

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

**April 15, 2015
7:00-8:30 p.m. Board Meeting**

Held at Cramer Hill Elementary

****MINUTES****

Board Chair called meeting to order at 7:05pm.

**Members present: Judy Tschirgi, Graham Finney, Stacy Holland, Reuel Robinson
Staff and Guests: Yonca Agatan, Scott Gordon, John Widmer, Jim Leonard, Joe
Ferguson, Tom Johnston (Counsel).**

7. Approval of the Minutes from March 16, 2015 (as attached pp. 4-6)

Resolution #0415-01

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

Motion to approve #0415-01: Graham Finney. Second by: Stacy Holland.
Motion carried (Unanimous).

8. Hiring Approvals (no attachment)

#0415-02

Resolved, to ratify Mastery Schools of Camden staff hired between March 9, 2015 and April 10, 2015, as presented.

Mastery Schools of Camden - New Hires as of March 9, 2015 to April 10, 2015					
First Name	Last Name	Location	Job	Full/Part Time Code	Last Hire Date
Courtney	Johnson	North Camden	Attendance Coordinator	P	03/09/2015

There were no new terminations of Mastery Schools of Camden staff for the period between March 9, 2015 and April 10, 2015.

Motion to approve #0415-02: Stacy Holland. Second by: Reuel Robinson.
Motion carried (Unanimous).

9. Disbursement Approvals

(No attachment for payroll, Separate document for invoices)

#0415-03

Resolved, that the Mastery Schools of Camden Board of Trustees ratifies the payroll in the amount of \$124,871 for March 13, 2015 and \$137,094 for March 27, 2015.

#0415-04

Resolved, that the Mastery Schools of Camden Board of Trustees approves payment of \$147,229 for operating expenses as detailed in the invoices listing (Board Document 041515-01).

Motion to approve #0415-03 and #0415-04: Reuel Robinson. Second by: Graham Finney.

Motion carried (Unanimous).

Finance Presentation (Yonca Agatan)

- Presentation of the March 2015 Financials
- Contract ratification (listed below)

Discussion: We are on track and in line with our forecasts. Revenues and expenses are coming in as expected.

#0415-05

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
Akira Gaines	Street Team Organizer	April - May 2015	\$15 per hour
Wanda Lewis Henry	Street Team Organizer	April - May 2015	\$15 per hour
Jackie Moreno	Street Team Organizer	April - May 2015	\$15 per hour
Antoinette Wallace	Street Team Organizer	April - May 2015	\$15 per hour
Jerome Holland	Street Team Organizer	April - May 2015	\$15 per hour
Caridad Negron	Street Team Organizer	April - May 2015	\$15 per hour
Sharell Sharp	Street Team Organizer	April - May 2015	\$15 per hour
Ebony Wallace	Street Team Organizer	April - May 2015	\$15 per hour
Charles Chapman	Street Team Organizer	April - May 2015	\$15 per hour
Charisse Dillard	Street Team Organizer	April - May 2015	\$15 per hour
Sheila Dillard	Street Team Organizer	April - May 2015	\$15 per hour
Asia Anderson	Street Team Organizer	April - May 2015	\$15 per hour
Ashley Colon	Street Team Organizer	April - May 2015	\$15 per hour
Nadira King	Street Team Organizer	April - May 2015	\$15 per hour
Muriel Oakley	Street Team Organizer	April - May 2015	\$15 per hour
Iesha Perkins	Street Team Organizer	April - May 2015	\$15 per hour
Marquita Perry	Street Team Organizer	April - May 2015	\$15 per hour
Jeeric Pritchett	Street Team Organizer	April - May 2015	\$15 per hour
Jessica Ramirez	Street Team Organizer	April - May 2015	\$15 per hour
Ajeenah Riggs	Street Team Organizer	April - May 2015	\$15 per hour
Cecilia Schickel	Community Advocacy and Outreach	Feb - May 2015	Monthly retainer, full contract extended, not to exceed total payments of \$85,000

Motion to approve #0415-05: Stacy Holland. Second by: Graham Finney.
Motion carried (Unanimous).

10. Compliance and Policy Updates

#0415-06

Resolved, to approve the amended school calendar, as presented below, in order to make up for snow days.

- Wednesday May 13th and Friday June 19th are changing from being full PD days to being student days until 1:10 and PD time after that.

Discussion: Yonca Agatan explained that school closures this winter negatively impacted the school calendar by reducing the number of instructional days. Mastery Schools of Camden's original calendar had 2 professional development days available to convert to student/instructional days. The 2 days are 5/13 and 6/19. This resolution enables the leadership to convert the days.

Motion to approve #0415-06: Stacy Holland. Second by: Reuel Robinson.
Motion carried (Unanimous).

Harassment, Intimidation, and Bullying (HIB) information (Separate document HIB Board report April 2015)

Discussion: John Widmer, Director of Culture, gave a general overview of the HIB reporting requirements and the specifics of the April 2015 report.

Widmer explained that we are required to report an HIB violation the same day of the incident. If the incident is NOT a violation, we document it, but do not report it. If the incident is a violation, we are required to report it to the State's EVVRS system (Electronic Violence and Vandalism Reporting System). For Board purposes, we include all incidents that are reported to the State in our board documents.

Questions were raised during the discussion:

- Who is a mandated reporter? Answer: Everyone is. If a teacher observes it, they must report it.
- Do we expect to see an increase of incidents when we have more middle school and high school students? Answer: We expect to see more serious incidents, but not necessarily more incidents. Older kids are less likely to tell someone they are being bullied, while younger kids are more likely to seek an adult. Older kids are more likely to have more serious incidents.

11. Board Update

Discussion: Scott Gordon and Judy Tschirgi requested feedback on the current board meeting structure. Board members shared their feedback and asked questions:

- Stacy Holland was appreciative that the feedback was requested, and shared concern that the strategy is often shared after the decision is made. She also asked for more time spent on visioning and building buy-in/engagement amongst the board and management.
- Reuel Robinson asked about the differences between the Camden and PA meetings. Scott responded that the meetings are less frequent in PA, but there are scheduled topics of interest presented periodically outside of normal board business.
- Graham Finney agreed that richer topic-based discussions would help the board, and that those are best done in person. He also suggested that the size of the board grow and that New Jersey-based participation be prioritized. Graham also suggested that an email summary of the week's or month's school-related items be distributed to board members as a way to keep them knowledgeable and engaged. Other board members agreed with his suggestion.
- Tom Johnston (Counsel) added that is NJ practice for boards to hold a yearly retreat.

Scott Gordon and Judy Tschirgi proposed having a longer board meeting every 8-10 weeks. These meetings would have topics about the schools (important, relevant, but not necessarily urgent), board business, and strategic discussions (important, perhaps, urgent). Additionally, board members would be required to attend more administrative Board meetings which would include financial updates, and the approvals of contracts and disbursements.

Scott agreed to take the feedback into consideration, and move forward with planning a new board meeting structure for the next school year. More to follow.

12. Closed Session

Motion to move into Closed Session at 7:43pm for legal matters and real estate: Reuel Robinson. Second by: Graham Finney. Motion carried (Unanimous).

Motion to reconvene at 7:54pm: Graham Finney. Second by: Stacy Holland. Motion carried (Unanimous).

13. Adjourn

Motion to adjourn at 7:55pm: Reuel Robinson. Second by: Stacy Holland. Motion carried (Unanimous).