

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

**May 18, 2016
7-8:30p.m. Board Meeting**

Held at Mastery – McGraw Elementary

****MINUTES****

Board Chair called meeting to order at 7:03pm.

Members present: Judith Tschirgi, Graham Finney, Reuel Robinson,

Members absent: Stacy Holland

Staff and Guests: Yonca Agatan, Scott Gordon, Jim Leonard, Tom Greenwood, Joe Ferguson, Soledad Alfaro, Tom Johnston (Counsel);

Board Candidates: Sherell Sharp, Jamie Reynolds

1. Governance

Resolution #051816-01

Resolved, to approve the amended Bylaws for Mastery Schools of Camden as attached (separate document, Bylaws - Mastery Schools of Camden - 5.16.2016)

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

Motion carried (3-0, Unanimous)

The board went into closed session at 7:10pm to discuss governance, as well as legal and real estate matters.

Motion to move into closed session: Reuel Robinson. Second by: Graham Finney.

Motion carried (3-0, Unanimous)

Motion to return to public session: Graham Finney. Second by: Reuel Robison.

Motion carried (3-0, Unanimous).

Public session resumed at 7:25pm.

#051816-02

Resolved, to accept the appointment of Sherell Sharp to serve as a Board Trustee of Mastery Schools of Camden for a 2 year term, effective immediately.

#051816-03

Resolved, to accept the appointment of Jamie Reynolds to serve as a Board Trustee of Mastery Schools of Camden for a 2 year term, effective immediately.

Motion to approve #051816-02 and #051816-03: Graham Finney, Second by: Reuel Robinson. Motion carried (3-0, Unanimous).

Board chair welcomed the 2 newly appointed board members. Gordon informed board that he would implement an orientation plan for each new member. Reynolds and Sharp expressed enthusiasm for the opportunity to serve.

2. Approval of the Minutes from April 13, 2016 (as attached pp. 7-13).

#051816-04

Resolved, to approve the minutes from the meetings held on April 13, 2016, as presented.

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

Motion carried (3-0, Abstained: Reynolds, Sharp)

3. Human Resources

#051816-05

Resolved, to ratify Mastery Schools of Camden staff hired between April 4, 2016 and May 6, 2016 as presented below.

First Name	Last Name	Pay Group Code	Job	PT of FT	Original Hire
Katherine	Schoen	McGraw	Student Support Services Coordinator	FT	3/21/2016 (*)
Stephanie	Pagan	East Camden	SpEd Classroom Asst	PT	04/04/2016
Robert	Hammond	East Camden	Teacher - PE	FT	04/04/2016
Nancy	Scelfo	Molina	Teacher - SpEd	FT	04/04/2016
Jasmine	Pearson	Cramer Hill	Long Term Substitute	PT	04/18/2016

(*) Was not included in last month's report as contract start date was moved forward, previously did PT support work at Mastery - Shoemaker campus

We report the following terminations from Mastery Schools of Camden between April 4, 2016 and May 6, 2016 as presented below.

First Name	Last Name	Pay Group Code	Job	Termination Date	Termination Reason
Athena	Markakis	McGraw	Teacher - Art	4/5/2016	Voluntary
Kyle Alanna	Prohaska	Molina	Teaching Assistant	4/7/2016	Voluntary
Christina	Acosta-Martinez	East Camden	Asst. School Leader - Instruction	5/1/2016	Involuntary

#051816-06

Resolved, to ratify the \$6,610.80 of "other earnings" compensation paid during April 2016 for Mastery Schools of Camden staff, as presented on the below.

First Name	Last Name	Job Title	Other Earning	Description
Isamar	Figueroa	Admin Assistant	\$1,560.00	After School Compensation
Athena	Markakis	Teacher - Art	\$5,059.80	Summer Pay Out for Terminated Employee
Total			\$6,619.80	

Motion to approve #051816-05 and #051816-06: Jamie Reynolds. Second by: Graham Finney. Motion carried (5-0, Unanimous)

4. Disbursement Approvals

(No attachment for payroll, Separate document for invoices and budget transfers)

#051816-07

Resolved, that the Mastery Schools of Camden Board of Trustees ratifies the payroll in the amount of \$399,630 for April 8, 2016 and \$425,661 for April 22, 2016.

#051816-08

Resolved, to approve payment of \$1,708,511.62 for operating, facilities improvement and start-up expenses as detailed in the invoices listing (Board Document 051816-01).

Ferguson reminded board of facilities contract obligations with Camden City School District. Current performance has been inconsistent over school teams. A meeting is scheduled with District leadership to rectify issues.

#051816-09

Resolved, to approve the FY16 Budget Transfers as presented (Board Document 051816-02).

Motion to approve #051816-07, #051816-08, and #051816-09: Reuel Robinson. Second by: Jamie Reynolds. Motion carried (5-0, Unanimous)

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

- Enrollment Update
- Overview of April 2016 Financials

#051816-10

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
Resources for Human Development	Mental health services	September 2015 - June 2016	\$40,106 for North Camden, \$80,212 for Molina, an increase of \$120,318.
Camden County Educational Services Commission	General Services Contract including child study team and related services, substitute nursing, home instruction and transportation. There is no obligation to use any services, the contract sets terms with Camden County should services be needed.	July 2016 - June 2017	\$60-\$95 per hour and \$300-\$1,450 per evaluation for Child Study Team and related services, as needed. Nursing at \$43/hour, home instruction at \$45/hour and transportation at vendor cost plus 5%, as needed.
Davis, Kim	Street Team Organizer	May 2016 - June 2016	\$15 per hour

Motion to approve: Graham Finney. Second by: Reuel Robinson
 Motion carried (5-0, Unanimous)

5. Camden City School District Agreements

None at this time.

6. Compliance and Policy Updates

ESEA Accountability Action Plan

Due to unclear and incomplete instructions in the first year of PARCC testing, Mastery Schools of Camden's incorrectly reported that our participation rate was 93% instead of our actual 98% participation rate. NJDOE denied our appeal to correct this error. As a result we are required to submit an action plan explaining how we will meet the target of 95% participation going forward.

#051816-11

Resolved, to approve for submission the ESEA Accountability Action Plan for 2015. (Board Document 051816-03).

Motion to approve: Jamie Reynolds. Second by: Graham Finney
 Motion carried (5-0, Unanimous)

Harassment, Intimidation, and Bullying (HIB) information

(Monthly HIB report (NC 5 4 2016))

7. Closed Session – held in beginning of meeting for Governance discussions.

8. Public Comment

9. Discussion - After School Program and Wrap Around Services (Alfaro)

Alfaro discussed the current state of after-care programming at our 5 sites. Safety and performance concerns at YMCA sites have led management to recommend not

extending the contract with the provider. Instead of centrally managing the funds and focusing entirely on After-care services, Mastery staff also recommended decentralizing the wrap-around funds and allowing schools to program specifically to their needs. Schools may elect to use funds for other wrap-around supports, but will still provide a maximum of 2 classrooms of After-care (A/C) in their buildings. In order to identify the right services, schools would engage families, school staff, and relevant local organizations. To offset the potential loss in after-care, schools will work to build up their enrichment offers during the week. Board members and staff provided feedback:

- Reynolds suggested that Urban Promise could be used as a thought partner and possible solution for A/S and A/C programming. Also expressed concern that schools may no longer serve as a 'safe haven' if we drastically reduce the number of seats for A/C.
- Sharp agreed that A/C has been a point of frustration for families.
- Robinson stressed the importance of Mastery continuing to provide some form of after school programming given the rash of violence during those hours in the city.

Gordon asked and received directional support from the Board to progress down the decentralized, school-specific programming path. Staff will update board throughout the process.

10. Adjourn

Motion to adjourn at 8:39pm: Graham Finney. Second by: Sherell Sharp
Motion carried (5-0, Unanimous)