

Board of Trustees Meeting Minutes

March 23, 2021, 6:00 – 8:00pm

Audio and Video: <https://masterycharter.zoom.us/j/93153651515>

Audio: 646-876-9923; 93153651515#

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 (partial attendance; joined at 6:57pm), Sharell Sharp; Absent: Jamie Reynolds

Quorum: 4/5

Meeting start at 6:02pm

I. Action Resolutions

- Accept Board Meeting Minutes

R-210323-1

Resolved, to accept the minutes of the Board meeting of Mastery Schools of Camden from February 23, 2021 as presented.

- Human Resources & Other Earnings

S-210323-2

Resolved, to ratify the \$33,805 of “other earnings” compensation paid during February 2021 for Mastery Schools of Camden staff, as presented.

- After board discussion R-210323-1 and 2 were adopted. Motion to approve R-210323-1 and 2: Judith Tschirgi; Second: Sharell Sharp; Motions pass with unanimous approval. (Jim Sheward, Sharell Sharp, Judith Tschirgi)

II. Human Resources (Charity Hughes)

R-210323-3

Resolved, to allow Staff to take up to one paid day to recuperate after a COVID-19 vaccination dosage in addition to their regular Personal Time Off (PTO).

R-210323-4

Resolved, that the proposed school-based salary scales, including the building substitute scale, be adopted for SY21-22.

R-210323-5

Resolved, that other leadership incentives including summer schedule, sabbaticals, and experience “wisdom” bonuses proposed be adopted for SY22, assuming leader is performing at category expectations.

- After board discussion R-210323-3, 4, and 5 were adopted. Motion to approve R-210323-3, 4 and 5: Sharell Sharp; Second: Judith Tschirgi; Motions pass with unanimous approval. (Jim Sheward, Sharell Sharp, Judith Tschirgi)

Additional Discussion:

- *Chief Talent Officer (CTO) presented Compensation Updates and Leader Retention Strategies, including wisdom bonuses and other incentives.*
- *Board suggested creating minimum performance level as a floor for bonuses.*
- *CTO noted that an update will be provided at an upcoming board meeting on additional incentive options that will be explored.*

III. Finance (Yonca Agatan)

R-210323-6

Resolved, that the Mastery Schools of Camden Board of Trustees ratifies the payroll in the amount of \$974,050 for February 5, 2021, including \$3,173 of in-person supplemental compensation and \$6,192 of retention incentives, and \$989,394 for February 19, 2021, including \$3,435 of in-person supplemental compensation and \$5,872 of retention incentives.

R-210323-7

Resolved, to approve payment of \$2,486,248 for operating expenses as detailed in the invoices listing.

R-210323-8

Resolved, to ratify execution of contracts with vendors for services to Mastery Schools of Camden as presented.

R-210323-9

Resolved, to approve the detailed petty cash listing for the period July 1 – December 31, 2020.

R-210323-10

Resolved, to commit \$6 mm for Camden capital projects and approve hiring a project manager.

R-210323-11

Resolved, to approve the preliminary FY22 Budget that will be submitted to NJDOE by March 31, 2021.

R-210323-12

Resolved, to appoint Clifton Larson Allen to perform audit and tax services for Mastery Schools of Camden for the fiscal year ending June 30, 2021.

R-210323-13

Resolved, to approve the Mastery Schools of Camden staff funded with federal grants during FY21 as listed.

- After board discussion R-210323-6, 7, 8, 9, 10, 11, 12 and 13 were adopted. Motion to approve R-210323-6, 7, 8, 9, 10, 11, 12 and 13: Sharell Sharp;

Second: Judith Tschirgi; Motions pass with unanimous approval. (Jim Sheward, Sharell Sharp, Judith Tschirgi, Reuel Robinson)

Additional Discussion:

- *Chief Financial Officer (CFO) presented the preliminary FY22 budget for approval.*
- *The preliminary FY22 budget reflected the strategy for allocation of federal COVID funding to organizational priorities such as learning acceleration and expanded learning. Board requested that management present in the future which programs might benefit from additional funding based on impact on student learning.*
- *CFO also presented a proposal to allocate current year savings due to COVID related closures to strategic facility projects, and asked the Board to commit \$6 million for these projects.*
- *CFO noted specific project proposals will be presented at a future meeting.*

IV. CEO Report (Scott Gordon)

R-210323-14

Resolved, to revise the SY21 calendar as presented.

R-210323-15

Resolved, to revise the SY22 calendar as well as the revision to our calendar logic for kindergarten start dates as presented.

R-210323-16

Resolved, to approve summer program as described and authorize Scott Gordon to take necessary steps to contract with successful bidders on the network RFP (i.e., the contracts to be ratified at a future meeting).

- After board discussion R-210323-14, 15, and 16 was adopted. Motion to approve R-210323-14, 15, and 16: Sharell Sharp; Second: Reuel Robinson; Motion passes with unanimous approval. (Jim Sheward, Sharell Sharp, Judith Tschirgi, Reuel Robinson)

Additional Discussion:

- *CEO gave update on students returning to buildings.*
- *Board reviewed SY22 planning strategy presentation.*
 - *Mastery will provide families the opportunity to participate in summer learning.*
- *Board reviewed Competiveness Review Parameters presentation.*
 - *CEO noted that an update with specific school proposals will be presented at an upcoming meeting.*
 - *Board expressed support of management proceeding with the strategic direction presented.*
- *CEO presented recommendations for Molina. Board expressed support of the proposal to prepare for Molina Lower's transition to the main building, noting their comfort with the strategic direction.*

End

- No public comment
- Meeting adjourned at 7:30pm