

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

October 17, 2017

**At Mastery – Mastery Cramer Hill Elementary
(Conference Call)**

Minutes

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.

Members present: Jim Sheward, Reuel Robinson, Judith Tschirgi, Sharell Sharp

Absent: Jamie Reynolds

Staff: Yonca Agatan, Jim Leonard, Michael Patron, Tom Greenwood, Laura Clancy, Wyneshia Foxworth, Chris Barts, Suzanne McKenna, Yesenia Fuerte, Dionne, Tom Johnston (Counsel).

Jim Sheward called the meeting to order at 6:05 pm

1. Approval of the Minutes from September 19, 2017 (as attached pp. 11-16).

#101717-01

Resolved, to approve the minutes from the meeting held on September 19, 2017, as presented.

Motion to approve #101717-01 : Judith Tschirgi Second by: Reuel Robinson
Vote: Motion Carried (4-0, Unanimous)

2. Human Resources

#101717-02

Resolved, to ratify Mastery Schools of Camden staff hired between September 9, 2017 to October 6, 2017 as presented below.

First Name	Last Name	Campus	Job	FT/PT	Original Hire	Rate/Salary
Carrie	Fleming	Molina	Teacher - 3-6	F	09/11/2017	\$68,000.00
Floyd	Bennett	McGraw	Asst School Leader-Ops	F	09/29/2017	\$74,500.00

We report the following separations from Mastery Schools of Camden between September 9, 2017 to October 6, 2017.

Minutes in Review

First Name	Last Name	Campus	Job	Separation Date	Separation Reason	Notes
Laurie	Mitchell	Molina	Social Work Intern	6/23/2017	Voluntary	Separation reported after last board meeting
Jason	Rodriguez	Molina	EC Program Coordinator	6/23/2017	Voluntary	Separation reported after last board meeting
Jinera	Tribbett	Cramer Hill Upper	SpEd Classroom Asst	6/23/2017	Voluntary	Separation reported after last board meeting
John	Coleman	East Camden	SpEd Classroom Asst	09/15/2017	Voluntary	
Darold	Hayes	East Camden	Dean 10 Month	09/28/2017	Involuntary	

#101717-03

Resolved, to ratify the \$165,782.45 of “other earnings” compensation paid during September 2017 for Mastery Schools of Camden staff, as presented on the below.

First Name	Last Name	Job Title	Other Earnings	Description
Christa	Liszewski	Teacher - SpEd	\$125.00	IEP Writing(\$100), Chaperoning Students on Bus (\$25)
Clinton	Barnhill	Teacher - Math	\$973.50	Athletic Director
Jasmine	Jackson	Teaching Assistant	\$25.00	Chaperoning Students on Bus
Lutfi	Sariahmed	Teacher - English	\$25.00	Chaperoning Students on Bus
Elliot	Irizarry	Dean 10 Month	\$50.00	Chaperoning Students on Bus
Anna	Perry	Teacher - SpEd	\$1,075.00	Chaperoning Students on Bus (\$75), Signing Bonus (\$1,000)
Philip	Lopez	Community Organizer	\$120.00	Canvasser Incentive Payment
Dejon	Gilmore	Community Organizer	\$255.00	Canvasser Incentive Payment
Judith	Mota	Community Organizer	\$285.00	Canvasser Incentive Payment
Victoria	Miller	Community Organizer	\$704.00	Canvasser Incentive Payment
Alicia	Rivera	Community Organizer	\$960.00	Canvasser Incentive Payment
Maritza	Guridy	Community Engagement Mgr.	\$1,712.00	Canvasser Incentive Payment
Mekha	Hairston	Teacher - 3-6	\$500.00	EOY Bonus
Justin	Cole	Dean 10 Month	\$500.00	EOY Bonus
Kristina	Adriano	Teacher - K-2	\$1,000.00	EOY Bonus
Edwin	Quezada	Teacher - SpEd	\$1,000.00	EOY Bonus
Brian	Crescenti	Teacher - K-2	\$1,500.00	EOY Bonus
Jessica	Ramirez	Dean 10 Month	\$1,500.00	EOY Bonus
Stephen	Williams	AP/Director - Instruction	\$1,500.00	EOY Bonus
Irma	Diaz	Teacher-Bilingual	\$1,500.00	EOY Bonus
Jolon	McNeil	Asst School Leader-Cultur	\$1,500.00	EOY Bonus
Allison	Eller	Teacher - ESL	\$2,000.00	EOY Bonus
Kimberly	Garvin	Teacher - 3-6	\$2,000.00	EOY Bonus
Chinyere	Shani	Teacher - 3-6	\$2,000.00	EOY Bonus
Catherine	Steckel	Teacher - SpEd	\$2,000.00	EOY Bonus
Deraurah	Wilson	Teacher - K-4	\$2,500.00	EOY Bonus
Jeff	Arkainno	Teacher - PE	\$1,766.84	EOY Bonus (\$1,000), Personal Time Payout (\$766.84)

Minutes in Review

Stephanie	McCord	Teacher - SpEd	\$1,600.00	EOY Bonus (\$1,500), Supply Reimbursement (\$100)
Angela	Fleming	Teacher - SpEd	\$1,763.00	EOY Bonus (\$1,500), Tuition Reimbursement (\$263)
Frances	Gonzalez	Social Worker	\$1,028.80	EOY Bonus (\$500), Summer Pay (\$528.80)
Tiana	Brown	Teacher - 3-6	\$1,100.00	EOY Bonus(\$500), Tuition Reimbursement (\$600)
Ebony	Medina	Dean 10 Month	\$750.00	Extra Curricular Payment
Niki L.	Williams	Teacher - Art	\$2,312.50	Extra Curricular Supervisor (\$1062.50), Recruitment Outreach (\$800), Curriculum work for Academic Team (\$450)
Vanessa	Martinez	Admin Assistant	\$500.00	EOY Bonus
Mahelda	Santana	Attendance Coordinator	\$500.00	EOY Bonus
Mary Jane	Timbe	Admin Assistant	\$500.00	EOY Bonus
First Name	Last Name	Job Title	Other Earnings	Description
Meaghann	Lawson	Appren Asst School Leader	\$2,298.08	EOY Bonus (\$1,750), Personal Time Payout (\$548.08)
Jennifer	Paz	Asst School Leader-Ops	\$70.67	Personal Time Payout
Cintrella	Harris	Teacher - K-2	\$84.10	Personal Time Payout
Isamar	Figueroa	Operations Manager	\$89.42	Personal Time Payout
Katelyn	Allen	Teacher - K-2	\$114.70	Personal Time Payout
Ashley	Eural	Teacher - Music	\$128.22	Personal Time Payout
Gina	Post	Teacher-Bilingual	\$130.87	Personal Time Payout
Alicia	Holdsworth	Teacher - K-2	\$157.07	Personal Time Payout
Brandon	Fleishman	Teacher - 3-6	\$215.02	Personal Time Payout
Carla	Heusser	Teacher - SpEd	\$230.77	Personal Time Payout
Kristina	Kurtz	Teacher - SpEd	\$334.52	Personal Time Payout
Sydney	Schatz	Teacher - K-2	\$368.34	Personal Time Payout
Erica	Hall	Teacher - K-2	\$387.84	Personal Time Payout
Iris	Hill	Teacher - SpEd	\$424.88	Personal Time Payout
Heather	Trautz	Teacher - Art	\$472.36	Personal Time Payout
Carmen	Ubarry	Community Engagement Mgr.	\$561.54	Personal Time Payout
Lauren	Zucatti	Teacher - 3-6	\$575.34	Personal Time Payout
Sherry	Lander	Teacher - 3-6	\$625.00	Personal Time Payout
Lisa	Scalzitti	Asst School Leader-Ops	\$740.38	Personal Time Payout
JESSIE	Gismondi	Principal	\$1,521.15	Personal Time Payout
William	Hayes	School Leader	\$1,698.37	Personal Time Payout
TODD	ORANGE	AP/Director - Sch Culture	\$1,935.58	Personal Time Payout
Fatihah	Abdur-Rahman	Asst School Leader-Instru	\$2,758.05	Personal Time Payout (\$1,258.05), EOY Bonus (\$1,500)
Valerie	Bivins	Teacher - SpEd	\$1,228.97	Personal Time Payout (\$128.97), EOY Bonus (\$1000), Supply Reimbursement (\$100)
David	Martinez	Teacher - Math	\$298.58	Personal Time Payout (\$198.58), Supply Reimbursement (\$100)
Jennifer	Szkaradnik	Teacher - SpEd	\$716.98	Personal Time Payout (\$216.98), Stretch Goal Bonus (\$500)
Dana	White	Teacher - K-2	\$797.81	Personal Time Payout (\$297.81),Stretch Goal Bonus (\$500)
RICKIA	REID	Principal	\$3,615.38	Personal Time Payout (\$3,415.38), Tuition Reimbursement (\$200)

