

BOARD OF TRUSTEES MEETING AGENDA

June 22, 2022

6:00 – 8:00pm

Meeting Held at Mastery Cramer Hill Elementary and Virtually Using Zoom

Adequate notice of the meeting has been provided on November 8th, 2021 to the Courier Post, the South Jersey Inquirer, and the Camden City Clerk and posted on the Mastery website and on the front door of Mastery Schools of Camden.

Agenda:

I. Roll Call

II. Action Resolutions **5 minutes**

- **Accept Board Meeting Minutes**

R-220622-1

Resolved, to accept the minutes of the Board meeting of Mastery Schools of Camden from May 25, 2022, as presented.

- **Hiring, Job Changes & Other Earnings**

R-220622-2

Resolved, to ratify Mastery Schools of Camden staff hired between May 14, 2022 and June 10, 2022, as presented.

R-220622-3

Resolved, to ratify job changes from Mastery Schools of Camden between May 14, 2022 and June 10, 2022, as presented.

R-220622-4

Resolved, to ratify the \$222,360 of “other earnings” compensation paid during May 2022 for Mastery Schools of Camden staff, as presented.

III. Finance (Yonca Agatan) **30 minutes**

R-220622-5

Resolved, that the Mastery Schools of Camden Board of Trustees ratifies the payroll in the amount of \$1,211,725 for May 13, 2022, including \$34,841 of retention incentives, and \$1,448,779 for May 27, 2022, including \$34,841 of retention incentives.

R-220622-6

Resolved, to approve payment of \$4,313,576 for operating expenses as detailed in the invoices listing.

R-220622-7

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
Center for Black Educator Development	Freedom Schools Literacy Academy	5/26/22 - 8/8/22	\$30,000
Elliott-Lewis	McGraw HVAC equipment installation	6/22/22 - 10/14/23	\$2,717,000
Environmental Consulting, Inc	Soil and Water Remediation	7/1/22 - 6/30/23	\$16,790
Johnston Law Firm	Legal Services	7/1/22 - 6/30/23	\$285.00/hr for Principals and Counsel \$255.00/hr for Associates \$115.00/hr for Paralegal
Jounce Partners	Teacher Coaching (up to 4 Teachers)	4/26/22 - 6/30/22	\$7,200 (\$1,800 per teacher)
LEAD	Molina Summer Programming	4/6/22 - 8/6/22	\$60,107
Skanska USA Building, Inc	Molina Phase 1 Project	6/22/22 - 12/20/22	\$2,980,576

R-220622-8

Resolved, to approve the proposed FY22 Budget – June Revision for Mastery Schools of Camden as presented.

R-220622-9

Resolved, to approve the proposed FY22 Committed Reserve Balance designations for Mastery Schools of Camden as presented.

R-220622-10

Resolved, to approve the proposed FY23 Budget for Mastery Schools of Camden as presented.

R-220427-11

Resolved, to ratify the renewal of technology subscription services with Mastery Charter High School for FY23 with total fees of \$1,009,000 (i.e., \$360 per child).

R-220622-12

Resolved, to approve Lockton Companies, Inc., as the insurance broker of record for Mastery Schools of Camden, and:

Further Resolved, to approve the execution of the following insurance policies for Mastery Schools of Camden effective July 1, 2022:

- General Liability / \$1,000,000 per occurrence, \$3,000,000 aggregate (+Umbrella+Excess)
- Umbrella Liability / \$10,000,000
- 2nd 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 / \$3,000,000 Primary, \$2,000,000 Excess
- Student Accident & Health / \$25,000 Medical/ \$50,000 from death, dismemberment, paralysis
- Property / \$84,548,582 / (includes all Buildings)
- Crime/Fidelity Bond (Employee Dishonesty) / \$500,000

- International / \$1,000,000

R-220622-13

Resolved, to authorize the submission of Mastery Schools of Camden’s IDEA, Title I, Reallocated Title I, Title I SIA, Title II, Title III, Title IV, Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSA) (ESSER II), and American Rescue Plan Act of 2021 (ARP ESSER) grant applications for FY23.

R-220622-14

Resolved, to authorize the Camden City School District to act as the School Food Authority for Mastery Schools of Camden for the 2022-2023 School Year.

IV. CEO Report (Scott Gordon) 50 minutes

Topics:

- Schools Update (Jeff Pestrak)
- New Teacher Recruitment (Dr. Charity Hughes)
- Graduate Profile and Strategic Planning (Dr. Saliyah Cruz)
- Facilities Update and Student Enrollment (Matt Troha)
- Board Executive Advisory Committee

V. Compliance (Michael Patron) 10 minutes

Board Membership

R-220622-15

Resolved, to appoint James Sheward to a two-year term to Mastery Schools of Camden Board of Trustees.

R-220622-16

Resolved, to reappoint James Sheward as Chair of Mastery Schools of Camden Board of Trustees.

R-220622-17

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

Board Calendar 2022-23

July 27, 2022	Action Agenda - 30 min
August 31, 2022	Action Agenda - 30 min
September 28, 2022	Full Agenda
October 26, 2022	Full Agenda
November 30, 2022	Full Agenda
December 14, 2022	Action Agenda - 30 min
January 25, 2023	Full Agenda
February 22, 2023	Action Agenda - 30 min

March 29, 2023	Full Agenda
April 26, 2023	Action Agenda - 30 min
May 24, 2023	Full Agenda
June 21, 2023	Full Agenda

R-220622-18

Resolved, to adopt the Board meeting calendar for 2022-23 as presented.

R-220622-19

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.

R-220622-20

Resolved, to make the following annual appointments for the 2022-23 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 – Charity Hughes
- School Safety Specialist – Michael Patron
- Anti-Bullying Coordinator – Rana Shariatdoust
- Board Secretary – Michael Patron

R-220622-21

Resolved, to accept the HIB Board Report for June 2022 as submitted.

HIB Biannual Board Report

On a biannual basis, school leadership must present summary level Harassment, Intimidation, and Bullying (HIB) information.

R-220622-22

Resolved, to accept the HIB Biannual Report for the 2021-22 school year as presented.

R-220622-23

Resolved, to post the attached HIB Self-Assessment Report for 2020-21 as approved by NJDOE and previously approved by this Board.

Student-Parent Handbook for 2022-23

Background: The proposed changes to the student-parent handbook are highlighted in the attachment. Points of note include the following:

- Removing or modifying some COVID-19 related provisions
- Adding information on the new Science and Social Studies Curricula
- Adding clarification on new statewide graduation requirements and graduation requirements for students with disabilities
- Updating the explanation of the merit and demerit system
- Making minor adjustments to the definitions of disciplinary infractions and the aligned consequences
- Simplifying the Chromebook damage policy to a flat fee of \$100 per incident

R-220622-24

Resolved, to approve the Student Parent Handbook for 2022-23 as presented.

Grading Policy Amendment

R-220622-25

Resolved, to amend the Mastery Grading Policy to say “Homework (Graded for Completion)” rather than “Homework (Graded for Accuracy)”.

Safe Return to In-Person Instruction and Continuity of Service Plan

Background: The U.S. Department of Education as well as the New Jersey Department of Education (NJDOE) require that all schools submit an updated health and safety plan twice a year to comply with ARP ESSER grant requirements. The attached plan meets the grant requirement. There are no substantive changes to Mastery policy here.

R-220622-26

Resolved, to adopt the Safe Return to In-Person Instruction and Continuity of Service Plan required for the grant submission as presented.

VI. Public Comments

3 minutes

3 minutes per public comment

VII. End

- Adjourn