

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

**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 5:22 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 24, 2024.
- III. PLEDGE OF ALLEGIANCE
  - A. Led by Mr. Thomas Ludwig
- IV. ROLL CALL
  - A. Dave Parkhill, President- Present  
Clarence Gunter, Vice President- Present  
Lakeysha Williams, Trustee- Absent  
Jasmine Vargas, Trustee- Absent  
Ellen Booz, Trustee- Present
  - B. Also Attending:
    - 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- Present  
Thomas Ludwig, Principal - Present  
Dr. Thomas Santone, Assistant Principal- Present
- V. REVIEW OF AGENDA
  - A. Questions
- VI. OPEN TO PUBLIC- No Public
  - 1. The public may ask questions pertaining to agenda items only.
- VII. EXECUTIVE SESSION – No Required
- VIII. APPROVE MINUTES
  - A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to approve the Minutes of the Regular and Executive sessions held on June 17, 2024.
  - B. ROLL CALL  
Mr. Dave Parkhill – Yes  
Mr. Clarence Gunter- Yes  
Ms. Ellen Booz – Yes

All were in favor and the motion carried
- IX. OLD BUSINESS- None
- X. FINANCE

- A. Motion by Ms. Ellen Booz and second by Mr. Dave Parkhill to approve items 1 through 29 under Finance.
1. Recommend to approve the acceptance of IDEA Funds. (Backup L-1)
  2. Recommend to approve the ESEA Funds (Titles I, II and IV) (Backup L-2)
  3. Recommend to refuse ESEA Funds (Title III) (Backup L-3)
  4. Recommend to approve the quote with College board for the 2024-2025 school year in the amount of \$4,055.68 (Back-up L-4)
  5. Recommend too approve the quote with Barnes and Nobles in the amount of \$61.53 (Backup L-5)
  6. Recommend to approve the quote with Marzano fir the 2024-2025 school year in the amount of \$5,000 (to be shared with BPCS and VPCS.) (Back-up L-6)
  7. Recommend to approve the Travel Voucher for Christine Howell in the amount of \$68.88 (Back-up L-7)
  8. Recommend to approve the agreement with Rue Insurance for the 2024-2025 school year. (Back-up L-8)
  9. Recommend to approve the invoice for inTeam for Menu Planning in the amount of \$1,445. (Back-up L-9)
  10. Recommend to approve the agreement with Rioch in the amount of \$354.06 (monthly). (Back-up L-10)
  11. Recommend approval for the quote with Oncourse in the amount of \$13,145.91 for the 2024-2025 school year. (Back-up L-11)
  12. Recommend to approve the quote with Multi-Temp Mechanical INC in the amount of \$448,783.50. (Back-up L-12)
  13. Recommend to approve the proposal with Eric Krise in the amount of \$5,600 for troubleshooting and mapping of electrical issues. (Back-up L-13)
  14. Recommend to approve the disposal of the following items (Back-up L-14)
  15. Recommend to approve the proposal with ERCO in the amount of \$3,985 blinds and shades. (Back-up L-15)
  16. Recommend to approve the proposal with ERCO in the amount of \$980 for Blind and Shades. (Back-up L-16)
  17. Recommend to approve the quote with Multi Temp Mechanical in the amount of \$9,975.94. (Back-up L-17)
  18. Recommend to approve the quote with Harring Fire Protection in the amount of \$36,650 for the installation of fire sprinklers. (Back-up L-18)
  19. Recommend to approve the proposal with D.D.S. in the amount of \$9,900. (Back-up L-19)
  20. Recommend to approve the quote with Guardian Contracting in the amount of \$6,520 for asbestos abatement. (Back-up L-20)
  21. Recommend to approve the estimate with MGM Carpet and Flooring in the amount of \$7,170 (Back-up L-21)
  22. Recommend to approve the estimate with MGM Carpet and Flooring in the amount of \$7,152.44 (Back-up L-21a)
  23. Recommend to approve the estimate with Krise Services in the amount of \$3,809.09 (Back-up L-22)
  24. Recommend to approve the proposal with Eric Krise in the amount of \$8,155.85 (Back-up L-23)

25. Recommend to approve the invoice for membership renewal in New Jersey School Buildings and Grounds Association in the amount of \$700. (Back-up L-24)
26. Recommend to approve the quote with Harring Fire Protection in the amount of \$200 for Fire Inspection (Back-up L-25)
27. Recommend to approve the quote with Harring Fire Protection in the amount of \$2,745 for sprinkler inspection. (Back-up L-26)
28. Recommend to approve the quote with Harring Fire Protection in the amount of \$300 for Kitchen Suppression inspection. (Back-up L-27)
29. Recommend to approve the proposed layout of the MPCCS Cafe and Lunch Room. (Back-up L-28)

B. ROLL CALL

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

All were in favor and the motion carried

XI. POLICY UPDATES (See Attached)

XII. PERSONNEL

A. Motion by Mr. Clarence Gunter 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 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. Ellen Booz – Yes

All were in favor and the motion carried

XIII. FACILITIES

A. Motion by Ms. Ellen Booz 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  
Mr. Clarence Gunter- Yes  
Ms. Ellen Booz – Yes

All were in favor and the motion carried

XIV. 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

B. ROLL CALL

Mr. Dave Parkhill – Yes  
Mr. Clarence Gunter- 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 accept the Superintendent's reports.
  - 1. Comprehensive Equity Plan Statement of Assurance 2024-2025 (E-1).
  - 2. HIB Report (E-2)
  - 3. Emergency Virtual Program Plan (E-3)
    - Summer enrichment will be at Vineland Public Charter School
    - Administration is preparing for the upcoming school year
    - Event planning and community involvement for the school year
    - Business office working on four goals for the upcoming year for each member
- B. ROLL CALL
  - Mr. Dave Parkhill – Yes
  - Mr. Clarence Gunter- Yes
  - Ms. Ellen Booz – Yes

All were in favor and the motion carried

XVI. 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.
    - Thank for your loyalty
    - Busy time for administration
    - Everything looking good for now as we prepare for Renewal
    - How many employment vacancies are there?
- B. ROLL CALL
  - Mr. Dave Parkhill – Yes
  - Mr. Clarence Gunter- Yes
  - Ms. Ellen Booz – Yes

All were in favor and the motion carried

XVII. ADJOURNMENT

- A. Next Meeting is on August 19, 2024.
- B. Motion by Mr. Dave Parkhill and second by Ms. Ellen Booz to adjourn the meeting at 5:48 PM.
- C. ROLL CALL
  - Mr. Dave Parkhill – Yes
  - Mr. Clarence Gunter- Yes
  - Ms. Ellen Booz – Yes

All were in favor and the motion carried

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator