

Millville Public Charter School

Regular Board Meeting

May 13, 2024

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 5:25 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- Present
Clarence Gunter, Trustee- Present
Lakeysha Williams, Trustee- Absent
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
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. EXECUTIVE SESSION

A. Motion by Mr. Dave Parkhill and second by Ms. Ellen Booz to enter Executive Session at 5:25 PM concerning Personal Matters - Staff renewals for the 2024-2025 school year.

B. ROLL CALL

Mr. Dave Parkhill – Yes
Ms. Ellen Booz – Yes
Mr. Clarence Gunter - Yes
All were in favor and the motion carried

C. Motion by Mr. Dave Parkhill and second by Ms. Ellen Booz to return to regular session at 5:27 PM.

D. ROLL CALL

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

All were in favor and the motion carried

VIII. RECOMMENDATION TO THE BOARD OF TRUSTEES

- A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to approve item 1 under Recommendation for the Board of Trustees.
 - 1. Recommend approval of the following dates for the Board of Trustees meetings for the 2024-2025 school year. All meetings will begin at 5:15pm in the MPCS Conference Room.
 - July 15
 - August 19
 - September 16
 - October 21
 - November 18
 - December 16
 - January 27
 - February 24
 - March 17
 - April 28
 - May 12
 - June 16
- B. ROLL CALL
 - Mr. Dave Parkhill – Yes
 - Ms. Ellen Booz – Yes
 - Mr. Clarence Gunter - Yes
 - All were in favor and the motion carried

IX. APPROVE MINUTES

- A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to approve the Minutes of the Regular meeting held on April 15, 2024.
- B. ROLL CALL
 - Mr. Dave Parkhill – Yes
 - Ms. Ellen Booz – Yes
 - Mr. Clarence Gunter - Yes
 - All were in favor and the motion carried

X. OLD BUSINESS

XI. FINANCE

- A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to approve items 1 through 21 under Finance.
 - 1. Recommend approval of line item transfers for the Month of April 2024. (Backup L-1)
 - 2. Recommend the approval of the Board Secretary's Reports in April. 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 April 2024. The Treasurer's Report and the Secretary's Reports are in agreement for the month of April 2024. (Backup L-3)
 - 4. Recommend approval of the bills as attached in the amount of \$505,340.37 (Back-up L-4)
 - 5. Recommend approval of the following payrolls (Backup L-5):
 - April 15, 2024 - \$133,293.26
 - April 30, 2024 - \$151,437.89

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 April 2024. (Back-up L-6)
8. Recommend to approve the proposal with Paul's Commodity Hauling in the amount for the 2024-2025 school year. (Back-up L-7)
9. Recommend to approve the quote with Oncourse for the 2024-2025 school year in the amount of \$13,145.91. (Back-up L-8)
10. Recommend to approve the quote Collaborative Classroom for the 2024-2025 school year in the amount of \$3,068. (Back-up L-9)
11. Recommend to approve quote with Smore Team for the 2024-2025 school year in the amount of \$1,050. (Back-up L-10)
12. Recommend to approve the contract with Gladwyn Baptist in the amount of \$500 for School Physician during the 2024-2025 school year. (Back-up L-11)
13. Recommend to approve the proposal with Viking Pest for the 2024-2025 school year in the amount of \$180/month. (Back-up L-12)
14. Recommend to approve the agreement with CASA for the 2024-2025 school year. (Back-up L-13)
15. Recommend to approve the invoice for \$4,995 for CDK Accounting. (Back-up L-14)
16. Recommend to approve the Memorandum of Understanding with Gateway for the 2024-2025 school year. (Back-up L-15)
17. Recommend to approve the listed teachers for Summer Enrichment. (Back-up L-16)
18. Recommend to approve the proposal with Eric Krise in the amount of \$2,678.42. (Back-up L-17)
19. Recommend to approve the invoice with Eric Krise in the amount of \$6,474.14. (Back-up L-18)
20. Recommend to approve the agreement with Salem County Special Services for the 2024-2025 school year. (Back-up L-19)
21. Recommend to approve to renew Millville Public Charter School's agreements to consolidate the school nutrition programs and act as the managing entity for food services for Vineland Public Charter School and Bridgeton Public Charter School.

B. ROLL CALL

Mr. Dave Parkhill – Yes

Ms. Ellen Booz – Yes

Mr. Clarence Gunter - Yes

All were in favor and the motion carried

XII. POLICY UPDATES (None)

XIII. PERSONNEL

A. Motion by Mr. Dave Parkhill and second by Ms. Ellen Booz 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
Ms. Ellen Booz – Yes
Mr. Clarence Gunter - Yes
All were in favor and the motion carried

XIV. 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
All were in favor and the motion carried

XV. 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
All were in favor and the motion carried

XVI. SUPERINTENDENTS REPORT

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

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
All were in favor and the motion carried

XVII. 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.

Reported on the hectic calendar and time of year

Asked to monitor the traffic going to the Nurses' office

Dr. Santone responded that the new Smart Pass was working on limiting access to the Nurses' office

Please the calendar was reduced to 188 school days for the 2024-25 school year.

B. ROLL CALL

Mr. Dave Parkhill – Yes
Ms. Ellen Booz – Yes
Mr. Clarence Gunter - Yes
All were in favor and the motion carried

XVIII. ADJOURNMENT

A. Next Meeting is on June 17, 2024.

- B. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to adjourn the meeting at 5:57 PM.
- C. ROLL CALL
 - Mr. Dave Parkhill – Yes
 - Ms. Ellen Booz – Yes
 - Mr. Clarence Gunter - Yes
 - All were in favor and the motion carried

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator