach
Cintrella	Harris	Teacher - K-2	\$ 600.00	Co-ed- Yoga/Dance-Assistant
William	Hayes	School Leader	\$ 5,000.00	Retention Bonus
Allison L.	Holding	Teacher - Math	\$ 1,500.00	Retention Bonus
Elliot E.	Irizarry	Assistant Dean of Student	\$ 1,000.00	Retention Bonus
Kyle S.	Jakubowsk	Teacher - K-2	\$ 2,000.00	Boys' Softball - Head Coach
Kevin	Jarido	Asst School Leader-Instru	\$ 13,500.24	Severance Agreement
Kristina	Kurtz	Teacher - SpEd	\$ 1,500.00	Retention Bonus
Lauren A.	Lammers	Teacher - Science	\$ 2,000.00	Track - Head Coach
Cecilia R.	Lopiano	Teacher - 3-6	\$ 510.00	Co-ed-Cross Country-Assistant
Veronica	Martinez	Teacher - ESL	\$ 3,500.00	Girls' Softball - Head Coach (\$2,000), Retention Bonus (\$1,500)
David	Martinez	Teacher - Math	\$ 2,000.00	Boys Softball Head Coach
Donna	Mazzella	Teacher - SpEd	\$ 1,500.00	Retention Bonus
Robyne A.	McLeod	Appren Asst School Leader	\$ 2,500.00	Retention Bonus
Ebony	Medina	Dean 10 Month	\$ 1,500.00	Track & Field Head Coach
Randy R.	Miller	Teacher - Social Studies	\$ 1,000.00	Retention Bonus
Vanessa	Poggioli	Teacher - Math	\$ 4,125.00	Camden choose to stay bonus(\$1,250), Retention bonus(\$2750), I&RS Meetings (\$125)
Gina	Post	Teacher-Bilingual	\$ 1,750.00	Retention Bonus
Kenneth J.	Reyes	Support Teacher	\$ 1,000.00	Retention Bonus
Katherine	Roman	Teacher - K-2	\$ 125.00	I&RS Meetings
Lisa	Scalzitti	Teacher - Science	\$ 2,000.00	Ops work
Lauren C.	Scola	Teacher - SpEd	\$ 1,500.00	Retention Bonus
Laura T.	Spreng	Teacher - SpEd	\$ 875.00	Middle School Athletic Coordinator(\$750), I&RS Meetings (\$125)
Catherine	Steckel	Teacher - SpEd	\$ 1,500.00	Retention Bonus
Michael J.	Travers	Teacher - 3-6	\$ 3,000.00	Retention Bonus (\$1,000), Girls Softball Head Coach (\$2,000)
Carmen	U Barry	Community Engagement Mgr.	\$ 4,000.00	Retention Bonus
Lauren	Zucatti	Teacher - 3-6	\$ 410.00	Co-ed-Cross Country assistant
TOTAL			\$ 85,610.24	

Ferguson explained that the retention bonuses are part of previous compensation agreements made for employees in hard to staff positions. Examples include Special Education, Bilingual, and certain Specials positions.

Motion to approve #072016-03: Jim Sheward. Second by: Sharell Sharp.
Motion carried (6-0, unanimous)

14. Disbursement Approvals

(No attachment for payroll, Separate document for invoices)

#072016-04

Resolved, that the Mastery Schools of Camden Board of Trustees ratifies the payroll in the amount of \$457,347 for June 3, 2016 and \$461,781 for June 17, 2016 and \$510,084 for July 1, 2016.

#072016-05

Resolved, to approve payment of \$1,092,492.85 for operating and start-up expenses as detailed in the invoices listing (Board Document 072016-01).

Motion to approve #072016-04 and #072016-05: Graham Finney. Second by: Sharell Sharp.

Motion carried (6-0, unanimous)

15. Finance Presentation

- **Petty Cash Listing** (Board Document 072016-02)

Leonard explained that, in 2014, the Board authorized the use of petty cash. We presented the 1st half of this year's list in March 2016. This is the 2nd half of this year's petty cash usage.

16. General Business and School Operations

#072016-06

Resolved, to accept the award for IDEA funds in the amount of \$88,011 for the 2016-2017 school year.

Title III Funding:

- We received an award for Title III funds in the amount of \$34,441 for the 2016-2017 school year for supplemental ESL, Bilingual, and immigrant services. Due to the additional compliance, monitoring, and reporting requirements that come with participating in this grant, we wish to delay participation for a year when we will be in a better position to administer it.

#072016-07

Resolved, to decline the award for Title III funds in the amount of \$34,441 for the 2016-2017 school year.

Motion to approve #072016-06 and #072016-07: Jamie Reynolds. Second by: Stacy Holland.

Motion carried (6-0, unanimous)

#072016-08

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
Greenfield, Heather	Enrollment Outreach, including data entry	July - December 2016	\$15 per hour

Motion to approve #072016-08: Sharell Sharp. Second by: Graham Finney.
Motion carried (6-0, unanimous)

17. Camden City School District Agreements

None at this time.

18. Compliance and Policy Updates

HIB Board Report – July – Ferguson referred the Board to the July Report in their board packet, and then turned the compliance section over to Michael Patron.

HIB Biannual Board Report

- On a biannual basis, School Leadership will present the summary level of Harassment, Intimidation, and Bullying (HIB) information. Below is the data from January through June 2016.

#072016-09

Resolved, to approve the Biannual HIB Board Report for January through July 2016 as presented above.

Harassment, Intimidation, and Bullying (HIB) Biannual Report to the Board August 2016					
	North Camden	Cramer Hill	Molina	McGraw	East Camden
Anti-Bullying Specialist	Luiz Pereira	Kim Coleman	Jolon McNeil	Jessica McCreary	Nate Gibson
Number of Reported Incidents	5	0	1	2	2
Number of Completed Investigations	5	0	1	2	2

Outstanding Investigations	0	0	0	0	0
Number of Confirmed HIB	1	0	1	2	1
Type of HIB Offenses	1-Disability		1-Sexual Harassment	1-Disability 1-Sexual Orientation	1-Sexual Harassment

Graham Finney asked that future reports include the grade level of the students involved. Patron agreed to add for future presentations.

HIB Self-Assessment

- The attached HIB Self-Assessment (Board Document 072016-03) shows significant improvement from last year. This year our overall score is 70 out of a possible 78, up from 64 last year.

Improvements this year:

1. A Week of Respect was added to our calendar for the first week in October and appropriate bullying-awareness activities took place.
2. Two stakeholder meetings were held (October and June) to formally establish, implement, and assess our HIB program.
3. We introduced a range of new trainings and professional development activities including an online training portal for staff.
4. We improved training and monitoring of our HIB investigation, reporting, and documentation procedures.
5. We established clear procedures to ensure each School Safety Team is appropriately trained and supported in being fully compliant.

Improvements planned for next year:

1. We will implement systems for better documentation of all trainings and activities.
2. Social Workers will become lead investigators of HIB investigations based on guidance about best practice from NJ DOE.

#072016-10

Resolved, to approve the self-assessment conducted by the School Safety Team to determine the school’s grade under the Anti-Bullying Bill of Rights Act.

Motion to approve #072016-09 and #072016-10: Stacy Holland. Second by: Sharell Sharp.

Motion carried (6-0, unanimous)

19. CEO’s Report

None at this time.

Ferguson announced that the August Board meeting will be held via conference call to assist with schedules.

20. Closed Session – *none at this time.*

21. Public Comment – *none at this time.*

22. Adjourn

Motion to adjourn at 6:33pm (Sharell Sharp, Graham Finney).

Motion carried (6-0, unanimous)
