

BOARD OF TRUSTEES MEETING MINUTES

June 16, 2020

6:00 – 8:00pm

Virtual Meeting: (646)876-9923,95656655677#

<https://masterycharter.zoom.us/j/95656655677>

*Adequate notice of the meeting has been provided to the Courier Post, South Jersey Inquirer, and the Camden City Clerk and posted on the Mastery website.*

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Roll Call:

Jim Sheward, Jamie Reynolds, Judith Tschirgi, Reuel Robinson; Absent: Sharell Sharp; Quorum: 4/5

Meeting open: 6:59pm

I. Action Resolutions

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*Accept Board Meeting Minutes*

*R-200616-01*

*Resolved, to accept the minutes of the Board meeting of Mastery Schools of Camden from May 19, 2020 as presented on page 2, Attachment 1, of the Resolution Packet.*

- *After board discussion the following resolution was adopted: Motion to approve R-200616-01: Jaimie Reynolds; Second: Judith Tschirgi; Motion passes with unanimous approval.*

*Hiring, Job Changes & Other Earnings*

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*R-200616-02*

*Resolved, to ratify Mastery Schools of Camden staff hired between May 7, 2020 to June 5, 2020, as presented on page 6, Attachment 2, of the Resolution Packet.*

*R-200616-03*

*Resolved, to ratify the \$268,924 of “other earnings” compensation paid during May 2020 for Mastery Schools of Camden staff, as presented on page 6, Attachment 2, of the Resolution Packet.*

- *After board discussion the following resolution was adopted: Motion to approve R-200616-02&03: Jaimie Reynolds; Second: Judith Tschirgi; Motion passes with unanimous approval.*

*Board Business*

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*R-200616-04*

*Resolved, to approve the proposed calendar for the Board of Trustees meetings for 2020-2021 as presented on page 20 of this packet.*

- *After board discussion the following resolution was adopted: Motion to approve R-200616-04: Jaimie Reynolds; Second: Judith Tschirgi; Motion passes with unanimous approval.*

*R-200616-05*

*Resolved, to approve the adoption of the Courier Post and South Jersey Inquirer as the official newspapers for posting the board calendar and other related matters.*

- *After board discussion the following resolution was adopted: Motion to approve R-200616-05: Jaimie Reynolds; Second: Judith Tschirgi; Motion passes with unanimous approval.*

*R-200616-06*

*Resolved, to make the following annual appointments for the 2020-21 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 – Chris Barts*
- *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 – Omar Robinson*
- *Pension Certifying Officer – Mary Fehrle*
- *Supervisor of the Certifying Officer – Chris Barts*
- *School Safety Specialist – Michael Patron*
- *Anti-Bullying Coordinator – Saliyah Cruz*

- *After board discussion the following resolution was adopted: Motion to approve R-200616-06: Jaimie Reynolds; Second: Judith Tschirgi; Motion passes with unanimous approval.*

*R-200616-07*

*Resolved, to approve Camden City School District as the sponsor for Mastery Schools of Camden meal services for the 2020-21 School Year.*

- *After board discussion the following resolution was adopted: Motion to approve R-200616-04, 05, 06, & 07: Reuel Robinson; Second: Judith Tschirgi; Motion passes with unanimous approval.*

**II. Finance (Yonca Agatan)**

*Topics:*

- *Overview of FY20 Financials*
- *FY21 Budget Proposal*

*R-200616-08*

*Resolved, that the Mastery Schools of Camden Board of Trustees ratifies the payroll in the amount of \$915,519 for May 1, 2020, \$925,287 for May 15, 2020 and \$1,188,084 for May 29, 2020.*

*R-200616-09*

*Resolved, to approve payment of \$1,567,469 for operating expenses as detailed in the invoices listing as presented on page 14, Attachment 3, of the Resolution Packet.*

*R-200616-10*

*Resolved, to ratify execution of a contract for services to Mastery Schools of Camden as presented below.*

<b>Contractor / Service Provider</b>	<b>Description of Services</b>	<b>Term of Contract</b>	<b>Contract Amount</b>
Garfield Park Academy	Approved private school tuition	July 2019 - June 2020	\$62,596

- *After board discussion the following resolution was adopted: Motion to approve R-200616-08,09, & 10: Reuel Robinson; Second: Judith Tschirgi; Motion passes with unanimous approval.*

*R-200616-11*

*Resolved, to approve the proposed FY20 Budget – June Revision for Mastery Schools of Camden presented on page 16, Attachment 4, of the Resolution Packet.*

*R-200616-12*

*Resolved, to approve the proposed FY21 Budget for Mastery Schools of Camden as presented on page 18, Attachment 5, of the Resolution Packet.*

*R-200616-13*

*Resolved, to ratify the renewal of technology subscription services with Mastery Charter High School for FY21 with total fees of \$665,000.*

*R-200616-14*

*Resolved, to approve James Domenick, BMT Insurance Advisors, Inc., 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, 2020:*

- *General Liability / \$1,000,000 per occurrence, \$3,000,000 aggregate / (+Umbrella+Excess)*
- *Umbrella Liability / \$10,000,000*

- *2<sup>nd</sup> layer Excess Liability / \$10,000,000*
- *Automobile Liability / \$1,000,000 / (+ Umbrella+Excess)*
- *Workers Compensation / \$500,000 /\$500,000/\$500,000 (+Umbrella+Excess)*
- *Cyber Liability / \$2,000,000*
- *Directors & Officers Liability / \$5,000,000*
- *Student Accident & Health / \$25,000 Medical/ \$50,000 from death, dismemberment, paralysis*
- *Property / \$84,657,052 / (includes all Buildings)*
- *Crime/Fidelity Bond (Employee Dishonesty) / \$500,000*

*R-200616-15*

*Resolved, to authorize the submission of Mastery Schools of Camden's IDEA, Title I, Reallocated Title I, Title I SAI, Title II, Title III, Title IV, and CARES Act Educational Stabilization Fund grant applications for FY21.*

- *After board discussion the following resolution was adopted: Motion to approve R-200616-11,12,13,14, & 15: Reuel Robinson; Second: Judith Tschirgi; Motion passes with unanimous approval.*

### **III. CEO Update**

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- *General Updates*
  - *Enrollment*
  - *Staffing*
- *SY21 Program Model*
- *Equity Conversations*
- *Board Nominations*
- *Technology*

*R-200616-16*

*Resolved, to approve the student technology handbook as presented.*

*R-200616-17*

*Resolved, to approve the technology family financial responsibility agreement as presented.*

- *After board discussion the following resolution was adopted: Motion to approve R-200616-16 & 17: Reuel Robinson; Second: Judith Tschirgi; Motion passes with unanimous approval.*

*R-200616-18*

*Resolved, to re-appoint Jim Sheward as Board Chair of Mastery Schools of Camden's Board of Trustees.*

*R-200616-19*

*Resolved, to appoint Jim Sheward to a two-year term to Mastery Schools of Camden's Board of Trustees.*

- *After board discussion the following resolution was adopted: Motion to approve R-200616-18 & 19: Jaimie Reynolds; Second: Reuel Robinson; Motion passes with unanimous approval.*

*R-200616-20*

*Resolved, to appoint Jamie Reynolds to a two-year term to Mastery Schools of Camden's Board of Trustees.*

- *After board discussion the following resolution was adopted: Motion to approve R-200616-20: Judith Tschirgi; Second: Reuel Robinson; Motion passes with unanimous approval.*

*R-200616-21*

*Resolved, to appoint Sharell Sharp to a two-year term to Mastery Schools of Camden's Board of Trustees.*

*R-200616-22*

*Resolved, to appoint Michael Patron as Board Secretary of Mastery Schools of Camden's Board of Trustees.*

- *After board discussion the following resolution was adopted: Motion to approve R-200616-21 & 22: Reuel Robinson; Second: Jaimie Reynolds; Motion passes with unanimous approval.*

*Additional Discussion:*

- *Board requested kindergarten enrollment discussion in the future.*

*End*

*5 minutes*

*Public Comment: No public comment*

*1. Meeting adjourned at 8:24pm*

*2. Upcoming Topics:*