

**Millville Public Charter School  
Work Session/Regular Board Meeting  
April 14, 2021**

**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 5.34 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 22, 2020.
- III. PLEDGE OF ALLEGIANCE
  - A. Led by Mr. Ludwig.
- IV. ROLL CALL
  - A. Dave Parkhill, President – PRESENT (By Phone)  
Jaclyn Haas-Benner, Vice President– PRESENT (By Phone)  
Ellen Booz, Trustee – PRESENT (By Phone)  
Rick Grablow, Trustee - ABSENT  
Joanne Carney, Trustee – ABSENT
  - B. Also Present:
    1. CCCSN Executive Director – PRESENT (By Phone)  
CCCSN Deputy Director– PRESENT (By Phone)  
Christina Murphy, Board Secretary/Business Administrator – PRESENT (By Phone)  
Matthew Ackiewicz, Principal – PRESENT (By Phone)  
Thomas Ludwig, Assistant Principal– PRESENT (By Phone)  
Courtney Alvarez, Director of Human Resources – PRESENT (By Phone)  
AnneMarie Lucchesi, Bookkeeper – PRESENT (By Phone)  
Mike McClintock, Assistant Business Administrator– PRESENT (By Phone)  
Brian Caulford, Comptroller – ABSENT  
Dottie Health, Public– PRESENT (By Phone)  
Terri Reed, Public– 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 Jaclyn Haas-Benner and second by Ellen Booz to adjourn the work session at 5:36 PM.
  - B. ALL IN FAVOR  
Dave Parkhill - YES  
Jaclyn Haas-Benner - YES  
Ellen Booz – YES  
**Motion passed on an unanimous Roll Call vote.**
- VIII. CALLED TO ORDER
  - A. Regular meeting called to order by the Board President at 5:37 PM.
  - B. ROLL CALL  
Dave Parkhill - YES  
Jaclyn Haas-Benner - YES  
Ellen Booz – YES

**Motion passed on an unanimous Roll Call vote.**

IX. EXECUTIVE SESSION

A. Motion by Dave Parkhill and second by Ellen Booz to enter into Executive session at 5:39 PM concerning Personnel Matters - Staff renewals for FY 2021-2022.

B. ROLL CALL

Dave Parkhill - YES

Jaclyn Haas-Benner - YES

Ellen Booz – YES

**Motion passed on an unanimous Roll Call vote.**

C. Motion by Ellen Booz and second by Jaclyn Haas-Benner to return to Regular session at 5:41 PM.

D. ROLL CALL

Dave Parkhill - YES

Jaclyn Haas-Benner - YES

Ellen Booz – YES

**Motion passed on an unanimous Roll Call vote.**

X. OPEN TO PUBLIC - NONE

XI. APPROVE MINUTES

A. Motion by Dave Pakhill and second by Jaclyn Haas-Benner to approve the Minutes of the Regular and Executive session meetings held on March 10, 2021.

B. ROLL CALL

Dave Parkhill - YES

Jaclyn Haas-Benner - YES

Ellen Booz – YES

**Motion passed on an unanimous Roll Call vote.**

XII. OLD BUSINESS

XIII. FINANCE

A. Motion by Ellen Booz and second by Dave Parkhill to approve items 1 through 16 under Finance.

1. Recommend approval of line item transfers for the Month of March 2021. (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 March 2021. 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 materials 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 2021. The Treasurer's Report and the Secretary's Reports are in agreement for the month of March 2021.(Backup materials L-3)

4. Recommend approval of the bills as attached in the amount of \$360,731.33 (Back-up L-4)

5. Recommend approval of the following payrolls (Backup L-5):

March 15, 2021 - \$82,856.23

March 31, 2021 - \$87,208.45

April 15, 2021 - \$75,515.44

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 2021. (Back-up L-6)

8. To approve Tuition Reimbursement and PreApproval for Stefanie Alvarez for \$4452 (\$2226 split between VPCS, MPCS, BPCS). (Back-up L-7)
9. To approve new health insurance rates per plan with CCCSN and Southern Coastal HIF as attached. (Back-up L-8)
10. Recommend to approve student transportation reimbursement. Luis Sotomayor who resides at 7 George Street, Bridgeton, NJ 08302 (Back-up L-9)
11. To approve the SAIF Membership Renewal from 2021-2024 in the resolution as attached. (Back-up L-10)
12. To approve the appointment of the School Business Administrator as the Fund Commissioner for SAIF in the resolution as attached. (Back-up L-11)
13. To approve CARES budget transfers to reflect the following balances as attached. (Back-up L-13)
14. To approve proposal with ESS for fire inspection (Back-up L-14)
15. To approve amendment to IDEA application for increase in funds of \$317. (Back-up L-15)
16. To ratify the submission of a custodial bid for FY2022, and authorizing the Assistant Business Administrator to act on behalf of the Business Administrator as a duly authorized designee.

B. ROLL CALL

Dave Parkhill - YES

Jaclyn Haas-Benner - YES

Ellen Booz – YES

**Motion passed on an unanimous Roll Call vote.**

XIV. POLICY UPDATES - NONE

XV. PERSONNEL

- A. Motion by Dave Parkhill and second by Jaclyn Haas-Benner 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. (Back-up PER-1)

2. Recommend approval of the personnel actions as listed in the attached. (Back-up PER-2)

3. Recommend approval to renew staff for the 2021-2022 school year as listed in the attached. (Back-up PER-3)

a. Mrs. Reed- non Renewal for performance

B. ROLL CALL

Dave Parkhill - YES

Jaclyn Haas-Benner - YES

Ellen Booz – YES

**Motion passed on an unanimous Roll Call vote.**

XVI. FACILITIES- NONE

XVII. SCHOOL OPERATIONS

- A. Motion by Ellen Booz and second by Jaclyn Haas-Benner to accept the Principal's reports.

1. Reports as presented by Mr. Matthew Ackiewicz (Back-up SO-1)

2. To approve the School Age Child Care Contract for the 2021-2022 school year between Cumberland Cape Atlantic YMCA and Vineland Public Charter School (Back-up SO-2)

B. ROLL CALL

Dave Parkhill - YES

Jaclyn Haas-Benner - YES

Ellen Booz – YES

**Motion passed on an unanimous Roll Call vote.**

XVIII. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by Ellen Booz and second by Jaclyn Haas-Benner to accept the Executive Director's reports.
  - 1. Report as presented by Dr. Garcia.
    - a. Millville re-financing revisited
    - b. Federal government grant
    - c. Announcement regarding transition of Executive Director to retirement. Kim Garcia to transition into new role.
    - d. Payment of vacation days for Lisa Zuniga.
- B. ROLL CALL
  - Dave Parkhill - YES
  - Jaclyn Haas-Benner - YES
  - Ellen Booz – YES

**Motion passed on an unanimous Roll Call vote.**

XIX. ADJOURNMENT

- A. Motion by \_\_\_\_\_ and second by \_\_\_\_\_ to adjourn the meeting at \_\_\_\_\_ PM.
- B. ALL IN FAVOR
- C. Next Meeting is on May 12, 2021

Respectfully Submitted;

Christina Murphy  
Business Administrator