



**Mastery Schools of Camden**  
*Excellence. No Excuses.*

**BOARD OF TRUSTEES MEETING MINUTES**  
**January 15, 2019**  
**6:00-7:30 pm**

**Held at East Camden Middle, Room 100**  
**3064 Stevens Street, Camden, NJ, 08105**

*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.*

**Roll Call**

MSC Board: Jamie Reynolds, Sharell Sharp, Jim Sheward, Judy Tschirgi (phone);  
Absent: Reuel Robinson, Quorum: 4/5 members

Staff: Yonca Agatan, Chris Barts, Vanessa Benton, Saliyah Cruz, Francina Girard,  
Scott Gordon, Joseph Ferguson, Tom Johnston (counsel), Suzanne McKenna,  
Michael Patron.

Jim Sheward called the meeting to order at 6:15pm

**Discussion**

MHSC – Dual enrollment program was presented by Dr. Will Hayes.

- Dual enrollment with Camden County College
  - Writing course free to Master students; 17% of students are enrolled in one writing course. 7% are enrolled FT at CCC working towards a liberal arts associates degree. 8% are enrolled in the program two hours daily.
  - Cost per student \$1,125 per semester.
  - Opens up future opportunities to dual hire teachers of record.
  - Potential non-profit backers and supporters are NJ automotive and NJ healthcare.
    - Board questioned if students would be allowed to participate in other programs outside of automotive?
      - Dr. Hayes noted that other pathway programs for dual enrollment are being considered.

**Action Resolutions**

- **Approval of the Minutes from December 18, 2018**  
**R-011519-01**  
**Resolved**, to approve the minutes from the meeting held on December 18, 2018 as presented.

- **Human Resources**

**R-011519-02**

**Resolved**, to ratify Mastery Schools of Camden staff hired between December 8, 2018 to January 4, 2019, as presented.

**R-011519-03**

**Resolved**, to ratify the \$145,656.99 of “other earnings” compensation paid during December 2018 for Mastery Schools of Camden staff, as presented.

**Motion to approve R-011519-01, 02, & 03: Jamie Reynolds; Second: Sharell Sharp; Motion passes with unanimous approval.**

**Finance & Disbursement Approvals**

**R-011519-04**

**Resolved**, that the Mastery Schools of Camden Board of Trustees ratifies the payroll in the amount of \$849,439 for December 14, 2018 and \$840,632 for December 28, 2018.

**R-011519-05**

**Resolved**, to approve payment of \$2,173,079 for operating expenses as detailed in the invoices listing (Board Document 011519-01).

**R-011519-06**

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

**R-011519-07**

**Resolved**, to approve the proposed FY19 Budget – January Revision for Mastery Schools of Camden as presented (Board Document 011519-02).

**R-011519-08**

**Resolved**, to authorize the submission of Mastery Schools of Camden’s STEM/Arts Integration grant to New Jersey Department of Education through the Reallocated Title I, Part I Funding that the state has made available. The grant term is February 2019 to September 2019 and the grant amount is \$46,336.

**Motion to approve R-011519-04, 05, 06, 07, & 08: Sharell Sharp; Second: Judith Tschirgi; Motion passes with unanimous approval.**

**CEO Report**

**R-011519-09**

**Resolved**, to ratify the long-term suspensions recommended by the Board of Trustees Long Term Suspension Committee at hearings held on January 8, 2019 involving students:

- 2001-Mastery High of Camden-Fighting-Long Term Suspension ends February 11, 2019
- 2002- Mastery High of Camden-Persistent Violation of School Policies-Long-Term Suspension ends February 11, 2019
- 2003- Mastery High of Camden-Fighting-Long-Term Suspension ends February 11, 2019
- 2004-Mastery High of Camden-Fighting-Long-Term Suspension ends February 11, 2019
- 2005-Mastery High of Camden-Possession of a Controlled Substance-Long-Term Suspension ends February 11, 2019
- 2006-Mastery High of Camden-Persistent Violation of School Policies-Long-Term Suspension ends February 11, 2019
- 2007-Mastery High of Camden-Persistent Violation of School Policies-Long-Term Suspension ends February 11, 2019

Additional Discussion:

- River Academy (currently housed at Mastery HS of Camden):
  - Long-term suspension option with a goal of providing students with personalized attention and targeted interventions necessary to transition students back to their home schools.
  - The model for behavior at River Academy is similar to Wayne; increased student empowerment and control with clear expectations equaling increased student investment and performance.
  - Student entry is based on the following: level III infraction occurs, disciplinary hearing is held, with recommendation to River Academy, River Academy in-take process occurs, long-term suspension committee conducts hearing, and recommendations presented to the Board of Trustees.
  - Student transitions happen when a student collaborative reviews take place (every five weeks); requires a pledge or general in student government level system to receive a recommendation for return. Schools create support plans for every student returning from River Academy; recommendations two weeks prior to end of each RP (River Academy to campus).
  - Board asked Management how likely will 5-7 weeks allow students to make points to return to school? How likely is it that students will revert and have to return to program? Management responded that there is not enough data but looking at Wayne's return rates.
  
- **Motion to approve R-011519-09: Jamie Reynolds; Second: Sharell Sharp; Motion passes with unanimous approval.**

**Compliance and Policy Updates**

**R-10 Background:** In March 2018 the Board adopted the Title IX Notice and Grievance Procedures. Since that time, we have recognized the need to clarify

some of the language to provide better guidance to schools and to establish consistent procedures. The four proposed changes are:

1. Amend the definition of Sexual Harassment so that it provides greater clarity and conforms with Office of Civil Rights (OCR) guidance.
2. Add that age and maturity be considered in our response.
3. Change the evidentiary standard from “preponderance of the evidence” to “clear and convincing” in accordance with recent OCR guidance. This is a higher standard that should ensure Title IX findings are better aligned with existing Mastery procedures.
4. Add the option of informal resolution of complaints which allows us to forego full investigations if all parties voluntarily agree to a resolution.

**R-11 Background:** In August 2018, New Jersey passed a law requiring high schools to have an opioid antidote (e.g. Narcan) on hand and to allow school nurses to administer it in case of emergency. The proposed policy language is recommended by the New Jersey School Board Association and reviewed by Tom Johnston. The first three pages align with our existing policy about students being allowed to carry and self-administer allergy medicine, including epi-pens, prescribed by a doctor with parental approval. It also allows our school nurses to administer it to any student in an emergency. The last two pages address the new opioid antidote requirements.

**Motion to approve R-011519-10 & 11: Sharell Sharp; Second: Judith Tschirgi; Motion passes with unanimous approval.**

1. **Public Comment (3 minutes per public comment) – no public comments submitted**
2. **Adjourn - Jim Sheward called the meeting to a close at 7:28pm.**