Minutes in Review

Krista	Venafro	Teacher - K-2	\$801.30	Personal Time Payout (\$301.30), Stretch Goal Bonus (\$500)
Alex	Garcia	Teacher - English	\$450.31	Personal Time Payout (\$350.31), Supply Reimbursement (\$100)
Laura	Schmidt	Teacher - K-2	\$1,455.89	Personal Time Payout (\$455.89), EOY Bonus (\$1,000)
Joyce	Thornsberry	Support Teacher	\$961.54	Personal Time payout (\$461.54), Stretch Goals Bonus(\$500)
Richard	Spargo	Teacher - 3-6	\$982.95	Personal Time payout (\$482.95), Stretch Goals Bonus(\$500)
Tianna	Kilgore	Dean 10 Month	\$1,702.73	Personal Time Payout (\$577.73), Stretch Goal Bonus (\$500), Extra Curricular (\$625)
Shade	Rivera	Teacher - SpEd	\$683.12	Personal Time Payout (\$583.12), Tuition Reimbursement (\$100)

Minutes in Review

First Name	Last Name	Job Title	Other Earnings	Description
Thea	Stewart	Learn Disab Teach Conslt	\$1,908.65	Personal Time Payout (\$908.65), Tuition Reimbursement (\$1000)
Lauren	Donnelly	Teacher - SpEd	\$200.00	Recruitment Outreach
Denzel	Smith	Teacher - 3-6	\$300.00	Recruitment Outreach
Michelle	Quirk	Teacher - SpEd	\$800.00	Recruitment Outreach
Avryel	Browne	AP/Director - Instruction	\$926.42	Separated Employee Payout
Averyel	Sawyer	Asst School Leader-Ops	\$1,348.91	Separated Employee Payout
Lauren	Scola	Teacher - SpEd	\$549.06	Separated Employee Payout
Jesse	McKevitt	Teacher - Spanish	\$3,000.00	Signing Bonus
James	McDonnell	Teacher - 3-6	\$1,000.00	Signing Bonus
Kristin	Bellamy	Teacher - 3-6	\$1,000.00	Signing Bonus
Heather	Fronza	Teacher - SpEd	\$1,500.00	Signing Bonus
Jessica	Manton	Teacher - Science	\$2,000.00	Signing Bonus
Brittany	Taylor	Teacher - Math	\$2,000.00	Signing Bonus
Darold	Hayes	Dean 10 Month	\$2,000.00	Signing Bonus
Corey	Millman	Teacher - 3-6	\$2,000.00	Signing Bonus
Linda	Odonnell	Teacher - Math	\$2,000.00	Signing Bonus
Kenneth	Wilson	Dean 10 Month	\$2,000.00	Signing Bonus
LaToya	Coley	Internship Coordinator 10	\$2,500.00	Signing Bonus
Michael	Smith	Teacher - Math	\$1,100.00	Signing Bonus (\$1,000), Tuition Reimbursement (\$100)
Laura	Williams	Teacher - English	\$1,100.00	Signing Bonus (\$1,000), Tuition Reimbursement (\$100)
RoseMarie	McGraw	Teacher - 3-6	\$1,100.00	Signing Bonus (\$1,000), Tuition Reimbursement (\$100)
Amber	Atis	Teacher-Bilingual	\$1,150.00	Signing Bonus (\$1,000), Tuition Reimbursement (\$150)
Michelle	Jones	Teacher - Art	\$1,150.00	Signing Bonus (\$1,000), Tuition Reimbursement (\$150)
Breanna	Bertele	Teacher - Math	\$1,600.00	Signing Bonus (\$1,500), Tuition Reimbursement (\$100)
Jeffrey	Bowlby	Teacher - Science	\$2,100.00	Signing Bonus (\$2,000), Tuition Reimbursement (\$100)
Bridget	Hollister	Teacher - Math	\$2,100.00	Signing Bonus (\$2,000), Tuition Reimbursement (\$100)
Stephen	Muscelli	Teacher - Math	\$2,100.00	Signing Bonus (\$2,000), Tuition Reimbursement (\$100)
Tiffany	Johnson	Teacher - K-2	\$2,650.00	Signing Bonus (\$2,500), Tuition Reimbursement (\$150)
Danielle	Almquist	Social Worker	\$2,650.00	Signing Bonus (\$2,500), Tuition Reimbursement (\$150)
Achankeng	Fonge	Teacher - Math	\$5,100.00	Signing Bonus (\$5,000), Supply Reimbursement (\$100)
Laquanda	Jackson	School Leader	\$10,715.38	Stretch Goal Bonus (\$10,000), Personal Time Payout (\$715.38)
Danielle	Horowitz	Asst School Leader-Instru	\$4,145.18	Stretch Goal Bonus (\$2,000), EOY Bonus (\$2,000), Personal Time Payout (\$145.18)
Stephanie	McDuffie	Teacher - 3-6	\$1,750.00	Stretch Goal Bonus (\$500), EOY bonus (\$1,250)
Samantha	Kennedy	Teacher - SpEd	\$500.00	Stretch Goals Bonus
Alynda	Boonyachai	Teacher - K-2	\$500.00	Stretch Goals Bonus
Sean	Burg	Teacher - Social Studies	\$500.00	Stretch Goals Bonus
Erica	Carmichael	Teaching Assistant	\$500.00	Stretch Goals Bonus

