

MASTERY SCHOOLS OF CAMDEN

April 24, 2018
6-7:00 pm

Held at Mastery – McGraw Elementary
Conference Call
(605.475.4700; Passcode #: 905827#)

BOARD OF TRUSTEES MEETING 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.

- **Roll Call**

Board members present (by phone): Jim Sheward, Judy Tschirgi, Reuel Robinson
Absent: Jamie Reynolds, Sharell Sharp; Quorum: 3/5

Staff Present (by phone): Scott Gordon, Yonca Agatan, Michael Patron, Chris Barts, Tom Johnston (counsel); In person: Joe Ferguson, Lauren Ziegler

Jim Sheward called the meeting to order at 6:03pm.

- **Action Resolutions** **10 minutes**

- **Approval of the Minutes from March 13, 2018** **Pages 3-8**
R-042418-01
Resolved, to approve the minutes from the meeting held on March 13, 2018, as presented.

Motion to approve R-042418-01, Judy Tschirgi; Second: Reuel Robinson; Unanimous

- **Human Resources** **Pages 9-10**
R-042418-02
Resolved, to ratify Mastery Schools of Camden staff hired between March 3, 2018 to April 13, 2018 as presented.

Motion to approve R-042418-02, Reuel Robinson; Second: Judy Tschirgi; Unanimous

R-042418-03

Resolved, to ratify the \$54,868.70 of “other earnings” compensation paid during March 2018 for Mastery Schools of Camden staff, as presented.

Motion to approve R-042418-03, Judy Tschirgi; Second: Reuel Robinson; Unanimous

• **Compliance and Policy Updates**

Attached

R-042418-04

Resolved, to accept the HIB Board Report for April as submitted.

- Management and counsel reminded the board that the board is being asked to acknowledge receipt/accept the report via resolution

Motion to approve R-042418-04, Judy Tschirgi; Second: Reuel Robinson; Unanimous

R-042418-05

Resolved, to ratify appointment of Kimberly Blake as Principal of Molina Lower effective December 5, 2017.

Motion to approve R-042418-05, Judy Tschirgi; Second: Reuel Robinson; Unanimous

R-042418-06

Resolved, to adopt the revised school calendar for 2017-18 as presented reflecting make up days for snow closings (i.e., adding make up days from June 18th through 21st).

- Management clarified that without the snow days the calendar would have ended June 14.

Motion to approve R-042418-06, Judy Tschirgi; Second: Reuel Robinson; Unanimous

• **Disbursement Approvals**

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R-042418-07

Resolved, that the Mastery Schools of Camden Board of Trustees ratifies the payroll in the amount of \$763,728 for March 9, 2018 and \$719,812 for March 23, 2018.

R-042418-08

Resolved, to approve payment of \$3,671,937.04 for operating expenses as detailed in the invoices listing (Board Document 042418-01).

Motion to approve R-042418-07 & R-042418-08, Reuel Robinson; Second: Judy Tschirgi; Unanimous

R-042418-09

Resolved, to ratify the creation of an operating bank account at PNC Bank for Mastery High School of Camden.

R-042418-10

Resolved, that the operating account at PNC Bank for Mastery High School of Camden will have the following approved check signers: James Sheward, Scott Gordon, Yonca Agatan, Joseph Ferguson, Christopher Barts, Tom Greenwood and Suzanne McKenna.

Motion to approve R-042418-09 & R-042418-10, Judy Tschirgi; Second: Reuel Robinson; Unanimous

R-042418-11

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
Strang School/Ranch Hope	Approved private school for IC	September 2017 - June 2018	\$77,779
Irrigation Systems	Grass cutting	April 2018 - October 2018	\$1,790 per month (\$12,530 total)

Motion to approve R-042418-11, Reuel Robinson; Second: Judy Tschirgi; Unanimous

- **Public Comment**
 - No public comment was made.
- **Other Business:**
 - Management noted that the May 15 meeting will be changed to an in-person meeting at McGraw.
 - Appropriate notice will be provided to the public.
- **Adjourn**
 - Meeting adjourned at 6:14pm