

**Millville Public Charter School
Regular Board Meeting
August 19, 2024**

Convenes at 5:15 p.m. in the Conference Room at 1101 Wheaton Ave, Millville NJ 08332

- I. CALLED TO ORDER
 - A. Call to Order by the Board President 5:15 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 24, 2024.
- III. PLEDGE OF ALLEGIANCE
 - A. Led by Mr. Dennis Zakroff
- IV. ROLL CALL
 - A. Dave Parkhill, President- Present
Clarence Gunter, Vice President- Present
Lakeysha Williams, Trustee- Absent
Jasmine Vargas, Trustee- Present
Ellen Booz, Trustee - Present
 - B. Also Present:
 - 1. Matthew Ackiewicz, Superintendent- Present
CCCSN Executive Director- Absent
CCCSN Deputy Director-Absent
Dennis Zakroff, Board Secretary/Business Administrator- Present
Christina Murphy, Treasurer- Present
Edward Avena, Comptroller- Present
Joseph Keyek, Facilities Manager- Absent
Jennifer Hagan, HR Coordinator- Present
Thomas Ludwig, Principal- Present
Dr. Thomas Santone, Assistant Principal- Present
Ms. Shina Howerton-Tiller, Assistant Principal -Present
- V. REVIEW OF AGENDA
 - A. Questions No 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 Ms. Ellen Booz and second by Mr. Clarence Gunter to approve the Minutes of the Regular session held on July 15, 2024.
 - B. ROLL CALL
Mr. Dave Parkhill -Yes
Mr. Clarence Gunter- Yes
Ms. Jasmine Vargas- Yes
Ms. Ellen Booz – Yes

All were in favor and the motion carried
- IX. OLD BUSINESS

X. FINANCE

- A. Motion by Ms. Ellen Booz and second by Mr. Clarence Gunter to approve items 1 through 20 under Finance.
1. Recommend approval of line item transfers for the Month of June 2024. (Backup L-1)
 2. Recommend the approval of the Board Secretary's Reports in June. 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 June 2024. The Treasurer's Report and the Secretary's Reports are in agreement for the month of June 2024. (Backup L-3)
 4. Recommend approval of the June bills as attached in the amount of \$543,841.21 (Back-up L-4)
 5. Recommend approval of the following payrolls (Backup L-5):
June 15, 2024 - \$165,845.55
June 30, 2024 - \$135,517.57
 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 June 2024. (Back-up L-6)
 8. Recommend approval of line item transfers for the Month of July 2024. (Backup L-7)
 9. Recommend the approval of the Board Secretary's Reports in July. 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-8)
 10. Recommend the approval of the Treasurer's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of July 2024. The Treasurer's Report and the Secretary's Reports are in agreement for the month of July 2024. (Backup L-9)
 11. Recommend approval of the bills as attached in the amount of \$304,530.60 (Back-up L-10)
 12. Recommend approval of the following payrolls (Backup L-11):
July 15, 2024 - \$35,073.84
July 31, 2024 - \$50,095.69
 13. Recommend to approve the expense reclassification report for July 2024. (Back-up L-12)
 14. Recommend to approve the quote with Frank Mazza and Son in the amount of \$5,668.74(Back-up L-13)
 15. Recommend to approve the renewal of membership to the School Alliance Insurance Fund (Back-up L-14)
 16. Recommend to approve the quote with Great Minds in the amount of \$3,900 (Back-up L-15)
 17. Recommend to approve the quote with Great Minds in the amount of \$12,353.49 (Back-up L-16)
 18. Recommend to review and approve HVAC Financing Request (Ocean First and Envision) (Back-up L-17) The board approved the loan with Ocean First Bank and did not approve the loan through Envision.
 19. Recommend to approve the invoice with NASSP on the amount of \$385 for the 2024-2025 school year. (Back-up L-18)

20. Recommend to approve the revised quote with IXL Learning in the amount of \$9,600. (Back-up L-19)

B. ROLL CALL

Mr. Dave Parkhill -Yes

Mr. Clarence Gunter- Yes

Ms. Jasmine Vargas- Yes

Ms. Ellen Booz – Yes

All were in favor and the motion carried

XI. POLICY UPDATES (See Attached)

A. Motion by Mr. Clarence Gunter and second by Ms. Ellen Booz to approve item 1 under Policy.

1. Second Reading and Adoption of Policy Alert #233.

B. ROLL CALL

Mr. Dave Parkhill -Yes

Mr. Clarence Gunter- Yes

Ms. Jasmine Vargas- Yes

Ms. Ellen Booz – Yes

All were in favor and the motion carried

XII. PERSONNEL

A. Motion by Mr. Dave Parkhill 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

Mr. Clarence Gunter- Yes

Ms. Jasmine Vargas- Yes

Ms. Ellen Booz – Yes

All were in favor and the motion carried

XIII. FACILITIES

A. Motion by Mr. Clarence Gunter and second by Mr. Dave Parkhill to approve item 1 under Facilities.

1. Reports as presented by Mr. Joseph Keyek.

B. ROLL CALL

Mr. Dave Parkhill -Yes

Mr. Clarence Gunter- Yes

Ms. Jasmine Vargas- Yes

Ms. Ellen Booz – Yes

All were in favor and the motion carried

XIV. SCHOOL OPERATIONS

A. Motion by Mr. Clarence Gunter and second by Mr. Dave Parkhill to accept the Principal's reports.

1. Reports as presented by Mr. Ludwig or Dr. Santone
2. Mentoring Plan (2024-2025) (Back-up SO-2)
3. Nursing Service Plan (2024-2025) (Back-up SO-3)

B. ROLL CALL

Mr. Dave Parkhill -Yes
Mr. Clarence Gunter- Yes
Ms. Jasmine Vargas- Yes
Ms. Ellen Booz – Yes

All were in favor and the motion carried

XV. SUPERINTENDENTS REPORT

- A. Motion by Mr. Dave Parkhill and second by Ms. Ellen Booz to approve the Superintendent's Report.

Mr. Parkhill wisher Mr. Ackiewicz a Happy Birthday before his report.

Mr. Ackiewicz spoke about preparing the building for the upcoming school year

He informed the Board that the school is up for Charter Renewal this year and is excited to show the improvements like the STEM Room and outdoor classroom

Calendars with all school events were ordered and will be given out to all family, staff and board members for better communication and involvement

The new sign is installed and hopefully will be ready before school starts.

B. ROLL CALL

Mr. Dave Parkhill -Yes
Mr. Clarence Gunter- Yes
Ms. Jasmine Vargas- Yes
Ms. Ellen Booz – Yes

All were in favor and the motion carried

XVI. EXECUTIVE DIRECTOR'S REPORT No report Executive Director Absent

- A. Motion by _____ and second by _____ to accept the Executive Director's reports.

1. Report as presented by Dr. Garcia.

B. ROLL CALL

XVII. ADJOURNMENT

- A. Motion by Mr. Dave Parkhill and second by Ms. Ellen Booz to adjourn the meeting at 5:50 PM.

- B. Next Meeting is on September 16, 2024.

C. ROLL CALL

Mr. Dave Parkhill -Yes
Mr. Clarence Gunter- Yes
Ms. Jasmine Vargas- Yes
Ms. Ellen Booz – Yes

All were in favor and the motion carried

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator