

**Millville Public Charter School
Work Session/Regular Board Meeting Minutes
October 10, 2017**

convenes at 5:30 p.m. in the Cafeteria, 1101 Wheaton Ave., Millville, NJ 08332

- I. CALLED TO ORDER
 - A. Call to Order by the Board President at 5:32 PM.
- II. STATEMENT FOR THE BOARD OF TRUSTEES MEETING
 - A. Public Notice of this Meeting was advertised in the South Jersey Times on June 19, 2017.
- III. PLEDGE OF ALLEGIANCE
 - A. Led by David Parkhill.
- IV. ROLL CALL
 - A. David Parkhill - Present
Kurt Hess - Present
Marguerite Parker – Present
Ray Garcia - Present
Melissa Williams-Chamberlain - Absent
 - B. Also Present:
 - 1. CCCSN - Executive Director - Present
CCCSN - Deputy Director - Present
Douglas McGarry - Board Secretary/Business Administrator - Present
Valerie James-Kemp – Principal - Present
Dr. Karmen Collins - Vice-Principal - Present
- V. REVIEW OF AGENDA
 - A. Questions
- VI. OPEN TO PUBLIC - None
- VII. ADJOURNMENT OF WORK SESSION
 - A. Motion by Ray Garcia and second by Kurt Hess to adjourn the work session at 5:37 PM.
 - B. ALL IN FAVOR – (4) AYES
- VIII. CALLED TO ORDER
 - A. Regular meeting called to order by the Board President at 5:38 PM.
 - B. ROLL CALL
 - C. David Parkhill - Present
Kurt Hess - Present
Marguerite Parker - Present
Ray Garcia - Present
- IX. EXECUTIVE SESSION
 - A. Motion by David Parkhill and second by Ray Garcia to enter into Executive session at 5:39 PM for an update on legal and personnel issues.

- B. ROLL CALL
 - David Parkhill - YES
 - Kurt Hess - YES
 - Marguerite Parker - YES
 - Ray Garcia – YES

Motion passed on a unanimous Roll Call vote.
- C. Motion by Kurt Hess and second by Ray Garcia to return to Regular session at 6:11 PM.
- D. ROLL CALL
 - David Parkhill - YES
 - Kurt Hess - YES
 - Marguerite Parker - YES
 - Ray Garcia – YES

Motion passed on a unanimous Roll Call vote.
- X. OPEN TO PUBLIC - None
- XI. APPROVE MINUTES
 - A. Motion by Marguerite Parker and second by Ray Garcia to approve the Minutes of the Regular and Executive session meetings held on September 12, 2017. (Backup M-1)
 - B. ROLL CALL
 - David Parkhill - YES
 - Kurt Hess - YES
 - Marguerite Parker - YES
 - Ray Garcia – YES

Motion passed on a unanimous Roll Call vote.
- XII. OLD BUSINESS - None
- XIII. FINANCE
 - A. Motion by David Parkhill and second by Kurt Hess to approve items #1 through #13 under Finance.
 1. Recommend approval of line item transfers for the Month of September 2017. (Backup L-1)
 2. Recommend the approval of the Board Secretary's Reports in accordance with 18A: 17-36 and 18A: 17-9 for the month of September 2017. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A - 16.10(c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year which the board is now certifying.(Backup materials L-2)
 3. Recommend the approval of the Treasurer's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of September 2017. The Treasurer's Report and the Secretary's Reports are in agreement for the month of September 2017.(Backup materials L-3)
 4. Recommend approval of the bills as attached in the amount of \$467,509.11. (Backup L-4)

5. Recommend approval of the following payroll (Backup L-5):
September 30, 2017 - \$94,522.98
6. Approve the Board of Education Certification - pursuant to N.J.A.C. 6A:23A-16.10(c) 3, we certify that after review of the secretary's monthly financial reports and upon consultation with the appropriate district officials, that to the best of our knowledge, no major account or fund has been over expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
7. Recommend approval of the expense reclassification report for September 2017. (Backup L-6)
8. Recommend approval of the submission of the Child Assault Prevention grant and the subsequent notification from NJCAP that MPCS was not awarded funding, but placed on a waiting list if funds become available. (Backup L-7)
9. Recommend approval to ratify a contract with Bowman and Company, LLP to administer the school's Section 125 Cafeteria Plan for employees. (Backup L-8)
10. Recommend approval of a Facility Rental Agreement with Holly City Family Center for MPCS to provide swim lessons. The total rental cost is \$2,160 for six weeks.(Backup L-9)
11. Recommend approval of field trips to the Millville Public Library and the Franklin Institute, as attached. (Backup L-10)
12. Recommend approval to ratify the submission of the Villageworks Student Safety Grant application in conjunction with the Cumberland County Charter School Network. (Backup L-11)
13. Recommend approval of the Memorandum of Understanding with Villageworks Inc. and Cumberland County Charter School Network for the implementation of the Student Safety grant. (Backup L-12)

B. ROLL CALL

David Parkhill - YES

Kurt Hess - YES

Marguerite Parker - YES

Ray Garcia – YES

Motion passed on a unanimous Roll Call vote.

XIV. POLICY UPDATES

- A. Motion by Marguerite Parker and second by Ray Garcia to approve item #1 under Policy.

1. Recommend approval of the Second Reading of Policies and Regulations as attached in Strauss-Esmay Policy Alert #213. (Backup POL-1)

B. ROLL CALL

David Parkhill - YES

Kurt Hess - YES

Marguerite Parker - YES

Ray Garcia – YES

Motion passed on a unanimous Roll Call vote.

