

Millville Public Charter School

Regular Board Meeting

May 12, 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 5:33 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 17, 2020.

III. PLEDGE OF ALLEGIANCE

A. Led by the Board President

IV. ROLL CALL

A. Dave Parkhill, President – PRESENT (By Phone)
Jaelyn Haas-Benner, Vice-President – ABSENT
Ellen Booz, Trustee – PRESENT (By Phone)
Rick Grablow, Trustee – PRESENT (By Phone)
Joanne Carney, Trustee – PRESENT (By Phone)

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 – ABSENT
Brian Caulford, Comptroller – 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 _____ and second by _____ to adjourn the work session at _____ PM.

B. ALL IN FAVOR

VIII. CALLED TO ORDER

A. Regular meeting called to order by the Board President at _____ PM.

B. ROLL CALL

IX. EXECUTIVE SESSION (NONE)

X. OPEN TO PUBLIC

XI. APPROVE MINUTES

A. Motion by Ellen Booz and second by Rick Grablow to approve the Minutes of the Regular and Executive session meetings held on April 14, 2021.

B. ROLL CALL

Dave Parkhill - YES

Ellen Booz, Trustee – YES

Rick Grablow, Trustee – YES

Joanne Carney, Trustee– YES

Motion passed on an unanimous Roll Call vote.

XII. OLD BUSINESS (None)

XIII. BOARD OPERATIONS

A. Motion by Ellen Booz and second by Rick Grablow to approve item 1 under Board Operations.

1. Recommend approval of the following dates for the Board of Trustees meetings for 2021-2022. All meetings will begin at 5:30 PM in the MPCS Board Room (Backup BO-1):

July 14

August 11

September 8

October 13

November 10

December 8

January 12

February 9

March 9

April 13

May 11

June 8

B. ROLL CALL

Dave Parkhill - YES

Ellen Booz, Trustee – YES

Rick Grablow, Trustee – YES

Joanne Carney, Trustee– YES

Motion passed on an unanimous Roll Call vote.

XIV. FINANCE

A. Motion by Rick Grablow and second by Joanne Carney to approve items 1 through 29 under Finance.

1. Recommend approval of line item transfers for the Month of APRIL 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 April 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 not 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 April 2021. The Treasurer's Report and the Secretary's Reports are in agreement for the month of April 2021.(Backup materials L-3)

4. Recommend approval of the bills as attached in the amount of \$303,152.71

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

April 30, 2021 - \$89,270.23

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 2021. (Backup L-6)

8. To award FY2021-2022 Custodial Bid to ACB Services at the monthly contract amount of \$4,450 and hourly day porter rate of \$19, as attached and reject higher bids or bids received late. (Back-up L-7)
9. To approve Additional Tuition Reimbursement PreApprovals for Stefanie Alvarez (to be split between VPCS, MPCS, BPCS) as attached. (Back-up L-8)
10. To award Bowman and Company audit contract for FY2021 thru a non-fair and open process and to acknowledge receipt and review of our unmodified (â€œcleanâ€) external peer review report which is included as Appendix 1 of the enclosed contract. Attached is engagement letter and contract. (Back-up L-9)
11. To ratify the CERTIFICATION OF DE MINIMIS INDIRECT COST RATE of 10% as attached for USDA. (Back-up L-10)
12. To approve the proposal with Paul's Commodity Hauling for the 2021-2022 SY. (Back-up L-11)
13. To approve the contract with Salem County SPecial Services for the 2021-2022 SY. (Back-up L-12)
14. To approve the agreement with e2e Exchange for the 2021-2022 SY (Back-up L-13)
15. To approve the contract with LunchTime for the 2021-2022 SY in the amount of \$961.66. (Back-up L-14)
16. To approve the agreement with Therapy Source for the 2021-2022 SY. (Back-up L-15)
17. To approve the estimate with OMNI for the 2021-2022 SY in the amount of \$1,500.00 (Back-up L-16)
18. To approve the quote with Acadience in the amount of \$112.50 (Back-up L-17)
19. To approve the proposal with Epic Environmental for the 2020-2021 school year in the amount of \$1,194. (Back-up L-18)
20. To approve the subscription with The New York Times UPFRONT in the amount of \$164.84 (Title 1) (Back-up L-19)
21. To approve the CDK License Fees for the 2021-2022 SY. (Back-up L-20)
22. To approve the contract with the School Physician in the amount of \$1,500 for the 2021-2022 SY. (Back-up L-21)
23. To approve the memorandum concerning the Lead Agency for a Cooperative Purchasing System. (Back-up L-22)
24. To approve the contract with New Life Landscaping and Contracting in the amount of \$475. (As needed) (Back-up L-23)
25. To approve the proposal with URIE Associates for a walk-in freezer in the amount of \$24,773.00 (Back-up L-24)
26. To approve the agreement with Professional Medical Staffing. (Back-up L-25)
27. To approve stipend for staff (as listed in attachment) during summer program. Payment will be a bi-monthly stipend paid on July 15th and July 30th totaling \$2400 (\$1200 each pay in July). (Back-up L-26)
28. To approve renewing a Working capital loan financed by NJ Community Capital in the amount of \$100,000 for FY2022.
29. Recommend approval 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 in 2020-2021.

B. ROLL CALL

Dave Parkhill - YES

Ellen Booz, Trustee – YES

Rick Grablow, Trustee – YES

Joanne Carney, Trustee– YES

Motion passed on an unanimous Roll Call vote.

XV. POLICY UPDATES (None)

XVI. PERSONNEL

A. Motion by Rick Grablow and second by Joanne Carney to approve items 1 and 2 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)

B. ROLL CALL

Dave Parkhill - YES

Ellen Booz, Trustee – YES

Rick Grablow, Trustee – YES

Joanne Carney, Trustee– YES

Motion passed on an unanimous Roll Call vote.

XVII. SCHOOL OPERATIONS

A. Motion by Joanne Carney and second by Ellen Booz to accept the Principal's reports.

1. Reports as presented by Mr. Matthew Ackiewicz.

2. Recommend approval of the MEMORANDUM OF UNDERSTANDING BETWEEN THE CUMBERLAND COUNTY PROSECUTORS OFFICE & MILLVILLE PUBLIC CHARTER SCHOOL DISTRICT for participation in the Preventing School Violence Initiative. (Back-up SO-2)

3. Recommend approval of the calendar for the 2021-22 school year. (Back-up SO-3)

B. ROLL CALL

Dave Parkhill - YES

Ellen Booz, Trustee – YES

Rick Grablow, Trustee – YES

Joanne Carney, Trustee– YES

Motion passed on an unanimous Roll Call vote.

XVIII. EXECUTIVE DIRECTOR'S REPORT

A. Motion by Joanne Carney and second by Ellen Booz to accept the Executive Director's reports.

1. Report as presented by Dr. Garcia.

a. grant preparation – June 7-9

b. Frank Moore - Solan

B. ROLL CALL

Dave Parkhill - YES

Ellen Booz, Trustee – YES

Rick Grablow, Trustee – YES

Joanne Carney, Trustee– YES

Motion passed on an unanimous Roll Call vote.

XIX. ADJOURNMENT

A. Motion by Rick Grablow and second by Joann Carney to adjourn the meeting at 5:54 PM.

B. ALL IN FAVOR

Four (4) AYES

C. Next Meeting is on June 9, 2021.

Respectfully Submitted;

Christina Murphy

Business Administrator/Board Secretary