

**Millville Public Charter School
Regular Board Meeting Minutes
November 11, 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 5:31 PM
 - II. STATEMENT FOR THE BOARD OF TRUSTEES MEETING
 - A. Public Notice of this Meeting was advertised in the South Jersey Times and The Reminder on June 22, 2020
 - III. PLEDGE OF ALLEGIANCE
 - A. Led by Mr. Garcia.
 - IV. ROLL CALL
 - A. Dave Parkhill, President – PRESENT (By Phone)
Jaelyn Haas-Benner, Vice-President -PRESENT (By Phone)
Ellen Booz, Trustee- PRESENT (By Phone)
Rick Grablow, Trustee - PRESENT (By Phone)
Joanne Carney, Trustee- ABSENT
 - B. Also Present:
 - 1. CCCSN Executive Director– PRESENT (By Phone)
CCCSN Deputy Director– PRESENT (By Phone)
Christina Murphy, Business Administrator/Board Secretary– 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
Jean Parkhill, Public Member –PRESENT (By Phone)
 - V. REVIEW OF AGENDA
 - A. Questions - None
 - VI. OPEN TO PUBLIC
 - 1. The public may ask questions pertaining to agenda items only.
 - VII. ADJOURNMENT OF WORK SESSION
 - A. Motion by Jaelyn Haas-Benner and second by Ellen Booz to adjourn the work session at 5:33 PM.
 - B. ROLL CALL
 - Dave Parkhill, President – YES
 - Jaelyn Haas-Benner, Vice-President – YES
 - Ellen Booz, Trustee- PRESENT – YES
 - Rick Grablow, Trustee – PRESENT - YES

Motion passed on an unanimous Roll Call vote
- VIII. CALLED TO ORDER
 - A. Regular meeting called to order by the Board President at 5:34 PM.
 - B. ROLL CALL
 - Dave Parkhill, President – YES
 - Jaelyn Haas-Benner, Vice-President – YES
 - Ellen Booz, Trustee- PRESENT – YES
 - Rick Grablow, Trustee – PRESENT - YES

Motion passed on an unanimous Roll Call vote

IX. EXECUTIVE SESSION – None

X. OPEN TO PUBLIC - None

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

XI. APPROVE MINUTES

A. Motion by Dave Parkhill and second by Rick Grablow to approve the Minutes of the Regular and Executive session meetings held on October 7, 2020.

B. ROLL CALL

Dave Parkhill, President – YES

Jaclyn Haas-Benner, Vice-President – YES

Ellen Booz, Trustee- PRESENT – YES

Rick Grablow, Trustee – PRESENT - YES

Motion passed on an unanimous Roll Call vote

XII. OLD BUSINESS – None

XIII. FINANCE

A. Motion by Dave Parkhill and second by Jaclyn Haas-Benner to approve items 1 through 17 under Finance.

1. Recommend approval of line item transfers for the Month of October 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 October 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 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 October 2020. The Treasurer's Report and the Secretary's Reports are in agreement for the month of October 2020.(Backup materials L-3)
4. Recommend approval of the bills as attached in the amount of \$395,522.28
5. Recommend approval of the following payrolls (Backup L-5):
October 15, 2020 - \$76,755.09
October 31, 2020 - \$78,351.80
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 October 2020. (Backup L-6)
8. To approve a portion of the salary of Matthew Ackiewicz to be charge to the CCCSN Grant in the amount of \$25,000. (Back-up L-7)
9. To approve purchase of laptop computers from STS in the amount of \$14,762 to be charge to the CARES Grant and the Coronavirus Relief Fund. (Back-up L-8)
10. To approve the updated contract with Comcast to expand bandwidth at \$1,215.05 a month. (Back-up L-9)
11. To approve purchase of Chromebooks from CDW for \$31,178.19 to be charged to CARES Grant and Coronavirus Relief Fund. (Back-Up L-10)
12. Recommend approval to accept \$3,700.00 increase in Title I SIA funds for a total of \$33,400. (Back-up L-11)

13. Recommend to approve share of tuition reimbursement request for Stefanie Alvarez (shared service Food Director from Vineland Public Charter School) for \$1484.00 (Back-up L-12)
14. Request to approve the service quote for a server upgrade with Advance Computer Solutions Group in the amount of \$3,000 to be shared with VPCS and BPCS. (Back-up L-13)
15. Recommend approval for the purchase of Laptops from CDW in the amount of \$25,200.00 to be charge to the NJ Digital Divide Grant (Back-up L-14)
16. To approve Delta T as an as-needed service provider for the following rates and positions (Back-L-15)
17. To approve the estimate for snow removal on an as needed basis if equipment school equipment is non-operational (Back-up L-16)

B. ROLL CALL

Dave Parkhill, President – YES

Jaclyn Haas-Benner, Vice-President – YES

Ellen Booz, Trustee- PRESENT – YES

Rick Grablow, Trustee – PRESENT - YES

Motion passed on an unanimous Roll Call vote

XIV. POLICY UPDATES

- A. Motion by Jaclyn Haas-Benner and second by Ellen Booz to approve items POL-1 and POL-2 under Policy.

1. Recommend to approve Policy Alert #221, September 2020, for a First Reading (Back-up POL-1)
2. To approve update to school Recovery and Restart Plan, Appendix C: Critical Area of Operation #3 - Transportation, Social Distancing on Buses, Bulletpoint 4, to read "Students from the same family should sit together on the bus (maximum 3 per seat)". (Old language indicated 2 per seat) (Back-up POL-2)

B. ROLL CALL

Dave Parkhill, President – YES

Jaclyn Haas-Benner, Vice-President – YES

Ellen Booz, Trustee- PRESENT – YES

Rick Grablow, Trustee – PRESENT - YES

Motion passed on an unanimous Roll Call vote

XV. PERSONNEL

- A. Motion by Rick Grablow and second by Jaclyn Haas-Benner to approve items PER-1 through PER-3 under Personnel.

1. Request approval of the staff list and salaries for the 2020-2021 school year attached. (Back-up PER-1)
2. Recommend approval of the personnel actions as listed in the attached. (Backup PER-2)
3. Recommend approval of the FMLA leave for the attached personnel. (Backup PER-3)

B. ROLL CALL

Dave Parkhill, President – YES

Jaclyn Haas-Benner, Vice-President – YES

Ellen Booz, Trustee- PRESENT – YES

Rick Grablow, Trustee – PRESENT - YES

Motion passed on an unanimous Roll Call vote

XVI. FACILITIES - See the Executive Director's Report

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. Ackiewicz.
- B. ROLL CALL
Dave Parkhill, President – YES
Jaclyn Haas-Benner, Vice-President – YES
Ellen Booz, Trustee- PRESENT – YES
Rick Grablo, Trustee – PRESENT - YES
Motion passed on an unanimous Roll Call vote

XVIII. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by Dave Parkhill and second by Jaclyn Haas-Benner to accept the Executive Director's reports.
 1. Report as presented by CCCSN representative.
 - New ABA Hired
 - Teacher hiring for increased enrollment
 - Heat in the admin hallway
 - New State Commissioner Appointed
 - NYC closed due to COVID
 - Newark, NJ now on lockdown
 - 90% teacher retention, 94% student retention from last year

Comment from Mr. Parkhill – more teamwork and cohesion is appreciated

- B. ROLL CALL
Dave Parkhill, President – YES
Jaclyn Haas-Benner, Vice-President – YES
Ellen Booz, Trustee- PRESENT – YES
Rick Grablo, Trustee – PRESENT - YES
Motion passed on an unanimous Roll Call vote

XIX. ADJOURNMENT

- A. Motion by Jaclyn Haas-Benner and second by Rick Grablo to adjourn the meeting at 6:04 PM.
- B. ALL IN FAVOR
Voice Vote- Four (4) AYES
- C. Next Meeting December 9, 2020

Respectfully Submitted;

Christina Murphy
Business Administrator/Board Secretary