XV. PERSONNEL

- A. Motion by Kurt Hess and second by Ray Garcia to approve items #1 through #5 under Personnel.
 - 1. Recommend approval to accept the resignation of Caitlyn Shearburn, Teacher, effective November 19, 2017. (Backup PER-1)
 - 2. Recommend approval to accept the resignation of Walleska Handal, Teacher, effective November 17, 2017. (Backup PER-2)
 - 3. Recommend approval of the staff list and salaries as attached. (Backup PER-3)
 - 4. Recommend approval to ratify the termination of Timothy Brunetti, Teacher, for cause, effective October 4, 2017.
 - 5. Recommend approval to ratify the termination of Kristina Aviles, Secretary, for cause, effective October 4, 2017.

ROLL CALL

David Parkhill - YES

Kurt Hess - YES

- B. Marguerite Parker - YES

Ray Garcia – YES

Motion passed on a unanimous Roll Call vote.

XVI. FACILITIES – update by Mr. McGarry

- A. Fire Alarm Installation
- B. Fire Marshal Inspection Report

XVII. COMMUNITY – update by Mr. Parkhill

- A. Millville Elks donated \$1,000 to Friends of MPCS
- B. Millville Elks will assist with Pizza Bingo again this school year

XVIII. PRINCIPAL'S REPORT

- A. Motion by Kurt Hess and second by Ray Garcia to accept the Principal's reports. (Backup P-1)
 - 1. Reports as presented by Mrs. Kemp.

B. ROLL CALL

David Parkhill - YES

Kurt Hess - YES

Marguerite Parker - YES

Ray Garcia – YES

Motion passed on a unanimous Roll Call vote.

XIX. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by Marguerite Parker and second by Kurt Hess to accept the Executive Director's report.

- 1. Presentation of the CCCSN review for 2016-2017

B. ROLL CALL

David Parkhill - YES

Kurt Hess - YES

Marguerite Parker - YES

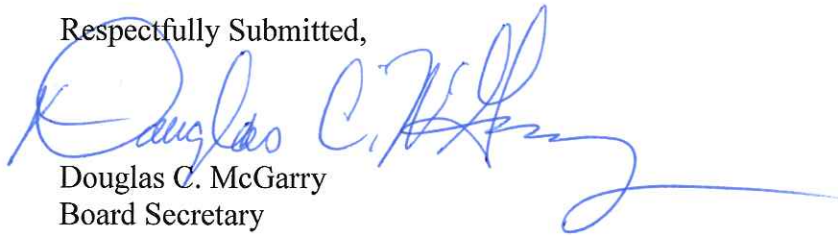
Ray Garcia – YES

Motion passed on a unanimous Roll Call vote.

XX. ADJOURNMENT

- A. Motion by Kurt Hess and second by Marguerite Parker to adjourn the meeting at 6:53 PM.
- B. ALL IN FAVOR – (4) AYES
- C. Next Meeting November 14, 2017

Respectfully Submitted,



Douglas C. McGarry
Board Secretary

Millville Public Charter School Board of Trustees Meeting Executive Session – Tuesday, October 10, 2017, convened at 5:39 PM at the Millville Public Charter School, 1101 Wheaton Avenue, Millville, NJ.

I. Executive Session

Motion by David Parkhill and second by Ray Garcia to enter into Executive/Closed Session at 5:39 PM.

ROLL CALL TO ENTER INTO EXECUTIVE SESSION

- David Parkhill - YES
- Kurt Hess - YES
- Marguerite Parker - YES
- Ray Garcia - YES

Motion passed by unanimous roll call vote.

II. Roll Call

- David Parkhill - PRESENT
- Kurt Hess - PRESENT
- Marguerite Parker - PRESENT
- Ray Garcia - PRESENT

Also Present:

- Esteban Garcia - PRESENT
- Ann F. Garcia Ed.D - PRESENT
- Douglas McGarry - PRESENT
- Valerie James-Kemp - PRESENT (Arrived at 6:07 PM)
- Dr. Karmen Collins - PRESENT (Arrived at 6:07 PM)

III. Discussion

- Resignations/Terminations
- Finance discussion
- HIB reports

IV. Return to Open Session

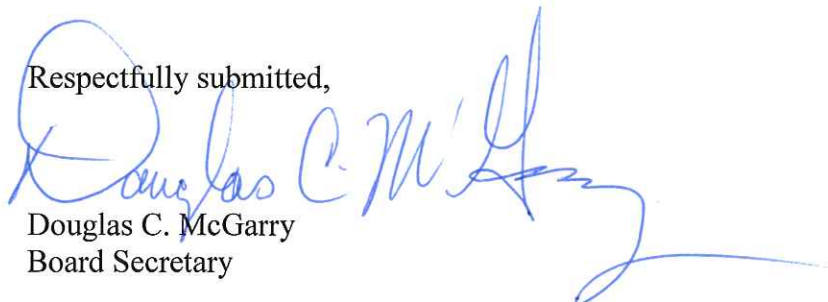
Motion by Kurt Hess and second by Ray Garcia to return to regular session at 6:11 PM.

ROLL CALL TO RETURN TO REGULAR SESSION

- David Parkhill - YES
- Kurt Hess - YES
- Marguerite Parker - YES
- Ray Garcia - YES

Motion passed by unanimous roll call vote.

Respectfully submitted,



Douglas C. McGarry
Board Secretary