

## **BOARD OF TRUSTEES MEETING MINUTES**

**October 25, 2023**

**6:00 – 8:00pm**

*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, Jim Sheward, Reuel Robinson

**Absent:** Johana Velez-Millan

**Quorum:** 4/5

**Meeting started 6:00 pm**

### **Action Resolutions**

- **Accept Board Meeting Minutes**

- **R-231025-1**

- **Resolved**, to accept the minutes of the Board meeting of Mastery Schools of Camden from September 20, 2023 as presented.

- After board discussion 231025-1 was adopted:
    - Motion to approve 231025-1 Jim Sheward
    - Second: Reuel Robinson
    - Motion passes with unanimous approval

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

- **R-231025-2**

- **Resolved**, to ratify Mastery Schools of Camden staff hired between September 9, 2023 and October 13, 2023, as presented.

- After board discussion 231025-2 was adopted:
    - Motion to approve 231025-2 Jim Sheward
    - Second: Reuel Robinson
    - Motion passes with unanimous approval

- **R-231025-3**

- **Resolved**, to ratify job changes from Mastery Schools of Camden between September 9, 2023 and October 13, 2023, as presented.

- After board discussion 231025-3 was adopted:
    - Motion to approve 231025-3 Jim Sheward
    - Second: Reuel Robinson
    - Motion passes with unanimous approval

**R-231025-4**

**Resolved**, to ratify the **\$176,294** of “other earnings” compensation paid during September 2023 for Mastery Schools of Camden staff, as presented.

- After board discussion 231025-4 was adopted:
  - Motion to approve 231025-4 Jim Sheward
  - Second: Reuel Robinson
  - Motion passes with unanimous

**Finance (Yonca Agatan)**

Additional Discussion:

- Ms. Tschirgi asked what was driving the budget savings - is it salary and the number of any open positions. The Management answered that the savings were partially due to open positions and partially due to lower average salaries than budgeted.
- Mr. Sheward advised the Management to have general counsel (Tom Johnston) involved in the FY24 Audit Services RFP process for legal advice.
- During the PERS presentation, Mr. Sheward asked if the administration has any reserve funds to cover the disputed interest charges. The Management responded that the interest charged has been reserved as of June 30, 2023.

**R-231025-5**

**Resolved**, that the Mastery Schools of Camden Board of Trustees ratifies the payroll in the amount of \$1,326,606, including \$27,126 in retention incentives, for September 1, 2023, \$1,273,848, including \$26,849 in retention incentives, for September 15, 2023 and \$1,197,406 for September 29, 2023.

- After board discussion 231025-5 was adopted:
  - Motion to approve 231025-5 Jim Sheward
  - Second: Reuel Robinson
  - Motion passes with unanimous approval

**R-231025-6**

**Resolved**, to approve payment of \$5,373,870 for operating expenses as detailed in the invoices listing dated 10/25/23.

- After board discussion 231025-6 was adopted:
  - Motion to approve 231025-6 Jim Sheward
  - Second: Reuel Robinson
  - Motion passes with unanimous approval

**R-231025-7**

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

- After board discussion 231025-7 was adopted:
  - Motion to approve 231025-7 Jim Sheward
  - Second: Reuel Robinson
  - Motion passes with unanimous approval

Contractor / Service Provider	Description of Services	Term of Contract	Contract Amount
Robert Half	Administrative support for October 15th data submission	9/18/2023-Completion	\$129/hr
Specialized Education of NJ	Special Ed Services	8/1/2023-7/31/2024	\$372,307 Annually for up to 24 Students; \$15,513 prorated for each additional student

#### ***R-231025-8***

**Resolved**, to approve the submission of the Annual Charter/Renaissance School Fiscal Questionnaire to NJ Department of Education on behalf of Mastery Schools of Camden.

- After board discussion 231025-8 was adopted:
  - Motion to approve 231025-8 Jim Sheward
  - Second: Reuel Robinson
  - Motion passes with unanimous approval

#### ***R-231025-9***

**Resolved**, to approve Mastery Schools of Camden's application to the New Jersey Department of Education for funding through the Innovation Dual Enrollment Pilot Grant competitive grant program.

- After board discussion 231025-9 was adopted:
  - Motion to approve 231025-9 Jim Sheward
  - Second: Reuel Robinson
  - Motion passes with unanimous approval

### **I. Compliance (Michael Patron)**

- **Long Term Suspensions (Saliyah Cruz)**

#### ***R-231025-10***

**Resolved**, to ratify the Long-Term suspensions recommended by the Board of Trustees Long Term Suspension Committee.

- After board discussion 231025-10 was adopted:
  - Motion to approve 231025-10 Jim Sheward
  - Second: Reuel Robinson
  - Motion passes with unanimous approval

- **Chronically Absent Students Corrective Action Plan (Saliyah Cruz)**

#### ***R-231025-11***

**Resolved**, to accept the Chronically Absent Students Corrective Action Plan as presented.

- After board discussion 231025-11 was adopted:
  - Motion to approve 231025-11 Jim Sheward
  - Second: Reuel Robinson
  - Motion passes with unanimous approval

## **II. CEO Report (Joel Boyd)**

- Review of performance data to identify Mastery's current areas of focus.
- Presentation of:
  - Mission Metrics and Program Priorities for 23-24.
  - How we will bridge this year's work to the longer-term work of our five-year strategic plan.
  - Data Analysis.
  - What it takes to perform above the national average on the MAP assessment.
  - Expectations, Support and Accountability to reach organizational coherence.
  - How we are tracking outcomes that help assess organizational progress towards our goals using mission metrics, quarterly progress monitoring, programs priorities, safe & welcoming schools, and family and community engagement.
  - Plan 2028 progress to date.

### ***R-231025-12***

**Resolved**, to adopt the Mission Metrics for the School Year 2024 as presented.

- After board discussion 231025-12 was adopted:
  - Motion to approve 231025-12 Jim Sheward
  - Second: Reuel Robinson
  - Motion passes with unanimous approval

#### **Additional Discussion:**

- Ms. Tschirgi raised a question regarding attendance metrics. Management discussed attendance numbers, reasons for goals and plans moving forward. Ms. Tschirgi requested to raise the bar higher even though Camden's attendance percentages are exceeding other districts.
- Mr. Reynolds raised a question regarding the number of out of school suspensions and the connection to discipline issues. Management discussed the out of school suspension numbers and plans moving forward.
- Mr. Sheward questioned the timeframe on achieving the goals based on the anticipated strategic plan.

## **III. Public Comments - No public comment**

**End - Meeting Ended at 7:00 pm**