MASTERY SCHOOLS OF CAMDEN
BOARD OF TRUSTEES MEETING

July 23, 2014
7-8:30 p.m. Board Meeting

Held at DCM Architecture and Engineering
200 Federal Street, Camden, NJ 08103

Minutes

Meeting called to order @ 7:13p by Judy Tschirgi

Roll Call:

Board Members Present: Judy Tschirgi, Graham Finney, Reuel Robinson, Stacy Holland

Staff and Guests:
Joe Ferguson-Board Secretary
Management Org Staff: Scott Gordon-CEO, Tom Johnston-Attorney, Jim Leonard, Yonca Agatan, Irametta Thompson

1. **Approval of the Minutes from June 16, 2014**

Resolution #0714 – 01

Resolved, to approve the minutes from the meeting held on June 16, 2014 as presented.

Motion to approve resolution #**0714 – 01:**
Graham Finney; Second: Stacy Holland
Vote result: unanimous

2. **Hiring Approvals**

0714-02   Resolved, to approve hiring staff for the two campuses for Mastery
              Schools of Camden between July 1, 2014 and July 18, 2014 as presented.

Motion to approve resolution #**0714 – 02:**
Stacy Holland; Second: Reuel Robinson
Vote result: unanimous

3. **Disbursement Approvals (Yonca Agatan) – (pages 10-11)**

0714-03   **Resolved**, that the Mastery Schools of Camden Board of Trustees approves reimbursement of $156,893.68 paid by the manager, Mastery Charter High School, on behalf of Mastery Schools of Camden, Inc. between 6/1/2014 and 6/30/14 as detailed in the disbursement listing (Board Document 072314-01).

0714-04   **Resolved,** that the Mastery Schools of Camden Board of Trustees approves payment of $86,889.94 for school start-up and operating expenses as detailed in the invoices listing (Board Document 072314-02)

0714-05   **Resolved,** that the Mastery Schools of Camden Board of Trustees approves the payroll in the amount of $33,575 for 7/18/14.

Motion to approve resolution #**0714 – 03, 04, 05:**
Graham Finney: Second: Reuel Robinson
Voted result: unanimous

4. **Management Report (Scott Gordon and Joe Ferguson)**

   a. Legislative Updates
   b. Enrollment and School Opening Updates
   c. Facilities Update

Presentation:
Scott Gordon presented legislative changes for Urban Hope Act that were passed by New Jersey legislature on 6/30/14.
- Significant changes were to mirror charter law in areas of certification, tenure and dismissal, and opt-out from TEACH NJ
- The ability to significantly renovate existing school facility was added.
- Unfavorable language included a new requirement that 20% of the full network population in Camden must be housed at the "flagship" new construction campus. Implication of the 20% threshold includes the need to either increase the size of the projected building and/or lower the end-state enrollment targets.

Discussion:
- Stacy Holland requested a one page map of the enrollment or in-catchment area of each renaissance project (Mastery, Uncommon and KIPP)
- Stacy Holland also shared her desire to learn how we will distinguish services that school district is obligated to provide and distinguish ourselves academically & programmatically between KIPP & Uncommon
- Graham Finney asked the question about how enrollment is impacted by transportation and how it is provided
  o Joe Ferguson explained that the district pays for all students traveling 1.5 or more miles

- Joe Ferguson presented the current enrollment status: 112 enrollment packages have been received to date with a budget for 400 students. We are going to monitor enrollment extremely closely and will put contingency plans in place in case we do not hit our 400 number.
- Procurement is proceeding on schedule with books, supplies, computers and furniture ordered.
- Scott commented on the staffing of a new ELL employee who will help specifically in Camden; suggested that the Academic Team make an ELL presentation in the Fall.
- Scott invited Board to All Mastery Day on August 13th at the Liacouras Center.
- On Facilities Joe Ferguson presented the work being done on the temporary space
- On the new construction Scott Gordon and Joe Ferguson presented that the current location Cramer Hill may be a challenge with the new 20% enrollment rule. We must stay within the E/N Camden boundaries and are exploring maximizing use of the existing site and alternate sites
- Stacy Holland asked about decision to build a new elementary versus building a new High School. Joe Ferguson responded that the land required to build a High School would be significant and that if may be easier to renovate an existing building for a High School rather than build a new one.

