

BOARD OF TRUSTEES MEETING MINUTES

August 30, 2023

6:00 – 6:30pm

Meeting Held at Mastery Cramer Hill Elementary and Virtually Using Zoom

Adequate notice of the meeting has been provided on June 23rd, 2023 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.

I. Roll Call

Present: Jamie Reynolds, Judy Tschirgi, and Johana Millan

Absent: Reuel Robinson and Jim Sheward

Quorum: 3/5

Meeting started 6:13 pm

II. Action Resolutions

Accept Board Meeting Minutes

R-230830-1

Resolved, to accept the minutes of the Board meeting of Mastery Schools of Camden from July 19, 2023 as presented.

- After board discussion 230830-1 was adopted:
 - Motion to approve 230830-1 Judy Tschirgi.
 - Second: Jamie Reynolds.
 - Motion passes with unanimous approval.

Hiring, Job Changes & Other Earnings

R-230830-2

Resolved, to ratify Mastery Schools of Camden staff hired between July 08, 2023 and August 18, 2023, as presented.

- After board discussion 230830-2 was adopted:
 - Motion to approve 230830-2 Judy Tschirgi.
 - Second: Jamie Reynolds.
 - Motion passes with unanimous approval.

R-230830-3

Resolved, to ratify job changes from Mastery Schools of Camden between July 08, 2023 and August 18, 2023, as presented.

- After board discussion 230830-3 was adopted:
 - Motion to approve 230830-3 Judy Tschirgi.
 - Second: Jamie Reynolds.
 - Motion passes with unanimous approval.

R-230830-4

Resolved, to ratify the \$267,106 of “other earnings” compensation paid during July 2023 for Mastery Schools of Camden staff, as presented.

- After board discussion 230830-4 was adopted:
 - Motion to approve 230830-4 Judy Tschirgi.
 - Second: Jamie Reynolds.
 - Motion passes with unanimous approval.

III. Finance (Yonca Agatan)

R-230830-5

Resolved, that the Mastery Schools of Camden Board of Trustees ratifies the payroll in the amount of \$311,756, including \$6,057 in Retention Incentives for July 7, 2023 and \$500,357, including \$6,055 in Retention Incentives for July 21, 2023 (i.e., July 21st payroll included ~ \$162K for Summer School).

- After board discussion 230830-5 was adopted:
 - Motion to approve 230830-5 Judy Tschirgi.
 - Second: Jamie Reynolds.
 - Motion passes with unanimous approval.

R-230830-6

Resolved, to approve payment of \$3,751,165 for operating expenses as detailed in the invoices listing dated 8/30/23.

- After board discussion 230830-6 was adopted:
 - Motion to approve 230830-6 Judy Tschirgi.
 - Second: Jamie Reynolds.
 - Motion passes with unanimous approval.

R-230830-7

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

- After board discussion 230830-7 was adopted:
 - Motion to approve 230830-7 Judy Tschirgi.
 - Second: Jamie Reynolds.
 - Motion passes with unanimous approval.

R-230830-8

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

- After board discussion 230830-8 was adopted:
 - Motion to approve 230830-8 Judy Tschirgi.
 - Second: Jamie Reynolds.
 - Motion passes with unanimous approval.

R-230830-9

Resolved, to approve the proposed general fund balance commitments as of June 30, 2023 as presented.

- After board discussion 230830-9 was adopted:
 - Motion to approve 230830-9 Judy Tschirgi.
 - Second: Jamie Reynolds.
 - Motion passes with unanimous approval.

R-230830-10

Resolved, to accept the FY24 awards for Title I funds in the amount of \$2,973,363, Title III funds in the amount \$145,922, IDEA funding in the amount of \$731,864, and BCSA Stronger Connections in the amount of \$1,312,000.

- After board discussion 230830-10 was adopted:
 - Motion to approve 230830-10 Judy Tschirgi.
 - Second: Jamie Reynolds.
 - Motion passes with unanimous approval.

R-230830-11

Resolved, to approve the detailed petty cash listing for the period January 1 – June 30, 2023.

- After board discussion 230830-11 was adopted:
 - Motion to approve 230830-11 Judy Tschirgi.
 - Second: Jamie Reynolds.
 - Motion passes with unanimous approval.

R-230830-12

Resolved, to approve refund of \$1,261,916 to Camden City School District as part of the FY23 End of Year Renaissance Payment reconciliation process (i.e., due to CCSD payments being based on higher than actual enrollment during the school year).

- After board discussion 230830-12 was adopted:
 - Motion to approve 230830-12 Judy Tschirgi.
 - Second: Jamie Reynolds.
 - Motion passes with unanimous approval.

R-230830-13

Resolved, to approve the payment of \$3,171,645 to the New Jersey Department of Pensions for the accrued 2015-2020 PERS Employer Contributions.

- After board discussion 230830-13 was adopted:
 - Motion to approve 230830-13 Judy Tschirgi.
 - Second: Jamie Reynolds.
 - Motion passes with unanimous approval.

IV. Compliance (Michael Patron)

Employee Handbook 2023-2024

R-230830-14

Resolved, to adopt the revised NJ Employee Handbook for 2023-2024.

- After board discussion 230830-14 was adopted:
 - Motion to approve 230830-14 Judy Tschirgi.
 - Second: Jamie Reynolds.
 - Motion passes with unanimous approval.

Remote Instruction Plan

R-230830-15

Resolved, to approve the Remote Instruction Plan as presented for submission to NJDOE and posting on the Mastery website.

- **Board Discussion:**
 - Judy Tschirgi asked if this plan is applicable to students who are out for a period of time. Michael Patron responded, no, this plan is only for the case of an emergency declared by the state that lasts more than three days. However, if we have a student who requires medical recovery, we are still able to set up remote instruction for that student.
- After board discussion 230830-15 was adopted:
 - Motion to approve 230830-15 Judy Tschirgi.
 - Second: Jamie Reynolds.
 - Motion passes with unanimous approval.

Harassment, Intimidation, and Bullying (HIB) Self-Assessment

R-230830-16

Resolved, to approve the HIB Self-Assessment conducted by the School Safety Team as presented.

- After board discussion 230830-16 was adopted:
 - Motion to approve 230830-16 Judy Tschirgi.
 - Second: Jamie Reynolds.
 - Motion passes with unanimous approval.

V. CEO Report (Joel Boyd)

- Update on School Opening

VI. Public Comment

- No public comments

End

- Meeting ended at 6:39 pm