

**Millville Public Charter School
Work Session/Regular Board Meeting Minutes
October 7, 2020**

Convened at 5:30 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 at 5:27 PM.
- II. STATEMENT FOR THE BOARD OF TRUSTEES MEETING
 - A. Public Notice of this Meeting was advertised in the South Jersey Times on June 22, 2020.
- III. PLEDGE OF ALLEGIANCE
 - A. Led by Mr. Parkhill.
- IV. ROLL CALL
 - A. David Parkhill, President – PRESENT (By Phone)
Jaclyn Haas-Benner, Vice President - ABSENT
Ellen Booz, Trustee – PRESENT (By Phone)
Rick Grablow, Trustee – PRESENT (By Phone)
Jo-Ann Carney, Trustee – PRESENT (By Phone)
 - B. Also Present:
 - 1. CCCSN Executive Director – PRESENT (By Phone)
CCCSN Deputy Director – PRESENT (By Phone)
Dr. Shay Richardson, Business Administrator/Board Secretary - PRESENT
Matthew Ackiewicz, Principal – PRESENT (By Phone)
Thomas Ludwig, Assistant Principal – PRESENT (By Phone) (Arrived 5:36 pm)
Courtney Alvarez, Director of Human Resources – PRESENT (By Phone)
- V. REVIEW OF AGENDA
 - A. Questions
- VI. OPEN TO PUBLIC
 - 1. The public may ask questions pertaining to agenda items only.
- VII. ADJOURNMENT OF WORK SESSION
 - A. Motion by Ellen Booz and second by Rick Grablow to adjourn the Work Session at 5:29 PM.
 - B. ROLL CALL
David Parkhill – YES
Ellen Booz – YES
Rick Grablow – YES
Jo-Ann Carney – YES
Motion passed on a unanimous Roll Call vote.
- VIII. CALLED TO ORDER
 - A. Regular meeting called to order by the Board President at 5:30 PM.
 - B. ROLL CALL
David Parkhill – YES

Ellen Booz – YES
Rick Grablow – YES
Jo-Ann Carney – YES

Motion passed on a unanimous Roll Call vote.

IX. EXECUTIVE SESSION - None at this time.

X. OPEN TO PUBLIC

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

XI. APPROVE MINUTES

A. Motion by Jo-Ann Carney and second by David Parkhill to approve the Minutes of the Regular meeting held on September 9, 2020. (Backup M-1)

B. ROLL CALL

David Parkhill – YES
Ellen Booz – YES
Rick Grablow – YES
Jo-Ann Carney – YES

Motion passed on a unanimous Roll Call vote.

XII. OLD BUSINESS – None at this time.

XIII. FINANCE

A. Motion by David Parkhill and second by Jo-Ann Carney to approve items #1 through #17 under Finance.

1. Recommend approval of line item transfers for the Month of September 2020. (Backup L-1)

2. Recommend the approval of the Board Secretary's Reports in accordance with 18A: 17-36 and 18A: 17-9 for the month of September 2020. 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 September 2020. The Treasurer's Report and the Secretary's Reports are in agreement for the month of September 2020.(Backup L-3)

4. Recommend approval of the bills list as attached (Backup L-4):
September 1, 2020 - September 30, 2020 - \$291,102.68

5. Recommend approval of the following payrolls (Backup L-5):
September 15, 2020 - \$81,753.86
September 30, 2020 - \$77,480.21

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 September 2020. (Backup L-6)
 8. Recommend to approve the T-Mobile for Education Covid-19 agreement to provide hotspots for students, in the amount of \$2,400.00. (Backup L-7)
 9. Recommend to approve and ratify the agreement with Therapy Source to supply therapy services at the rates listed in the attached. (Backup L-8)
 10. Recommend to approve psychological and psychoeducational assessments provided by Jaime Cifuentes on an as-needed basis, with honorarium rates of \$595.00 and \$750.00. (Backup L-9)
 11. Recommend approval of the staff charged to the IDEA grant. (Backup L-10)
 12. Recommend approval to charge the attached staff member salary to the Title I SIA funds for 2020-2021. (Backup L-11)
 13. Recommend approval to accept the Coronavirus Relief Fund Grant in the amount of \$27,582. (Backup L-12)
 14. Recommend to approve the Section 125 Cafeteria Plan for the 2021 plan year with rates as indicated in the attached. (Backup L-13)
 15. Recommend approval of the agreement with FP Mailing Solutions for a contract period of 39 months. (Backup L-14)
 16. Recommend to approve the Southern Coastal Regional Employee Benefits Fund rates for the New Jersey Educators Health Plan effective January 1, 2021. (Backup L-15)
 17. Recommend to approve Christina Murphy as Interim School Business Administrator through the Cumberland County Charter School Network service management agreement effective November 1, 2020.
- B. ROLL CALL
David Parkhill – YES
Ellen Booz – YES
Rick Grablow – YES
Jo-Ann Carney – YES
Motion passed on a unanimous Roll Call vote.

XIV. POLICY UPDATES - None at this time.

XV. PERSONNEL

- A. Motion by Ellen Booz and second by Jo-Ann Carney to approve items #1 through #3 under Personnel.
1. Recommend approval of the staff list and salaries for the 2020-2021 school year as attached. (Backup PER-1)
 2. Recommend approval of the personnel actions as listed in the attached. (Backup PER-2)
 3. Recommend to approve the attached staff member's salary increase. (Backup PER-3)
- B. ROLL CALL
David Parkhill – YES
Ellen Booz – YES
Rick Grablow – YES

Jo-Ann Carney – YES

Motion passed on a unanimous Roll Call vote.

XVI. FACILITIES - See the Executive Director's Report.

XVII. SCHOOL OPERATIONS

A. Motion by Jo-Ann Carney and second by Ellen Booz to approve items #1 through #2 under School Operations.

1. Recommend approval of the Principal's report as presented by Mr. Ackiewicz.
(Backup SO-1)

2. Recommend approval of the revised 2020-2021 school calendar. (Backup SO-2)

B. ROLL CALL

David Parkhill – YES

Ellen Booz – YES

Rick Grablow – YES

Jo-Ann Carney – YES

Motion passed on a unanimous Roll Call vote.

XVIII. EXECUTIVE DIRECTOR'S REPORT

A. Motion by David Parkhill and second by Rick Grablow to approve item #1 under Executive Director's Report.

1. Recommend approval of the report as presented by the CCCSN representative.

- Calendar update – school closed for Election Day, November 3, 2020.
- Christina Murphy – Interim SBA approved.
- Facilities
 - Mulch placed down
- New School Nurse hired.

B. ROLL CALL

David Parkhill – YES

Ellen Booz – YES

Rick Grablow – YES

Jo-Ann Carney – YES

Motion passed on a unanimous Roll Call vote.

XIX. ADJOURNMENT

A. Motion by David Parkhill and second by Ellen Booz to adjourn the meeting at 5:48 PM.

B. ALL IN FAVOR

Voice Vote – Four (4) AYES

C. November 11, 2020

Respectfully Submitted,

Dr. Shay Richardson
Business Administrator/Board Secretary