

**Millville Public Charter School
Regular Board Meeting
April 15, 2024**

Convenes at 5:25 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 5:26 PM

II. STATEMENT FOR THE BOARD OF TRUSTEES MEETING

A. Public Notice of this Meeting was advertised in the South Jersey Times on and the Reminder on June 1, 2023.

III. PLEDGE OF ALLEGIANCE

A. Led by Mr. Dennis Zakroff

IV. ROLL CALL

A. Dave Parkhill, President- Present
Ellen Booz, Trustee-Absent
Clarence Gunter, Trustee- Present
Lakeysha Williams, Trustee- Absent
Jasmine Vargas, Trustee -Present

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
Joseph Keyek, Facilities Manager- Present
Jennifer Hagan, HR Coordinator- Present
Thomas Ludwig, Principal - Present
Dr. Thomas Santone, Assistant Principal – Present

V. REVIEW OF AGENDA

A. Questions

VI. OPEN TO PUBLIC

1. The public may ask questions pertaining to agenda items only.

VII. APPROVE MINUTES

A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to approve the Minutes of the Regular meeting held on March 18, 2024.

B. ROLL CALL

Mr. Dave Parkhill -Yes
Mr. Clarence Gunter- Yes
Ms. Jasmine Vargas- Yes

All were in favor and the motion carried

VIII. OLD BUSINESS

IX. FINANCE

A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to approve items 1 through 19 under Finance.

1. Recommend approval of line item transfers for the Month of March 2024. (Backup L-1)

2. Recommend the approval of the Board Secretary's Reports in March. 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 March 2024. The Treasurer's Report and the Secretary's Reports are in agreement for the month of March 2024. (Backup L-3)
4. Recommend approval of the bills as attached in the amount of \$572,353.25 (Back-up L-4)
5. Recommend approval of the following payrolls (Backup L-5):
 - March 15, 2024 - \$142,255.47
 - March 31, 2024 - \$143,533.75
 - April 15, 2024 - \$133,293.26
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 March 2024. (Back-up L-6)
8. Recommend to approve the invoice with EduTrak for the 2024-2025 school year in the amount of \$3,521.00. (Back-up L-7)
9. Recommend to approve the E2E Exchange services agreement for the 2024-2025 school year. (Back-up L-8)
10. Recommend to approve the quote with Committee for Children for the 2024-2025 school year in the amount of \$5,190.00. (Back-up L-9)
11. Recommend to approve the estimate with Krise in the amount of \$4,750.00 for sewer inspection. (Back-up L-10)
12. Recommend to approve agreement with Professional Medical Staffing for the 2024-2025 school year. (Back-up L-11)
13. Recommend to approve the agreement Complete Care for Student Health Solutions for the 2024-2025 school year. (Back-up L-12)
14. Recommend to approve the appointment of Dennis Zakroff as Risk Management Consultant. (Back-up L-13)
15. Recommend to approve the proposal with Epic Environmental for the 2024-2025 school year for Lead in water sampling.(Back-up L-14)
16. Recommend to approve the proposal with Epic Environmental for AHERA Compliance Services. (Back-up L-15)
17. Recommend to approve the proposal with Epic Environmental for Survey Preparation in the amount of \$345.00. (Back-up L-16)
18. Recommend to approve the invoice with ESS for monitoring the panic button alarm system in the amount of \$680.00 from April 2024 to April 2025. (Back-up L-17)
19. Recommend to approve the estimate with Forrest Tree Surgeon in the amount of \$7,450.00 (Back-up L-18)

B. ROLL CALL

Mr. Dave Parkhill -Yes
Mr. Clarence Gunter- Yes
Ms. Jasmine Vargas- Yes

All were in favor and the motion carried

X. POLICY UPDATES (None)

XI. PERSONNEL

- A. Motion by Mr. Clarence Gunter and second by Mr. Dave Parkhill to approve items 1 and 2 under Personnel.
 - 1. Recommend approval of the staff list and salaries for the 2023-2024 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

All were in favor and the motion carried

XII. 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.
Working on the new classrooms, roof repairs were completed, trees going to be trimmed
- B. ROLL CALL
 - Mr. Dave Parkhill -Yes
 - Mr. Clarence Gunter- Yes
 - Ms. Jasmine Vargas- Yes

All were in favor and the motion carried

XIII. SCHOOL OPERATIONS

- A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to accept the Principal's reports.
 - 1. Reports as presented by Mr. Thomas Ludwig or Dr. Thomas Santone
Mr. Ludwig thanked Mrs. Jean Parkhill and Ms. Christine Downing for their work on the book fair
- B. ROLL CALL
 - Mr. Dave Parkhill -Yes
 - Mr. Clarence Gunter- Yes
 - Ms. Jasmine Vargas- Yes

All were in favor and the motion carried

XIV. SUPERINTENDENTS REPORT

- A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to accept the Superintendent's reports.
 - 1. Reports as presented by Mr. Matthew Ackiewicz (S-1).
Mr. Ackiewicz presented the agreement between the University and Millville Public Charter School for a Social Worker internship for 2024-2025 school year.
Preparing for NJSLA Testing
Working on staffing needs for 2024-25 school year
Working of facilities plan for 1 -year, 3- year and 5-year
- B. ROLL CALL

Mr. Dave Parkhill -Yes
Mr. Clarence Gunter- Yes
Ms. Jasmine Vargas- Yes

All were in favor and the motion carried

XV. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by Mr. Clarence Gunter and second by Mr. Dave Parkhill to accept the Executive Director's reports.
1. Report as presented by Dr. Garcia.
Dr. Garcia talked about the notice of State testing scores
Ask if Dunkin selling Krispy Kreme donuts might impact the fund raiser?
Ms. Jean Parkhill replied she felt that it will not have an impact.

- B. ROLL CALL
Mr. Dave Parkhill -Yes
Mr. Clarence Gunter- Yes
Ms. Jasmine Vargas- Yes

All were in favor and the motion carried

XVI. ADJOURNMENT

- A. Next Meeting is on May 13, 2024.
- B. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to adjourn the meeting at _____ PM.
- C. ROLL CALL
Mr. Dave Parkhill -Yes
Mr. Clarence Gunter- Yes
Ms. Jasmine Vargas- Yes

All were in favor and the motion carried

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator