

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

February 15, 2017 6pm-8pm

Mastery – Molina Elementary

****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: Jamie Reynolds, Jim Sheward, Sharell Sharp, Reuel Robinson.

Member absent: Judith Tschirgi.

Staff and Guests: Yonca Agatan, Michael Patron, Scott Gordon, Jim Leonard, Laura Clancy, Brian McLaughlin, Tom Greenwood, Tom Johnston (Counsel), Joe Ferguson.

Jim Sheward chaired the meeting and called it to order at 6:02pm. The Board went into closed session to discuss legal matters.

The board re-opened the public meeting at 6:58pm (Motion: Jamie Reynolds, Second: Sharell Sharp, 4-0, unanimous)

1. Approval of the Minutes from January 18, 2017 (as attached pp. 12-18).

#021517-01

Resolved, to approve the minutes from the meeting held on January 18, 2017, as presented.

Motion to approve #021517-01: Jamie Reynolds. Second by: Sharell Sharp.

Motion carried (4-0, unanimous)

2. Human Resources

#021517-02

Resolved, to ratify Mastery Schools of Camden staff hired between January 7, 2017 and February 3, 2017 as presented below.

First Name	Last Name	Campus	Job	FTPT	Original Hire	Rate/Salary	Notes
Marx	Desulme	Molina	SpEd Classroom Asst	P	01/09/2017	\$14.00	
Miles	Rogers	North Camden	Afterschool Substitute	P	01/17/2017	\$27.00	
Amanda	McGowan	North Camden	Teacher 3-6	F	01/23/2017	\$65,500	Was a 3-6 Teacher in 15-16, changed to a building sub in 16-17, promoted back to 3-6 Teacher
Ciara	Bouyer	Molina	Teacher - SpEd	F	01/27/2017	\$48,000	
Richard	Jones	East Camden	SpEd Classroom Asst	P	01/30/2017	\$14.00	

We report the following terminations from Mastery Schools of Camden between January 7, 2017 and February 3, 2017 as presented below.

First Name	Last Name	Location	Job	Termination Date	Termination Reason	Notes
Tammy	Pacheco	East Camden	Admin Assistant	12/09/2016	Involuntary	Finalization of investigation delayed termination in UltiPro, missing deadline for previous board
Tiffany	Hope	North Camden	Teacher - Science	01/12/2017	Voluntary	
Cecilia	Lopiano	North Camden	Teacher - 3-6	01/20/2017	Voluntary	

#021517-03

Resolved, to ratify the \$30,294.01 of “other earnings” compensation paid during January 2017 for Mastery Schools of Camden staff, as presented on the below.

Note: PD 1/27 includes \$21k in extra pays for NJ Certification Mentorship and Extra Classes

First Name	Last Name	Job Title	Other Earnings	Description
Dana	White	Teacher - K-2	\$ 500.00	Additional Minutes
Tyneika	Bond	Teaching Assistant	\$ 108.00	After Care Coverage
Cynthia	Lawson	Classroom Counselor	\$ 135.00	After Care Coverage
Davanna	Morris	SpEd Classroom Asst	\$ 148.50	After Care Coverage
David	Martinez	Teacher - Math	\$ 162.00	After Care Coverage
Maryah	Wilcox	SpEd Classroom Asst	\$ 189.00	After Care Coverage
Justin	Cole	Teacher - K-2	\$ 216.00	After Care Coverage
John	Coleman	SpEd Classroom Asst	\$ 216.00	After Care Coverage
Alexandra	Mazyck	Teacher - SpEd	\$ 243.00	After Care Coverage
Athena	Markakis	Teacher - Art	\$ 270.00	After Care Coverage
Kimberly	Garvin	Teacher - 3-6	\$ 324.00	After Care Coverage
Cintrella	Harris	Teacher - K-2	\$ 324.00	After Care Coverage
Maurice	Taylor	SpEd Classroom Asst	\$ 378.00	After Care Coverage
Sean	Burg	Teacher - Social Studies	\$ 378.00	After Care Coverage
Mia	Harper	Teaching Assistant	\$ 472.50	After Care Coverage
Kristen	Saggiomo	Teacher - SpEd	\$ 472.50	After Care Coverage
Aaron	Rhock	Teaching Assistant	\$ 526.50	After Care Coverage
Jenese	Tejero	Teacher - SpEd	\$ 540.00	After Care Coverage
Erica	Carmichael	Teaching Assistant	\$ 543.00	After Care Coverage
Iris	Hill	Teacher - SpEd	\$ 607.50	After Care Coverage
Kenneth	Reyes	Teacher - K-2	\$ 648.00	After Care Coverage
Amanda	Vignali	Teacher - K-2	\$ 729.00	After Care Coverage
St Leger	Leyde	Dean 10 Month	\$ 2,000.00	Moving Bonus
Sharone	McMillan	Support Teacher	\$ 118.00	NJ Certification Mentor Payment
Marcus	Gonzalez	Teacher - ESL	\$ 275.00	NJ Certification Mentor Payment
Erica	Hall	Teacher - K-2	\$ 275.00	NJ Certification Mentor Payment
Michelle	Quirk	Teacher - SpEd	\$ 275.00	NJ Certification Mentor Payment
Sydney	Schatz	Teacher - K-2	\$ 275.00	NJ Certification Mentor Payment
Kayla	Hanna	Teacher - SpEd	\$ 275.00	NJ Certification Mentor Payment
Griselda	Lopez-Mendez	Teacher - K-2	\$ 275.00	NJ Certification Mentor Payment
Tamia	Murphy	Teacher - 3-6	\$ 324.00	NJ Certification Mentor Payment
James	Kehler	Teacher - Science	\$ 403.00	NJ Certification Mentor Payment
Risa	DeSilva	Teacher - 3-6	\$ 441.00	NJ Certification Mentor Payment
Samantha	Pessiki	Teacher - 3-6	\$ 500.00	NJ Certification Mentor Payment
Lauren	Scola	Teacher - SpEd	\$ 550.00	NJ Certification Mentor Payment
Heather	Trautz	Teacher - Art	\$ 562.00	NJ Certification Mentor Payment
Robert	Bonner	Teacher - K-2	\$ 620.00	NJ Certification Mentor Payment

First Name	Last Name	Job Title	Other Earnings	Description
Yvette	Cuffee	Teacher - 3-6	\$ 775.00	NJ Certification Mentor Payment
Tiana	Brown	Teacher - 3-6	\$ 775.00	NJ Certification Mentor Payment
Kenneth	Ellerbee	Teacher - Music	\$ 805.00	NJ Certification Mentor Payment
Niki	Williams	Teacher - Art	\$ 1,050.00	NJ Certification Mentor Payment
Laura	Schmidt	Teacher - K-2	\$ 450.50	NJ Certification Mentor Payment (\$275), After Care Coverage (\$175)
Andrew	Anderson	Asst School Leader-SpSrv	\$ 3,571.99	NJ Certification Mentor Payment (\$275), Payout for Terminated Employee(\$3296.99)
Kimberly	Clark	Support Teacher	\$ 544.00	NJ Certification Mentor Payment (\$382), After Care Coverage (\$162)
Casey	Trimper	Teacher - 3-6	\$ 1,130.50	NJ Certification Mentor Payment(\$550), After Care Coverage (\$580.50)
Brian	Crescenti	Teaching Assistant	\$ 1,000.00	Stipend for covering for core teacher on leave
Cecilia	Lopiano	Teacher - 3-6	\$ 629.52	Separated Employee Payout
Ryan	Kelly	Social Worker 10 Month	\$ 314.00	Tuition Reimbursement
Veronica	Ward	Teacher - ESL	\$ 675.00	Tuition Reimbursement
Alison	Vennell	Teacher - SpEd	\$ 1,000.00	Tuition Reimbursement
Melissa	Lundstedt	Asst School Leader-SpSrv	\$ 1,000.00	Tuition Reimbursement
Brandon	Fleishman	Teacher - 3-6	\$ 1,275.00	Tuition Reimbursement (\$1,000), NJ Certification Mentor Payment (\$275)

Motion to approve #021517-02 and #021517-03: Jamie Reynolds. Second by: Sharell Sharp. Motion carried (4-0, unanimous)

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

#021517-04

Resolved, that the Mastery Schools of Camden Board of Trustees ratifies the payroll in the amount of \$512,922 for January 13, 2017 and \$554,040 for January 27, 2017.

#021517-05

Resolved, to approve payment of \$1,206,750.44 for operating expenses as detailed in the invoices listing (Board Document 021517-01).

Motion to approve #021517-04 and #021517-05: Jamie Reynolds. Second by: Sharell Sharp. Motion carried (4-0, unanimous)

4. Finance Presentation (Yonca Agatan) – pp. 6-11

- Section I – Enrollment Update
- Section II – FY17 Budget - January Revision
- Section III – Overview of FY17 Financials

Agatan gave an update on enrollment which dropped slightly since the last meeting. FY17 Budget revisions take into account new enrollment projections and other anticipated revenue and expense changes.

Board members shared their appreciation for the fiscal management by Agatan and the finance team.

5. General Business and School Operations

#021517-06

Resolved, to approve the **FY17 Budget – January Revision** as presented (Board Document 021517-02).

Motion to approve #021517-06: Jamie Reynolds. Second by: Sharell Sharp.

Motion carried (4-0, unanimous)

#021517-07

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
DeJesus, Clarissa	Street Team Organizer	February - June 2017	\$15 per hour
Settlement Music School	Afterschool Music Program	February - June 2017	\$4,560.20 total at McGraw for one afternoon per week.
Staffing Plus	Substitute Teachers, Paraprofessionals, Nurses	February - June 2017	Substitute Teachers at \$150-175/day, Paraprofessionals at \$18.50-\$21/hour. Nurse - Certified \$50-55/hour, Non-Certified \$45-55/hour. (all campuses).

Motion to approve #021517-07: Jamie Reynolds. Second by: Sharell Sharp.

Motion carried (4-0, unanimous)

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

7. Compliance and Policy Updates

#021517-08

Resolved, to adopt the Revised Special Education Policies and Procedures as required by NJDOE.

#021517-09

Resolved, to adopt the Use of School Facilities Policy to provide guidance on the use of school facilities by outside parties.

#021517-10

Resolved, to revise the Board meeting calendar to reflect the changes below.

PROPOSED DATE (We would meet on...)	ORIGINAL DATE (We would no longer meet on...)
March 14 th (At McGraw)	March 15 th (At McGraw)
April 25 th (Phone call)	April 26 th (Phone call)
May 16 th (At North Camden)	May 17 th (At North Camden)* (May be switched to phone call based on agenda.)
June 20 th (At Cramer Hill)	June 21 st (At Cramer Hill)

Motion to approve #021517-08, #021517-09, and #021517-10: Jamie Reynolds.
 Second by: Sharell Sharp. Motion carried (4-0, unanimous)

#021517-11 – **PULLED FROM AGENDA**

The Biannual HIB Board Report for September 2016 through January 2017 is presented below. No Board action required. For informational purposes only.

Harassment, Intimidation, and Bullying (HIB) Biannual Report to the Board - January 2017					
School	North Camden	Cramer Hill	Molina	McGraw	East Camden
Anti-Bullying Specialist	Luiz Pereira / Brandon Cummings	Kim Coleman	Jolon McNeil	Jessica McCreary	Nate Gibson
Number of Reported Incidents	7	0	0	0	5
Number of Completed Investigations	7	0	0	0	5
Outstanding Investigations	0	0	0	0	0
Number of Confirmed HIB	5	0	0	0	5

Final HIB Self-Assessment (separate attachment) – presented previously in July Board meeting. No Board action required. For informational purposes only.

8. Closed Session – Legal and Real estate matters (discussed earlier in agenda).

9. Public Comment – None at this time.

10. Adjourn

Motion to adjourn at 7:27pm (Jamie Reynolds, Sharell Sharp)
 Motion carried (4-0, unanimous)