Minutes in Review

First Name	Last Name	Job Title	Other Earnings	Description
Raquel	Cintron-Cardozo	Teacher - Spanish	\$500.00	Stretch Goals Bonus
Emily	Collins	Teacher - SpEd	\$500.00	Stretch Goals Bonus
Latonya	Evans	Teaching Assistant	\$500.00	Stretch Goals Bonus
Danielle	Farmer	Teacher - K-2	\$500.00	Stretch Goals Bonus
LaToya	Hunter	Teacher - 3-6	\$500.00	Stretch Goals Bonus
Gabrielle	Loesch-Miller	Teacher - 3-6	\$500.00	Stretch Goals Bonus
Griselda	Lopez-Mendez	Teacher - K-2	\$500.00	Stretch Goals Bonus
Athena	Markakis	Teacher - Art	\$500.00	Stretch Goals Bonus
Matthew	Marshall	Dean 10 Month	\$500.00	Stretch Goals Bonus
Allison	Ranck	Teacher - ESL	\$500.00	Stretch Goals Bonus
Aaron	Rhock	Teacher - 3-6	\$500.00	Stretch Goals Bonus
Mildred	Rojas	Community Engagement Mgr.	\$500.00	Stretch Goals Bonus
Kristen	Saggiomo	Teacher - SpEd	\$500.00	Stretch Goals Bonus
Amanda	Vignali	Teacher - K-2	\$500.00	Stretch Goals Bonus
Heather	Wisniewski	Teacher - 3-6	\$500.00	Stretch Goals Bonus
Jessica	McCreary	Asst School Leader-Cultur	\$2,000.00	Stretch Goals Bonus
Charmaine	Giles	Asst School Leader-Instru	\$2,527.88	Stretch Goals Bonus (\$2,000), Personal Time Payout (\$527.88)
Melissa	Lundstedt	Asst School Leader-SpSrv	\$3,000.00	Stretch Goals Bonus (\$2,000), Tuition Reimbursement (\$1,000)
Eugene	Cash Jr.	Teacher - PE	\$2,475.00	Supply Reimbursement (\$100), Athletic Director (\$2,375)
Gregory	Battipaglia	Teacher - Math	\$1,100.00	Supply Reimbursement (\$100), Tuition Reimbursement (\$1,000)
Mia	Harper	Teaching Assistant	\$837.50	Supply Reimbursement (\$150), Athletics (\$687.50)
Marissa	Arahill	Teacher - Science	\$100.00	Supply Reimbursement
Caprice	Carter	Teacher - English	\$100.00	Supply Reimbursement
Yvette	Cuffee	Teacher - 3-6	\$100.00	Supply Reimbursement
Peter	DeCarolis	Teaching Assistant	\$100.00	Supply Reimbursement
Katherine	Durkin	Teacher - ESL	\$100.00	Supply Reimbursement
Sonia	Hernandez	Teacher - History	\$100.00	Supply Reimbursement
Cashana	Hudson	Teacher - Science	\$100.00	Supply Reimbursement
Michael	Juckett	Teacher - Social Studies	\$100.00	Supply Reimbursement
James	Kehler	Teacher - Science	\$100.00	Supply Reimbursement
Kyerra	Mayoral-Arevalos	Teaching Assistant	\$100.00	Supply Reimbursement
Lolita	Oliver	SpEd Case Manager	\$100.00	Supply Reimbursement
Dara	Perelman	Teacher - Social Studies	\$100.00	Supply Reimbursement
Lashun	Robinson	Teacher - SpEd	\$100.00	Supply Reimbursement
Lynne	Sanders	Teacher - Spanish	\$100.00	Supply Reimbursement
Annette	Santiago-Michaels	Teacher - English	\$100.00	Supply Reimbursement
