Board Chair called meeting to order at 7:30pm.
Members present: Judith Tschirgi, Graham Finney, Jamie Reynolds, Sharell Sharp, Stacy Holland
Members absent: Reuel Robinson
Staff and Guests: Yonca Agatan, Scott Gordon, Jim Leonard, Tom Greenwood, Joe Ferguson, Brian McLaughlin, Michael Patron, Tom Johnston (Counsel);
Board Candidates: Jim Sheward

The Board went into Closed Session at 7:31pm to discuss governance and legal matters. Motion to move into closed session: Graham Finney, Second by: Jamie Reynolds. Motion carried (5-0, unanimous). Motion to return to public session: Jamie Reynolds, Second by: Graham Finney. Motion carried (5-0, unanimous). Board returned back to public session at 7:45pm.

1. Governance

Resolution #061516-01
Resolved, to accept the appointment of Jim Sheward to serve as a Board Trustee of Mastery Schools of Camden for a 2 year term, effective immediately.

Board discussed the candidate and his experience with Mastery and running growing organizations. Gordon and Tschirgi discussed the need to continue to have balance on the board. Opportunities to inclusive and add local diverse leaders will be investigated.

Motion to approve #061516-01: Graham Finney. Second by: Jamie Reynolds. Motion carried (5-0, unanimous)

Resolution #061516-02
Resolved, to re-appoint Judy Tschirgi as Board Chair of Mastery Schools of Camden’s Board of Trustees.

Resolution #061516-03
Resolved, to re-appoint Joe Ferguson as Board Secretary of Mastery Schools of Camden’s Board of Trustees.
Board Bylaws require the regular appointment or reappointment of Board Chair and Secretary. Tschirgi reminded the Board that the position of Secretary may be someone not on the Board.

Motion to approve #061516-02 and #0261516-03: Graham Finney. Second by: Jamie Reynolds. Motion carried (6-0, unanimous)

Holland requested that future Board member growth or plans continue to be a topic for the entire Board to tackle, including naming of Chair.

2. Approval of the Minutes from May 18, 2016 (as attached pp. 18-22).

#061516-04
Resolved, to approve the minutes from the meetings held on May 18, 2016, as presented.
Motion to approve #061516-04: Jamie Reynolds. Second by: Stacy Holland. Motion carried (5-0, Jim Sheward abstained)

3. Human Resources

#061516-05
Resolved, to ratify Mastery Schools of Camden staff hired between May 9, 2016 and June 3, 2016 as presented below.

We report the following terminations from Mastery Schools of Camden between May 9, 2016 and June 3, 2016 as presented below.

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Location</th>
<th>Job</th>
<th>PT or FT</th>
<th>Original Hire</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ojala</td>
<td>Mwalimu</td>
<td>East Camden</td>
<td>Teacher - History</td>
<td>FT</td>
<td>05/31/2016</td>
<td></td>
</tr>
<tr>
<td>Meaghann</td>
<td>Lawson</td>
<td>East Camden</td>
<td>Assistant School Leader Instruction</td>
<td>FT</td>
<td>05/09/2016</td>
<td>Previously an ASL-I at East Camden</td>
</tr>
</tbody>
</table>

Motion to approve #061516-05: Graham Finney. Second by: Sharell Sharp. Motion carried (6-0, unanimous)

#061516-06
Resolved, to ratify the $40,361.21 of “other earnings” compensation paid during May 2016 for Mastery Schools of Camden staff, as presented on the below.
Agatan shared that this number is higher than most months because of timing. At the end of year, many ‘other pays’ are due to be paid out.

Motion to approve #061516-06: Graham Finney. Second by: Jamie Reynolds. Motion carried (6-0, unanimous)

Salary Scales for 2016-2017
Each year the Board will approve the salary scales for all instructional and non-instructional positions. These scales are used to determine salaries for the upcoming year and are published annually in the Employee Handbook.

