

## 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 8<sup>th</sup>, 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

Present: James Reynolds, Reuel Robinson, Judith Tschirgi

Absent: Sharell Sharp, Jim Sheward

Quorum: 3/5

Meeting started 6:02pm

#### II. Action Resolutions

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- **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.

- After board discussion R-220622-1 was adopted:  
Motion to approve R-220622-1: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

- **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.

- After board discussion R-220622-2 was adopted:  
Motion to approve R-220622-2: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

- **R-220622-3**

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

- After board discussion R-220622-3 was adopted:  
Motion to approve R-220622-3 Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

- **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.

- After board discussion R-220622-4 was adopted:  
Motion to approve R-220622-4: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

**III. Finance (Yonca Agatan)**

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**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.

- After board discussion R-220622-5 was adopted:  
Motion to approve R-220622-5: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

**R-220622-6**

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

- After board discussion R-220622-6 was adopted:  
Motion to approve R-220622-6: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

**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

- After board discussion R-220622-7 was adopted:  
Motion to approve R-220622-7: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

**R-220622-8**

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

- After board discussion R-220622-8 was adopted:

Motion to approve R-220622-8: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

**R-220622-9**

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

- After board discussion R-220622-9 was adopted:  
Motion to approve R-220622-9: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

**R-220622-10**

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

- After board discussion R-220622-10 was adopted:  
Motion to approve R-220622-10: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

**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).

- After board discussion R-220622-11 was adopted:  
Motion to approve R-220622-11: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

**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
- 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 / \$3,000,000 Primary, \$2,000,000 Excess



**Mastery Schools of Camden**

- 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
- After board discussion R-220622-12 was adopted:  
Motion to approve R-220622-12: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

**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.

- After board discussion R-220622-13 was adopted:  
Motion to approve R-220622-13: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

**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.

- After board discussion R-220622-14 was adopted:  
Motion to approve R-220622-14: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

**IV. CEO Report (Scott Gordon)**

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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 (Scott Gordon)

**V. Compliance (Michael Patron)**

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**Board Membership**

**R-220622-15**

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

- After board discussion R-220622-15 was adopted:  
Motion to approve R-220622-15: Reuel Robinson  
Second: Judith Tschirgi

Motion passes with unanimous approval.

**R-220622-16**

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

- After board discussion R-220622-16 was adopted:  
Motion to approve R-220622-16: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

**R-220622-17**

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

- After board discussion R-220622-17 was adopted:  
Motion to approve R-220622-17: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

**Note:** Jamie abstained as it names him.

**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.

- After board discussion R-220622-18 was adopted:  
Motion to approve R-220622-18: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

**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.

- After board discussion R-220622-19 was adopted:  
Motion to approve R-220622-19: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

**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
- After board discussion R-220622-20 was adopted:  
Motion to approve R-220622-20: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

**R-220622-21**

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

- After board discussion R-220622-21 was adopted:  
Motion to approve R-220622-21: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

**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.

- After board discussion R-220622-22 was adopted:

Motion to approve R-220622-22: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

**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.

- After board discussion R-220622-23 was adopted:  
Motion to approve R-220622-23: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

**Student-Parent Handbook for 2022-23**

**R-220622-24**

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

- After board discussion R-220622-24 was adopted:  
Motion to approve R-220622-24: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

**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)”.

- After board discussion R-220622-25 was adopted:  
Motion to approve R-220622-25: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

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

**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.

- After board discussion R-220622-26 was adopted:  
Motion to approve R-220622-26: Reuel Robinson  
Second: Judith Tschirgi  
Motion passes with unanimous approval.

**VI. Public Comments**

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No public comment

**VII. End**

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- Meeting Ended 7:19pm