Michael	Travers	Teacher - 3-6	\$100.00	Supply Reimbursement
Fred	Waters	Teacher - English	\$100.00	Supply Reimbursement
Donald	Williams	Teacher - Art	\$100.00	Supply Reimbursement
Erin	Farrell	Teacher - 3-6	\$100.00	Supply Reimbursement
Tamia	Murphy	Teacher - 3-6	\$100.00	Supply Reimbursement
Kimberly	Blake	AP/Director - Instruction	\$150.00	New Campus Supply Reimbursement

Minutes in Review

First Name	Last Name	Job Title	Other Earnings	Description
Erica	Bogan	Teacher - ESL	\$150.00	New Campus Supply Reimbursement
Amanda	Bonner	Teacher - K-2	\$150.00	New Campus Supply Reimbursement
Shadonna	Charleston	AP/Director - Sch Culture	\$150.00	New Campus Supply Reimbursement
Christina	Gonzalez	Teacher - K-2	\$150.00	New Campus Supply Reimbursement
Stephanie	Heeney	Teacher - K-2	\$150.00	New Campus Supply Reimbursement
Jazmin	Hill	Classroom Counselor	\$150.00	New Campus Supply Reimbursement
Nicole	Jones	Teaching Assistant	\$150.00	New Campus Supply Reimbursement
Jiwon	Lee	Asst School Leader-SpSrv	\$150.00	New Campus Supply Reimbursement
Nailah	Levy	Teacher- Intervention	\$150.00	New Campus Supply Reimbursement
Ana	Maldonado	Teacher - K-2	\$150.00	New Campus Supply Reimbursement
Anthony	Marable	Dean 10 Month	\$150.00	New Campus Supply Reimbursement
Kourtney	Maurizio	Teacher - K-2	\$150.00	New Campus Supply Reimbursement
Diamond	McBurrows	SpEd Classroom Asst	\$150.00	New Campus Supply Reimbursement
Christina	McDonough	Teacher - K-2	\$150.00	New Campus Supply Reimbursement
Robyne	McLeod	School Leader	\$150.00	New Campus Supply Reimbursement
Sharone	McMillan	Support Teacher	\$150.00	New Campus Supply Reimbursement
Marisol	Nunez	Operations Manager	\$150.00	New Campus Supply Reimbursement
Radame	Rivera	Teaching Assistant	\$150.00	New Campus Supply Reimbursement
Katherine	Roman	Teacher - K-2	\$150.00	New Campus Supply Reimbursement
Eric	Shacklett	Teacher - Music	\$150.00	New Campus Supply Reimbursement
Terrencia	Smith	Teacher - K-2	\$150.00	New Campus Supply Reimbursement
Najla	Suluki	Teacher - K-2	\$150.00	New Campus Supply Reimbursement
Elise	Trendler	Teacher - K-2	\$150.00	New Campus Supply Reimbursement
Yosmeris	Valdez Figueroa	SpEd Classroom Asst	\$150.00	New Campus Supply Reimbursement
Tina	Wilgus	Teacher - PE	\$150.00	New Campus Supply Reimbursement
Jennifer	Bachman	Teacher - K-2	\$150.00	New Campus Supply Reimbursement
Tyneika	Bond	Teaching Assistant	\$1,000.00	Tuition Reimbursement
Courtney	Johnson	Teaching Assistant	\$1,000.00	Tuition Reimbursement
		Total	\$165,782.45	