#061516-07
Resolved, to approve the 2016-17 school year salary scales for teaching and administrative staff.
<table>
<thead>
<tr>
<th>Teacher Salary Scale</th>
<th>2016-17</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Min</td>
<td>Max</td>
</tr>
<tr>
<td>Support Teachers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Associate</td>
<td>$36,000</td>
<td>$38,750</td>
</tr>
<tr>
<td>Sr Associate</td>
<td>$39,000</td>
<td>$42,000</td>
</tr>
<tr>
<td>Advanced</td>
<td>$43,000</td>
<td>$46,000</td>
</tr>
<tr>
<td>Master</td>
<td>$47,000</td>
<td>$53,000</td>
</tr>
<tr>
<td>Teachers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Associate</td>
<td>$48,000</td>
<td>$58,250</td>
</tr>
<tr>
<td>Sr Associate</td>
<td>$60,000</td>
<td>$68,000</td>
</tr>
<tr>
<td>Advanced</td>
<td>$69,250</td>
<td>$78,250</td>
</tr>
<tr>
<td>Master</td>
<td>$79,250</td>
<td>$91,000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>10M Admin Salary Scales</th>
<th>Senior 16-17</th>
<th>Advanced 16-17</th>
<th>Master 16-17</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position</td>
<td>Min</td>
<td>Max</td>
<td>Min</td>
</tr>
<tr>
<td>Internship Coordinator – 10M</td>
<td>$62,000</td>
<td>$67,500</td>
<td>$68,000</td>
</tr>
<tr>
<td>Social Worker - 10M</td>
<td>$51,000</td>
<td>$59,750</td>
<td>$60,250</td>
</tr>
<tr>
<td>Dean – 10M</td>
<td>$41,000</td>
<td>$59,750</td>
<td>$60,250</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>12M Admin Salary Scales</th>
<th>ASL 16-17</th>
<th>Senior 16-17</th>
<th>Advanced 16-17</th>
<th>Master 16-17</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position</td>
<td>Min</td>
<td>Max</td>
<td>Min</td>
<td>Max</td>
</tr>
<tr>
<td>Principal/School Leader</td>
<td>$92,000</td>
<td>$107,000</td>
<td>$112,000</td>
<td>$121,000</td>
</tr>
<tr>
<td>API/Asst School Leader - I</td>
<td>$79,500</td>
<td>$83,000</td>
<td>$84,000</td>
<td>$94,500</td>
</tr>
<tr>
<td>APSS/Asst School Leader - SS</td>
<td>$79,500</td>
<td>$83,000</td>
<td>$84,000</td>
<td>$94,500</td>
</tr>
<tr>
<td>APSC/Asst School Leader - SC</td>
<td>$79,500</td>
<td>$83,000</td>
<td>$84,000</td>
<td>$94,500</td>
</tr>
<tr>
<td>APO/Asst School Leader - Ops</td>
<td>$59,000</td>
<td>$67,000</td>
<td>$73,500</td>
<td>$83,500</td>
</tr>
<tr>
<td>Lead Case Manager</td>
<td>$75,000</td>
<td>$80,500</td>
<td>$81,000</td>
<td>$86,500</td>
</tr>
<tr>
<td>College Advisor</td>
<td>$65,000</td>
<td>$73,250</td>
<td>$73,750</td>
<td>$82,000</td>
</tr>
<tr>
<td>Building Engineer</td>
<td>$37,000</td>
<td>$42,000</td>
<td>$42,500</td>
<td>$47,500</td>
</tr>
<tr>
<td>Admin Asst - 12M FT</td>
<td>$29,000</td>
<td>$32,750</td>
<td>$33,250</td>
<td>$37,000</td>
</tr>
</tbody>
</table>

Agatan shared that while salary ranges changed very little this year, teachers and staff will still be receiving raises based on the performance. She estimated average teacher salaries will rise about 4% this year. Gordon shared that salaries remain very competitive compared to Camden public schools.

Motion to approve #061516-07: Jamie Reynolds. Second by: Stacy Holland. Motion carried (6-0, unanimous)
4. Disbursement Approvals  
(No attachment for payroll, Separate document for invoices)

#061516-08  
Resolved, that the Mastery Schools of Camden Board of Trustees ratifies the payroll in the amount of $421,720 for May 6, 2016 and $449,457 for May 20, 2016.

#061516-09 (Revised)  
Resolved, to approve payment of $1,256,276.94 for operating and start-up expenses as detailed in the invoices listing (Board Document 061516-01).

Motion to approve #061516-08 and #061516-09: Graham Finney. Second by: Jamie Reynolds.  
Motion carried (6-0, unanimous)

5. Finance Presentation (Yonca Agatan) – pp. 9-17
- Enrollment Update  
- Overview of May 2016 Financials  
- Proposed FY17 Budget

Agatan shared the current financial picture through May 2016. Year to date reflects a $228K surplus. She and McLaughlin walked through the FY17 budget and what new initiatives or priorities. Items discussed included the expansion of wrap-around services, the greater influx of books and computers. Enrollment is expected to grow by approximately 24% due to the Cramer Hill and North Camden each growing up a grade, and Mastery welcoming 9th graders next year.

Agatan and Ferguson shared that while most assumptions are conservative, there is risk in the current enrollment projections, particularly in K. Mastery is currently tracking to about 35-40% of the budgeted enrollment in that grade. In 9th grade, we are currently seeing more applications than seats available. We will continue to monitor both of those situations.

Due to the full UHA funding being realized, $3K more per child will be received this year than last year for Molina, McGraw and EC Middle.

