

Board of Trustees Meeting Minutes

November 17, 2020, 6:00 – 8:00pm

Audio and video: <https://masterycharter.zoom.us/j/99377166418>

Audio: 646-876-9923,99377166418#

Adequate notice of the meeting has been provided on October 13 to the Courier Post, South Jersey Inquirer, and the Camden City Clerk and posted on the Mastery website and on the front door of Mastery High School of Camden.

Roll Call: Jim Sheward, Judith Tschirgi, Reuel Robinson; Absent: Jamie Reynolds, Sharell Sharp; Quorum: 3/5

Meeting start: 6:04p

I. Action Resolutions

- R-201117-01 *Resolved, to accept the minutes of the Board meeting of Mastery Schools of Camden from October 21, 2020.*
- After board discussion resolution R-201117-01 was adopted. Motion to approve R-201117-01: Judy Tschirgi; Second: Reuel Robinson; Motion passes with unanimous approval.
- R-201117-02 *Resolved, to approve the offering of the New Jersey Educators Health Plan (NJEHP) to full-time New Jersey employees as of 1/1/2021.*
- After board discussion resolution R-201117-02 was adopted. Motion to approve R-201117-02: Judy Tschirgi; Second: Reuel Robinson; Motion passes with unanimous approval.
- R-201117-03 *Resolved, to ratify the \$86,720 of “other earnings” compensation paid during October 2020 for Mastery Schools of Camden staff.*
- After board discussion resolution R-201117-03 was adopted. Motion to approve R-201117-03: Judy Tschirgi; Second: Reuel Robinson; Motion passes with unanimous approval.

II. Finance (Yonca Agatan)

- R-201117-04 *Resolved, that the Mastery Schools of Camden Board of Trustees ratifies the payroll in the amount of \$1,014,920 for October 2, 2020, \$982,441 for October 16, 2020 and \$967,114 for October 30, 2020.*
- R-201117-05 *Resolved, to approve payment of \$1,712,638.25 for operating expenses as detailed in the invoices listing as presented.*
- R-201117-06 *Resolved, to ratify execution of the following contract with for services to Mastery Schools of Camden as presented below:*

Contractor / Service Provider	Description of Services	Term of Contract	Contract Amount
Burlington County Special Services School District	Approved Private School Tuition	Sept 29, 2020 - June 21, 2021	\$42,074

- R-201117-07 Resolved, to approve the proposed FY21 Budget – November Revision for Mastery Schools of Camden as presented.
- R-201117-08 Resolved, to approve the Annual Renaissance School Fiscal Questionnaire for FY21 as presented.
- After board discussion resolutions R-201117-04,05,06,07 & 08 were adopted. Motion to approve R-201117-04,05,06,07 & 08: Judy Tschirgi; Second: Reuel Robinson; Motion passes with unanimous approval.

III. CEO Report (Scott Gordon)

- R-201117-09 Resolved, to approve the testing plan and additional allocation of up to \$700,000 as described once schools are back in hybrid mode, giving management broad discretion on implementation of plan.
- After board discussion resolution R-201117-09 was adopted. Motion to approve R-201117-09: Judy Tschirgi; Second: Reuel Robinson; Motion passes with unanimous approval.
- R-201117-10 Resolved, to approve the revised 2020-2021 Calendar.
- After board discussion resolution R-201117-10 was adopted. Motion to approve R-201117-10: Judy Tschirgi; Second: Reuel Robinson; Motion passes with unanimous approval.

Additional Discussion:

- Board discussed student engagement in math and reading programs and ways to boost engagement.
- Board reviewed proposal for staff COVID testing and expressed enthusiasm about Mastery doing weekly COVID testing, while encouraging management to continue exploring due to the changing landscape.
- Management presented a proposal to conduct a competitive analysis by school to ensure each school is competitive in the long run to meet enrollment goals. Board participated in a discussion about student recruitment and enrollment as a strategic priority. The board discussed the proposal and gave consent for the plan to move forward with a competitiveness review project.
- R-201117-11 Resolved, to ratify a payment of \$35,078 in connection to the separation of employee ID 101705.

Board meeting went into closed session to enter discussion concerning personnel issues at 7:20p. Board meeting reopened at 7:27p.

- After board discussion resolution R-201117-11 was adopted: Motion to approve R-201117-11: Judy Tschirgi Second: Reuel Robinson; Motion passes with unanimous approval.

End

- No public comment
- Board adjourned meeting at 7:28p

Mastery Schools of Camden			
Invoices Submitted for Approval			
Attachment 4			
Vendor name	Invoice number	Description	Invoice amount
Attainment Company, Inc.	316686A	EC Books	\$939.75
Brookfield Schools	0012942-IN	EC Tutoring	\$88.00
Cengage Learning	72494258	EC Special Ed books	\$1,176.25
Cora Services, Inc.	1110-2103	EC Related Services Sept 2020	\$8,123.50
Cora Services, Inc.	1110-2104	EC Related Services Oct 2020	\$8,239.00
Health Mats Company	448084	EC Dec Floor mat svc	\$396.15
Jidan Cleaning LLC	Contractual	EC JAN 2021 Janitorial	\$5,033.00
KDI	1034875	EC Printing	\$74.28
Milligan Group, LLC	0656	EC Repair & Maintenance	\$1,275.00
MSC Stevens Street, LLC	Lease	EC JAN 2021 Rent	\$17,392.00
NJ Dept. of Treasury	201480020	EC Air quality permit	\$190.00
NJ Dept. of Treasury	201490100	EC Air quality permit	\$885.00
Office Team	56728647	EC Office supplies	\$360.67
Penn Exterminators Co.	5745	EC Extermination	\$350.00
Show Your Logo	MF115057	EC Supplies	\$290.85
Spectrum Staffing Solutions INC	24EC	EC SpED Substitute teacher w/e 10/30/20	\$800.00
Spectrum Staffing Solutions INC	25EC	EC SpED Substitute teacher w/e 11/6/20	\$800.00
Spectrum Staffing Solutions INC	26EC	EC Substitute teacher w/e 11/13/20	\$800.00
State Industrial Products	901762589	EC Ops supplies	\$477.00
US Medical Staffing Wells Fargo Business Credit	109804	EC Nurse w/e 10/24/20	\$1,224.00
US Medical Staffing Wells Fargo Business Credit	110161	EC Nurse w/e 10/31/20	\$963.00
US Medical Staffing Wells Fargo Business Credit	110724	EC Nurse w/e 11/7/20	\$792.00
		Subtotal East Camden	\$51,628.40
Mastery High School			
All Source Staffing	02-2020-2021	HS Substitute teacher w/e 10/18/20	\$2,500.00
All Source Staffing	03-2020-2021	HS Substitute teacher w/e 11/9/20	\$2,500.00
Bancroft	4603 Oct2020	HS Oct 2020 APS	\$8,231.16
Bancroft	4603 Nov2020	HS Nov 2020 APS	\$10,905.24
Brunnell and Sons Security Inc.	20632	HS Repair & Maintenance	\$4,500.00
BSN Sports	910780383	HS Athletic supplies	\$155.00
City Plumbing of South Jersey	1139	HS Repair & Maintenance	\$850.00
City Plumbing of South Jersey	23973	HS Repair & Maintenance	\$850.00
Cora Services, Inc.	1109-2103	HS Related Services Sept 2020	\$16,716.70
Cora Services, Inc.	1109-2104	HS Related Services Oct 2020	\$21,255.08
Cora Services, Inc.	1109-21-04-2	HS Related Services evaluation	\$850.00
GDA Lawn Service	231HS	HS Landscaping	\$1,180.00
GDA Lawn Service	219HS	HS Landscaping	\$350.00
IXL Learning, Inc.	5391981	HS Books	\$825.00
Jasmine Alston Photography	530	HS Photography	\$375.00
Jidan Cleaning LLC	Contractual	HS JAN 2021 Janitorial	\$7,100.00
Milligan Group, LLC	0654	HS Repair & Maintenance	\$8,689.00
Mitchell's Lock & Safe Co., Inc.	01819	HS Ops Supplies	\$210.00
MSC Erie Street, LLC	Lease	HS JAN 2021 Rent	\$68,928.00
Office Basics, Inc.	I-1636873	HS Office supplies	\$193.73
Office Basics, Inc.	I-1635989	HS Office supplies	\$1,358.14
Office Basics, Inc.	I-1637753	HS Sanitizer	\$682.20
Office Basics, Inc.	I-1628346	HS Wipes	\$950.00
Penn Exterminators Co.	5749	HS Extermination	\$350.00
Savvas Learning Company LLC	4026250782	HS Books	\$819.24
Show Your Logo	MF115077	HS Supplies	\$136.32
US Medical Staffing Wells Fargo Business Credit	109802	HS Nurse w/e 10/24/20	\$1,440.00
US Medical Staffing Wells Fargo Business Credit	110159	HS Nurse w/e 10/24/20	\$1,440.00
		Subtotal Mastery High School	\$164,339.81
		Total to be paid for Mastery Schools of Camden	\$2,362,321.57