Discussion: Update by Laura Clancy explaining the stretch goal bonus. It's a school-wide performance bonus structure ranging from \$10,000, \$2,000 & \$500. McGraw was one of the 4 schools who met/exceeded the goal by 2%. It being paid out now because we wait for academic data over the summer and you only qualify if you return the next academic year.

3. Disbursement Approvals (No attachment for payroll, Separate document for invoices)

#101717-04

Resolved, that the Mastery Schools of Camden Board of Trustees ratifies the payroll in the amount of \$741,062 for September 8, 2017 and \$662,685 for September 22, 2017.

#101717-05

Resolved, to approve payment of \$2,728,330.12 for operating and start-up expenses as detailed in the invoices listing (Board Document 101717-01).

Minutes in Review

4. Finance Presentation – Yonca Agatan (pages 8-10)

- Section I – FY17 Audit Results
 - i. Yonca briefly presented the preliminary audit results. The overall reports will be presented at the November meeting
- Section II – Enrollment Update
 - i. Yonca presented an update and enrollment is going well. One issue is Special Ed – working on getting resources to support to the students at the schools
- Section III – Overview of September 2017 Financials

5. General Business and School Operations

#101717-06

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	Contract Amount
Bridge Philly	Yoga Instruction	September 2017 - December 2017	\$4,038, McGraw Elementary
YMCA of Burlington & Camden Counties	Soccer for Success Program	September 2017 - June 2018	NA - funded by Campbell Soup Company's Healthy Communities Initiative - Molina Elementary
Drinker, Biddle, & Reath LLP	Legal Services - ERISA, Pension-related	September 2017 - June 2018	Retainer: \$5,000, Billing Rate: \$575 per hour
Norman Brown, Esq	Legal Services - Certificate of Occupancy for Molina Lower	September 2017 - June 2018	Retainer: \$3,500, Billing Rate: \$250 per hour
CORA Services	Special education related services - Psychology, speech, occupational therapy, physical therapy, hearing.	2017-2018 School Year	\$350,000 (Estimate)
Brookfield Schools	Special Education services	2017-2018 School Year	\$22/hr - estimate \$55,000

Motion to approve #101717-02, #101717-03, #101717-04, #101717-05, #101717-06: Reul Robinson Second by: Judith Tschirgi Vote: Motion Carried (4-0, Unanimous)

6. Camden City School District Agreements – None at this time.

**7. Compliance and Policy Updates
Harassment, Intimidation, and Bullying (HIB) information**

(Monthly HIB Report – September 2017 is attached separately)

8. CEO Report

- None at this time

9. Closed Session

Minutes in Review

10. Public Comment

- Aretha Turlington –Daughter Alajia Trulington attends East Camden in 9th grade
 - i. Issue with teacher and student relationships.
- Judith Mota – Parent Action Team member

11. Adjourn

Motion to adjourn at 6:26 pm: Judy Tschirgi Second by: Sharell Sharp.
Motion carried (4-0, unanimous)