Discussion ranged from the elimination of shared staffing across schools to the emphasis on independent reading to the timing and resources given to building our specialized programs (ELL, ES, for example). The presentation was well received by the Board.

6. General Business and School Operations

#061516-10 (Revised)
Resolved, that, upon recommendation of the Board Chair, upon Board consideration of the value of services to date, Mastery Schools of Camden, Inc. shall be authorized to renew the management agreement with Mastery Charter High School for educational and administrative services, including the services of a New Jersey School Business Administrator, with a fee of 8.5% of local per pupil revenue in FY17, and the agreed upon information technology services presented as an exhibit.

Further resolved, to authorize any officer of the Board of Trustees to execute the Management Agreement.

Motion to approve #061516-10: Graham Finney. Second by: Stacy Holland. Motion carried (6-0, unanimous)

#061516-11
Resolved, to approve the FY17 budget for Mastery Schools of Camden as presented. (Board Document 061516-04).

Motion to approve #061516-11: Jamie Reynolds. Second by: Stacy Holland. Motion carried (6-0, unanimous)

#061516-12
Resolved, to accept the preliminary awards for Title I funds in the amount of $2,046,853, Title II funds in the amount of $5,096 for 2016-2017 school year.

#061516-13
Resolved, to authorize the submission of Mastery Schools of Camden’s IDEA, Title I, and Title II grant applications for FY17.

Agatan explained that resolution 12 accepts grants, while resolution 13 allows us to apply for more grants.

Motion to approve #061516-12 and #061516-13: Graham Finney. Second by: Jamie Reynolds. Motion carried (6-0, unanimous)

#061516-14
Resolved, to appoint Clifton Larsen Allen to perform audit and tax services for Mastery Schools of Camden for the fiscal year ending June 30, 2016.

#061516-15
Resolved, to approve James Domenick, President of Domenick & Associates, as the insurance broker of record for Mastery Schools of Camden, and

Further Resolved, to ratify the execution of the following insurance policies for Mastery Schools of Camden effective July 1, 2016:
- General Liability / $1,000,000 per occurrence, $3,000,000 aggregate / (+ Umbrella) Philadelphia Insurance Company
- Umbrella Liability / $10,000,000 / Philadelphia Insurance Company
- Automobile Liability / $1,000,000 / (+ Umbrella) Philadelphia Insurance Company
- Workers Compensation / $500,000 / $500,000/$500,000 Amerihealth (+ Umbrella)
- Cyber Liability / $2,000,000 / Aspen Specialty
- Directors & Officers Liability / $5,000,000 / Philadelphia Insurance Company
- Student Accident & Health / $10,000 Medical/ $500,000 Aggregate/ Philadelphia Insurance Company
- Property / $67,789,981 / Travelers (includes all Buildings)
- Crime/Fidelity Bond (Employee Dishonesty) / $500,000 Philadelphia Insurance Company

Ferguson explained that as part of our annual process, we will be bringing resolutions confirming our insurer and our auditor in the Spring of each year. Sheward asked management to investigate whether it made sense to have a separate auditor than the larger Mastery network given the relationship between both entities. Agatan agreed to investigate other options. Reynolds asked about the fee structure for the auditors. The answer is that it is fixed fee and approximately $20K. Reynolds remarked that he thought that was a reasonable fee given the work involved.

Motion to approve #061516-14 and #15: Jamie Reynolds Second by: Graham Finney. Motion carried (6-0, unanimous)

#061516-16
Resolved, to ratify execution of contracts with vendors for services to Mastery Schools of Camden as presented below.
Motion to approve #061516-16: Graham Finney. Second by: Stacy Holland. Motion carried (6-0, unanimous)

Subleases between Mastery Schools of Camden and related Mastery entities
Mastery Schools of Camden currently subleases Molina, East Camden Middle, and McGraw from MSC Vine Street, MSC Stevens, MSC Fremont, respectively. Through these subleases, Mastery Schools of Camden will occupy renovated buildings, and support the payment of the debt service related to the renovations. This modification agreement specifies the revised details of the base rent and terms.

#061516-17
Resolved, to enter into a Multiple Sublease Modification Agreement between Mastery Schools of Camden and the MSC Vine Street, MSC Stevens, and MSC Fremont for Molina, East Camden Middle, and McGraw schools, respectively, beginning July 1, 2016 at the base monthly rent of $23,333.00, through June 30, 2019. (Attachment - MULTIPLE SUBLEASE MODIFICATION AGREEMENT)

Ferguson reminded the board that their role in the renovation transaction is that of tenant, with the eventual obligation to pay rent which supports the debt service used to renovate the sites.

Motion to approve #061516-17: Jamie Reynolds. Second by: Graham Finney. Motion carried (6-0, unanimous)
7. Camden City School District Agreements
   None at this time.

