

**Millville Public Charter School
Regular Board Meeting
September 16, 2024**

Convenes at 5:15p.m. in the Conference Room at 1101 Wheaton Ave, Millville NJ 08361

- I. CALLED TO ORDER
 - A. Call to Order by the Board President 5:18 PM
- II. STATEMENT FOR THE BOARD OF TRUSTEES MEETING
 - A. Public Notice of this Meeting was advertised in the South Jersey Times and The Reminder on June 29, 2024.
- III. PLEDGE OF ALLEGIANCE
 - A. Led by Mr. Dennis Zakroff
- IV. ROLL CALL
 - A. Dave Parkhill, President- Present
Ellen Booz, Trustee- Present
Clarence Gunter, Trustee- Present
Lakeysha Williams, Trustee- Present
Jasmine Vargas, Trustee - Absent
 - B. Also Present:
 - 1. Matthew Ackiewicz, Superintendent - Present
CCCSN Executive Director- Present
CCCSN Deputy Director- Present
Dennis Zakroff, Board Secretary/Business Administrator- Present
Christina Murphy, Treasurer -Present
Edward Avena, Comptroller -Present
Joseph Keyek, Facilities Manager -Present
Jennifer Hagan, HR Coordinator- Absent
Thomas Ludwig, Principal - Present
Dr. Thomas Santone, Assistant Principal- Present
Shina Howerton, Assistant Principal -Present
- V. REVIEW OF AGENDA
 - A. Questions
- VI. OPEN TO PUBLIC No public present
 - 1. The public may ask questions pertaining to agenda items only.
- VII. EXECUTIVE SESSION not required
- VIII. APPROVE MINUTES
 - A. Motion by Mr. Dave Parkhill and second by Ms. Ellen Booz to approve the Minutes of the Regular session meeting held on August 19, 2024.
 - B. ROLL CALL
Mr. Dave Parkhill – Yes
Ms. Ellen Booz -Yes
Mr. Clarence Gunter – Yes
Ms. Lakeysha Williams – Yes

All were in favor and the motion carried
- IX. OLD BUSINESS (NONE)
- X. FINANCE

- A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to approve items 1 through 17 under Finance.
1. Recommend approval of line item transfers for the Month of August 2024. (Backup L-1)
 2. Recommend the approval of the Board Secretary's Reports in August. 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 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 August 2024. The Treasurer's Report and the Secretary's Reports are in agreement for the month of August 2024. (Backup L-3)
 4. Recommend approval of the August bills as attached in the amount of \$411,871.96 (Back-up L-4)
 5. Recommend approval of the following payrolls (Backup L-5)
August 15, 2024 - \$54,512.08
August 31, 2024 - \$46,746.11
 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 (appropriations section) 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 to approve the expense reclassification report for August 2024. (Back-up L-6)
 8. Recommend to approve the invoice with zoom for the 2024-2025 school year in the amount of \$319. (Back-up L-7)
 9. Recommend to approve the invoice with Sign Pros in the amount of \$658. (Back-up L-8)
 10. Recommend to approve the invoice with Apple in the amount of \$1,254. (Back-up L-9)
 11. Recommend to approve the Power of Attorney with Interstate Tax Service for the 2024-2025 school year. (Back-up L-10)
 12. Recommend to approve the contract with Dr. Brian Davis for School Physician for the 2024-2025 school year in the amount of \$1,000. (Back-up L-11)
 13. Recommend to approve the Agreement with Capehart Scatchard for the 2024-2025 school year. (Back-up L-12)
 14. Recommend to approve the quote with PowerSchool in the amount of \$1,484. (Back-up L-13)
 15. Recommend to approve the agreement for Unemployment Compensation Control. (Back-up L-14)
 16. Recommend to approve the Master Collaborative Educational Services Agreement. (Back-up L-15)
 17. Recommend to approve Mr. Matthew Ackiewicz and Mr. Dennis Zakroff to sign the loan agreement with Ocean First Bank.
- B. ROLL CALL
Mr. Dave Parkhill – Yes
Ms. Ellen Booz -Yes
Mr. Clarence Gunter – Yes
Ms. Lakeysha Williams – Yes

All were in favor and the motion carried

XI. POLICY UPDATES (None)

XII. PERSONNEL

- A. Motion by Ms. Ellen Booz and second by Mr. Clarence Gunter to approve items 1 and 2 under Personnel.
 - 1. Recommend approval of the staff list and salaries for the 2024-2025 school year as attached. (Backup PER-1)
 - 2. Recommend approval of the personnel actions as listed in the attached. (Backup PER-2)
- B. ROLL CALL
 - Mr. Dave Parkhill – Yes
 - Ms. Ellen Booz -Yes
 - Mr. Clarence Gunter – Yes
 - Ms. Lakeysha Williams – Yes

All were in favor and the motion carried

XIII. FACILITIES

- A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to approve item 1 under Facilities.
 - 1. Reports as presented by Mr. Joseph Keyek.
- B. ROLL CALL
 - Mr. Dave Parkhill – Yes
 - Ms. Ellen Booz -Yes
 - Mr. Clarence Gunter – Yes
 - Ms. Lakeysha Williams – Yes

All were in favor and the motion carried

XIV. SCHOOL OPERATIONS

- A. Motion by Mr. Dave Parkhill and second by Ms. Ellen Booz to accept the Principal's reports.
 - 1. Reports as presented by Mr. Thomas Ludwig or Dr. Thomas Santone.
- B. ROLL CALL
 - Mr. Dave Parkhill – Yes
 - Ms. Ellen Booz -Yes
 - Mr. Clarence Gunter – Yes
 - Ms. Lakeysha Williams – Yes

All were in favor and the motion carried

XV. SUPERINTENDENTS REPORT

- A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to approve the Superintendent's Report.
 - 1. Reports as presented by Mr. Matthew Ackiewicz. (S-1)
- B. ROLL CALL
 - Mr. Dave Parkhill – Yes
 - Ms. Ellen Booz -Yes
 - Mr. Clarence Gunter – Yes
 - Ms. Lakeysha Williams – Yes

All were in favor and the motion carried

XVI. EXECUTIVE DIRECTOR'S REPORT

A. Motion by Mr. Dave Parkhill and second by Ms. Ellen Booz to accept the Executive Director's reports.

1. Report as presented by Dr. Garcia.

Dr. Garcia shout out to Mr. Joe Keyek for the 5th grade classrooms

Commented on the restricting of the HIB Process

Commented to MR. Ludwig about increased attendance with starting in September

B. ROLL CALL

Mr. Dave Parkhill – Yes

Ms. Ellen Booz -Yes

Mr. Clarence Gunter – Yes

Ms. Lakeysha Williams – Yes

All were in favor and the motion carried

XVII. ADJOURNMENT

A. Motion by Mr. Dave Parkhill and second by Ms. Ellen Booz to adjourn the meeting at 5:46 PM.

B. ROLL CALL

Mr. Dave Parkhill – Yes

Ms. Ellen Booz -Yes

Mr. Clarence Gunter – Yes

Ms. Lakeysha Williams – Yes

All were in favor and the motion carried

C. Next Meeting is on October 21, 2024.

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator