

**Millville Public Charter School  
Work Session/Regular Board Meeting Minutes  
August 12, 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 Secretary at 5:30 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 Dr. Richardson.
- IV. ROLL CALL
  - A. David Parkhill, President - ABSENT  
Jaclyn Haas-Benner, Vice President – PRESENT (By Phone)  
Ellen Booz, Trustee – PRESENT (By Phone)  
Rick Grablow, Trustee – PRESENT (By Phone)  
Jo-Ann Carney, Trustee - ABSENT
  - 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)  
Courtney Alvarez, Director of Human Resources – ABSENT
- 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 Jaclyn Haas-Benner to adjourn the Work Session at 5:31 PM.
  - B. ROLL CALL  
Jaclyn Haas-Benner – YES  
Ellen Booz - YES  
Rick Grablow – YES  
**Motion passed on a unanimous Roll Call vote.**
- VIII. CALLED TO ORDER
  - A. Regular meeting called to order by the Board Secretary at 5:31 PM.
  - B. ROLL CALL  
Jaclyn Haas-Benner – YES  
Ellen Booz - YES  
Rick Grablow – 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 Jaclyn Haas-Benner and second by Ellen Booz to approve the Minutes of the Regular meeting held on July 8, 2020. (Backup M-1)

B. ROLL CALL

Jaclyn Haas-Benner – YES

Ellen Booz - YES

Rick Grablow – YES

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

XII. OLD BUSINESS – None at this time.

XIII. FINANCE

A. Motion by Ellen Booz and second by Rick Grablow to approve items #1 through #13 under Finance.

1. Recommend approval of line item transfers for the Month of July 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 July 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 July 2020. The Treasurer's Report and the Secretary's Reports are in agreement for the month of July 2020. (Backup L-3)
4. Recommend approval of the bills list as attached (Backup L-4):  
July 1, 2020 to July 31, 2020 - \$211,347.44
5. Recommend approval of the following payrolls (Backup L-5):  
July 15, 2020 - \$20,334.98  
July 31, 2020 - \$16,815.84
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 July 2020. (Backup L-6)
8. Recommend approval to purchase computer hardware and software under OMNI/NIPA Co-Op contract #R160203. (Backup L-7)
9. Recommend approval of the quote from Committee for Children in the amount of \$6,431.63. (Backup L-8)

10. Recommend to apply and accept the Digital Divide grant in the amount of \$63,979. (Backup L-9)
11. Recommend approval of the agreement with Electronic Security Solutions (ESS) to provide alarm services at a rate of \$974.99. (Backup L-10)
12. Recommend to approve the quote provided by Great Minds PBC to provide Eureka Math professional development at a rate of \$7,500. (Backup L-11)
13. Recommend to approve the bond financing lease agreement between Friends of Millville Public Charter School and Millville Public Charter School. (Backup L-12)

B. ROLL CALL

Jaclyn Haas-Benner – YES

Ellen Booz - YES

Rick Grablow – YES

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

XIV. POLICY UPDATES

A. Motion by Rick Grablow and second by Ellen Booz to approve item #1 under Policy Updates.

1. Recommend approval of the New Jersey Policy Alert No. 220, June 2020, for a Second Reading and Adoption (Backup POL-1):
  - Policy #1649, Federal Families First Coronavirus (COVID-19) Response Act
  - Policy #2270, Religion in Schools (Revised)
  - Policy #2431.3, Heat Participation Policy for Student-Athlete Safety (Revised)
  - Policy #2622, Student Assessment (Revised)
  - Policy #5111, Eligibility of Resident/Nonresident Students (Revised)
  - Policy #5200, Attendance (Revised)
  - Policy #5320, Immunization (Revised)
  - Policy #5330.04, Administering an Opioid Antidote (Revised)

B. ROLL CALL

Jaclyn Haas-Benner – YES

Ellen Booz - YES

Rick Grablow – YES

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

XV. PERSONNEL

A. Motion by Jaclyn Haas-Benner and second by Ellen Booz to approve items #1 through #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

Jaclyn Haas-Benner – YES

Ellen Booz - YES

Rick Grablow – YES

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

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

XVII. SCHOOL OPERATIONS

- A. Motion by Rick Grablow and second by Jaclyn Haas-Benner to approve items #1 through #2 under School Operations.
1. Recommend approval of the Principal's report as presented by Mr. Ackiewicz. (SO-1)
  2. Recommend to approve the Restart and Recovery Plan to Reopen Schools. (Backup SO-2)
- B. ROLL CALL  
Jaclyn Haas-Benner – YES  
Ellen Booz - YES  
Rick Grablow – YES  
**Motion passed on a unanimous Roll Call vote.**

XVIII. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by Jaclyn Haas-Benner and second by Ellen Booz to approve item #1 under Executive Director's Report.
1. Report as presented by the CCCSN representative.
    - Governor Murphy's conference
      - School's choice to start school remotely
      - Educational plan breakdown:
        - 37 students traditional; 82 students hybrid; 81 students online
    - Updates on staffing
- B. ROLL CALL  
Jaclyn Haas-Benner – YES  
Ellen Booz - YES  
Rick Grablow – YES  
**Motion passed on a unanimous Roll Call vote.**

XIX. ADJOURNMENT

- A. Motion by Ellen Booz and second by Rick Grablow to adjourn the meeting at 5:59 PM.
- B. ALL IN FAVOR  
**Voice Vote – Three (3) AYES**
- C. Next Meeting September 9, 2020

Respectfully Submitted,



Dr. Shay Richardson  
Business Administrator/Board Secretary