8. Compliance and Policy Updates

   **Student-Parent Handbook**
   - Each year the Board adopts the Student-Parent Handbook which includes, among other things, Mastery’s policies regarding enrollment, health and safety, academic program, assessment, grading and promotion, graduation requirements, special education and support services, equal opportunity, attendance, dress code, discipline, due process, HIB, substance abuse, and technology. The only significant changes in this year’s Handbook are the addition of a high school program description, graduation requirements, and a transgender student policy.

   Michael Patron explained the changes to this year’s handbook and the previous steps that Mastery has taken to support all students. Holland stressed the need to communicate with parents in a thoughtful, accessible way about how their students are doing, and what are the expectations of a Mastery student.

   #061516-18
   **Resolved,** to adopt the Student-Parent Handbook for the 2016-17 School Year (Board Document 061516-02).

   **Transgender and Gender Non-Conforming Youth Policy**
   - Mastery has always provided equal access for transgender and gender non-conforming students and made every effort to accommodate their preferences and to provide a safe and supportive educational environment. Given the increasing public awareness and changing legal landscape, Mastery has decided to reinforce and codify our current practices. This policy provides guidance to school administrators about accommodating transgender and gender non-conforming students and assures that our schools remain in compliance with state and federal laws.

   #061516-19
   **Resolved,** to adopt the Transgender and Gender Non-Conforming Youth Policy (Board Document 061516-03).

   Motion to approve #061516-18 and #061516-19: Graham Finney. Second by: Jamie Reynolds.
   Motion carried (6-0, unanimous)
#061516-20
Resolved, to approve and adopt the following revised policies, in keeping with the Uniform Grant Guidance effective July 1, 2015, for programs or activities that are Federally funded.

- Allowability of Costs
- Cash Management
- Conflict of Interest
- Procurement
- Travel & Business Reimbursement

#061516-21
Resolved, to make the following annual appointments for the 2016-17 school year.

School Boards in New Jersey are required to appoint staff to fill specific roles. These appointments last for only one year, so all appointments must be renewed annually.

- School Business Officer – Jim Leonard
- School Physician – Deborah A. Niles, MD, FAAFP
- Affirmative Action Officer – Michael Patron
- OPRA Custodian of Records – Michael Patron
- Gender Equity (Title IX) Officer – Michael Patron
- Integrated Pest Management – Alfred Howard
- Pension Certifying Officer – Mary Fehrle
- Supervisor of the Certifying Officer – Jim Leonard

Motion to approve #061516-20 and #061516-21: Graham Finney. Second by: Stacy Holland.
Motion carried (6-0, unanimous)

#061516-22
Resolved, to approve the adoption of the Courier Post and South Jersey edition of the Philadelphia Inquirer as the official newspapers for posting the board calendar and other related matters.

#061516-23
Resolved, to approve the proposed calendar for the Board of Trustees meetings for 2016-2017.

<table>
<thead>
<tr>
<th>Date / Time (All board meetings begin at 6pm)</th>
<th>Official Location</th>
<th>In Person or Phone Call</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday July 20, 2016</td>
<td>Phone / North Camden (Pyne Poynt)</td>
<td>Phone Call</td>
</tr>
<tr>
<td>Wednesday August 24, 2016</td>
<td>North Camden (Pyne Poynt)</td>
<td>In Person</td>
</tr>
<tr>
<td>Wednesday September 21, 2016</td>
<td>Phone / Cramer Hill (Washington)</td>
<td>In Person</td>
</tr>
<tr>
<td>Wednesday October 19, 2016</td>
<td>Cramer Hill (Washington)</td>
<td>Phone Call</td>
</tr>
<tr>
<td>Wednesday November 16, 2016</td>
<td>East Camden Middle</td>
<td>In Person</td>
</tr>
<tr>
<td>Wednesday December 14, 2016</td>
<td>Phone / East Camden Middle</td>
<td>Phone Call</td>
</tr>
<tr>
<td>Wednesday January 18, 2017</td>
<td>Molina</td>
<td>In Person</td>
</tr>
</tbody>
</table>
Motion to approve #061516-22 and #061516-23: Jamie Reynolds. Second by: Sharell Sharp. 
Motion carried (6-0, unanimous)

*Please note: There may be periodic Board educational presentations made prior to the formal meeting. Those will start at 5:30pm.

Harassment, Intimidation, and Bullying (HIB) information
(Monthly HIB report - June 2016)

9. CEO’s Report – none at this time.

10. Closed Session – held earlier in meeting.

11. Public Comment – none at this time.

12. Adjourn -
Motion to adjourn at 9:05pm (Graham Finney, Jamie Reynolds).
Motion carried (6-0, unanimous)