5. **Contract and Legal Document Discussion (Joe Ferguson & Scott Gordon)**
   a. Operating Contract with Camden City School District (pp. 12-26)
   b. Leases with Camden City School District - Pyne Poynt (pp. 27-48) and Washington (pp. 49-66)
   c. Withdrawn
   d. Revised Articles of Incorporation as attached and amended (pp. 67-70)

Discussion:
- Judy recommended that the Board members should each have a copy of the final application to the state and the final operating agreement between Camden School District and Mastery Schools of Camden. Scott agreed to send those materials out.
- Tom Johnston explained the relationship between the Mastery Schools of Camden Board, Camden School District and State Department of Education.
- The Operating contract is between the Camden School District and Mastery Schools of Camden Board, however, the state may nullify or revoke the agreement at any time.
- The Operating contract focuses on performance metrics that the Mastery Schools of Camden agree to meet. The Mastery Schools of Camden through their Management Agreement have engaged Scott Gordon and Mastery Charter High School to provide educational and administrative services such as Payroll and Human Resources, as well as school leadership support, curriculum and instruction design, etc.

- Joe Ferguson also stated that the leases are currently being negotiated. Current language includes between $3.50-$4.00/sq. ft. not including utilities. Outstanding issues include staffing of both buildings (cleaning and building engineer).

0714-06 WITHDRAWN BY STAFF

As Revised 0714-07 Resolved to ratify signing of final operating agreement between Camden City School District and Mastery Schools of Camden.

Motion to approve revised resolved resolution #**0714 – 07 (revised)**
Stacy Holland; Second: Graham Finney
Voted result: unanimous

0714-08 Resolved, that the Board of Trustees of Mastery Schools of Camden, Inc. has determined it would be in the best interests of the Corporation to amend its Articles of Incorporation;

FURTHER RESOLVED, that the Board of Trustees of the Corporation shall and hereby does authorize the Corporation to file an Amended and Restated Articles of Incorporation in the form attached hereto.

- Tom Johnston walked through the changes of the Articles which included address changes and addition of Board members.

Motion to approve resolution #**0714 – 08:**
Graham Finney; Second: Stacy Holland
Vote result: unanimous

6. **Discuss and Approve Meeting Schedule for 2014-15**

0714-09 Resolved, to approve the schedule of Board meetings for Mastery Schools of Camden for the 2014-15 academic year and to authorize posting of the meetings in accordance with all Sunshine Laws in the State of New Jersey.

Camden Board Meetings

Dates	Location	Time
Wednesday, August 20, 2014	DCM Architects	6:30-8:30p
Tuesday, September 23, 2014	Pyne Poynt	7:00-8:30p
Wednesday, October 15, 2014	TBD (Phone)	7:00-8:30p
Wednesday, November 12 2014	TBD	7:00-8:30p
Wednesday, December 17, 2014	TBD (Phone)	7:00-8:30p
Wednesday, January 14, 2015	TBD	7:00-8:30p

Wednesday, February 18, 2015	TBD (Phone)	7:00-8:30p
Thursday, March 12, 2015	TBD	7:00-8:30p
Wednesday, April 15, 2015	TBD (Phone)	7:00-8:30p
Wednesday, May 13, 2015	TBD	7:00-8:30p
Wednesday, June 10, 2015	TBD	7:00-8:30p

Discussion:
- Board reviewed tentative schedule of dates for 2014-2015 school year. Scott made two requests:
  o Later start for 7:00p
  o September 23, 2014 meeting be held at Pyne Poynt Middle School

Motion to approve resolution #**0714 – 09:**
Reuel Robinson; Second: Stacy Holland
Vote result: unanimous

7. **Adjourn**

Motion to adjourn meeting at 8:57 p.m.
Graham Finney; Second: Reuel Robinson
Vote result: unanimous