

MASTERY SCHOOLS OF CAMDEN
August 21, 2018
6:00-6:30 pm

Held at Mastery – Cramer Hill 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.

1. Roll Call

Board Members: By phone: Reuel Robinson, Judy Tschirgi, Sharell Sharp, Jamie Reynolds; Absent: Jim Sheward; Quorum: 4/5 members

Staff: In person: Joe Ferguson, Vanessa Benton; By phone: Yonca Agatan, Laura Clancy, Suzanne McKenna, Michael Patron, Chris Barts, Tom Johnston (counsel)

Joe Ferguson called the meeting to order at 6:07pm.

2. Action Resolutions

○ **Approval of the Minutes from July 24, 2018**

R-082118-01

Resolved, to approve the minutes from the meeting held on July 24, 2018, as presented.

Motion to approve R-082118-01: Jamie Reynolds; Second: Judy Tschirgi; Motion passes unanimously.

○ **Human Resources**

R-082118-02

Resolved, to ratify Mastery Schools of Camden staff hired between July 14, 2018 to August 10, 2018, as presented.

R-082118-03

Resolved, to ratify the \$214,118.88 of “other earnings” compensation paid during July 2018 for Mastery Schools of Camden staff, as presented.

Motion to approve R-082118-02 & -03: Judy Tschirgi; Second: Jamie Reynolds; Motion passes unanimously.

3. Disbursement Approvals

R-082118-04

Resolved, that the Mastery Schools of Camden Board of Trustees ratifies the payroll in the amount of \$625,410 for July 13, 2018 and \$779,679 for July 27, 2018.

R-082118-05

Resolved, to approve payment of \$2,126,865 for operating expenses as detailed in the invoices listing (Board Document 082118-01).

Motion to approve R-082118-04 & -05: Jamie Reynolds; Second: Reuel Robinson; Motion passes unanimously

R-082118-06

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
Camden City School District	Custodian fees	July 2018 - June 2019	\$1,336,786
MACCS Health Services - NJ	Physician services	July 2018 - June 2019	\$8,039
RHD	Psych and Therapy Services - Molina	July 2018 - June 2019	\$81,816
CORA	Related Services - Psych, Speech, OT, PT - ALL Camden schools	July 2018 - June 2019	\$77/hour for psych, speech and OT; \$90/hour for PT; total estimate for the year \$1,065,000
Falasca Mechanical	HVAC Service and Maintenance Contract - Cramer Hill	July 2018 - December 2021	\$17,400 per year
E.B. O'Reilly Servicing Corporation	HVAC Maintenance contract - East Camden	September 2018 - August 2019	\$7,716
Aqua-Treat	HVAC Water Treatment - Cramer Hill	August 2018 - July 2019	\$1,800
Waste Management of New Jersey	Recycling & Waste Removal - Mastery High School of Camden	August 2018 - July 2021	\$560.85 per month

Note: The shared services agreement for custodian fees is attached at pages 15-17.

Motion to approve R-082118-06: Jamie Reynolds; Second: Reuel Robinson; Motion passes unanimously

4. Finance

R-082118-07

Resolved, to approve the proposed Budget Transfers and Final FY18 Budget Revision for Mastery Schools of Camden as presented (Board Document 082118-02).

R-082118-08

Resolved, to approve the petty cash listing for the second half of the school year as presented (Board Document 082118-03).

R-082118-09

Resolved, that the Board of Trustees of Mastery Schools of Camden authorize the increase of Cramer Hill Lower and Upper petty cash funds for emergencies and small purchases from \$1,500 each to \$2,000 to be consistent with the other Camden schools. No single expenditure shall exceed \$250 and all expenditures must be authorized by the Assistant School Leader for Operations or the School Business Administrator. All disbursements from petty cash shall be reported annually to the Board of Trustees.

R-082118-10

Resolved, to approve the allocation of the following Mastery Schools of Camden staff members to the Title I and Title III grants for FY18:

Name	Position	Grant
Justin Cole Kenneth Ellerbee Darold Hayes Elliot Irizarry Myasia Johnson Anthony Marable Jessica McCreary Ebony Medina Jessica Ramirez Troy Still Jameelah Turner Kenneth Wilson	Deans	Title I
Maritza Guridy Kaitlyn Muller Mildred Rojas Stephanie Shanklin Carmen Ubary	Community Engagement Managers	Title I
Jeremy Bell Andre' Brown Jr Erica Carmichael Latonya Evans Mia Harper Jasmine Jackson Briana Jackson Farrah Jenkins Amber Jones Radame Rivera Maurice Towns	Teaching Assistants	Title I
Risa DeSilva	Apprentice Assistant School Leader	Title I
Allison Eller	ELL Coordinator	Title III
Von Marie Perez	Classroom Assistant	Title III
Wanda Perez	Bilingual Aide	Title III

- A Board member asked for clarification on Title I vs. Title III. Both are federal entitlement grants based on demographics. Title I funding is given to schools with high percentages of poor children. Title III funding is based on high percentages of English Language Learners.

Motion to approve R-082118-07, -08, -09 & -10: Jamie Reynolds; Second: Reuel Robinson; Motion passes unanimously.

5. Compliance and Policy Updates

HIB Biannual Board Report

On a biannual basis, School Leadership will present the summary level of Harassment, Intimidation, and Bullying (HIB) information. Below is the data from the 2017-18 school year.

Harassment, Intimidation, and Bullying (HIB) Biannual Report to the Board 2017- 2018

School	Cramer Hill Lower	Cramer Hill Upper	Molina Lower	Molina Upper	McGraw	East Camden	TOTAL
Number of Reported Incidents	1	14	0	11	1	22	49
Number Not Meeting Threshold	1	2	0	1	0	2	6
Number of HIB Investigations	0	12	0	10	1	20	43
Number of Confirmed HIB Incidents	0	9	0	3	1	19	32

R-082118-11

Resolved, to accept the Biannual HIB Board Report for the 2017-18 school year as presented above.

- Management explained that this is a summary of data/information previously shared throughout the year. Incidents are higher for middle and high school grades.
- We have asked the high school in particular to spend more time with repeat victims and offenders.

Motion to approve R-082118-11: Reuel Robinson; Second: Jamie Reynolds; Motion passes unanimously.

6. No Public Comment was made.

7. Adjourn

Meeting called to adjourn at 6:21pm.