

**Millville Public Charter School  
Regular Board Meeting  
January 22, 2024**

**Convenes at 5:25 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 and the Reminder on June 1, 2023.

III. PLEDGE OF ALLEGIANCE

A. Led by Mr. Dennis Zakroff

IV. ROLL CALL

A. Dave Parkhill, President- Absent  
Ellen Booz, Trustee- Absent  
Clarence Gunter, Trustee- Present  
Lakeysha Williams, Trustee- Present  
Jasmine Vargas, Trustee -Present

B. Also Present:

1. Matthew Ackiewicz, Superintendent -Present  
CCCSN Executive Director- Present  
CCCSN Deputy Director- Present  
Dennis Zakroff, Board Secretary/Business Administrator- Present  
Christina Murphy, Treasurer -Present  
Jennifer Hagan, HR Coordinator- Present  
Thomas Ludwig, Principal -Present  
Dr. Thomas Santone, Assistant Principal- Present

V. REVIEW OF AGENDA

A. Questions

VI. OPEN TO PUBLIC

1. The public may ask questions pertaining to agenda items only.  
No Public

VII. APPROVE MINUTES

A. Motion by Mr. Clarence Gunter and second by Ms. Lakeysha Williams to approve the Minutes of the Regular meeting held on December 18, 2023.

B. ROLL CALL

Mr. Clarence Gunter- Yes  
Ms. Lakeysha Williams- Yes  
Ms. Jasmine Vargas- Yes

All were in favor and the motion carried

VIII. OLD BUSINESS

IX. FINANCE

- A. Motion by Mr. Clarence Gunter and second by Ms. Lakeysha Williams to approve items 1 through 10 under Finance.
1. Recommend approval of line item transfers for the Month of December 2023. (Backup L-1)
  2. Recommend the approval of the Board Secretary's Reports in December. 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 December 2023. The Treasurer's Report and the Secretary's Reports are in agreement for the month of December 2023. (Backup L-3)
  4. Recommend approval of the bills as attached in the amount of \$526,796.97 (Back-up L-4)
  5. Recommend approval of the following payrolls (Backup L-5):  
December 15, 2023 - \$174,894.16  
December 31, 2023 - \$139,605.42
  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 December 2023. (Back-up L-6)
  8. Recommend to approve the Budget Summary, Cash Flow and Budget Narrative for the 2023-2024 School year. (Back-up L-7)
  9. Recommend to approve the proposal with ESS in the amount of \$2,875 for the Fire Alarm Expansion Board Replacement. (Back-up L-8)
  10. Recommend to approve the invoice with NJ Association of School Administrators in the amount of \$1,750. (Back-up L-9)
- B. ROLL CALL  
Mr. Clarence Gunter- Yes  
Ms. Lakeysha Williams- Yes  
Ms. Jasmine Vargas- Yes

All were in favor and the motion carried

X. POLICY UPDATES (None)

XI. PERSONNEL

- A. Motion by Ms. Lakeysha Williams and second by Mr. Clarence Gunter to approve items 1 through 3 under Personnel.
1. Recommend approval of the staff list and salaries for the 2023-2024 school year as attached. (Backup PER-1)
  2. Recommend approval of the personnel actions as listed in the attached. (Backup PER-2)
  3. Recommend approval of employee's request for extended leave. (Back-up PER-3)
- B. ROLL CALL  
Mr. Clarence Gunter- Yes  
Ms. Lakeysha Williams- Yes  
Ms. Jasmine Vargas- Yes

All were in favor and the motion carried

XII. FACILITIES (NONE)

### XIII. SCHOOL OPERATIONS

- A. Motion by Mr. Clarence Gunter and second by Ms. Lakeysha Williams to accept the Principal's reports.
  - 1. Reports as presented by Mr. Thomas Ludwig or Dr. Thomas Santone
- B. ROLL CALL
  - Mr. Clarence Gunter- Yes
  - Ms. Lakeysha Williams- Yes
  - Ms. Jasmine Vargas- Yes

All were in favor and the motion carried

### XIV. SUPERINTENDENTS REPORT

- A. Motion by Mr. Clarence Gunter and second by Ms. Lakeysha Williams to accept the Superintendent's reports.
  - 1. Reports as presented by Mr. Matthew Ackiewicz (S-1).
    - Mr. Ackiewicz proposed Resolution # 2024-1111 to reduce the number of school days from 195 to 188 days. Stating data support high absenteeism in the last week of August and the last week in June.
    - Announced Mr. Joseph Keyek will be attending the board meeting going forward and will be providing facilities updates.
    - Staff is working on plans for next school year and looking at upgrades to the building
    - Looking at having summer enrichment program again.
- B. ROLL CALL
  - Mr. Clarence Gunter- Yes
  - Ms. Lakeysha Williams- Yes
  - Ms. Jasmine Vargas- Yes

All were in favor and the motion carried

### XV. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by Ms. Lakeysha Williams and second by Mr. Clarence Gunter to accept the Executive Director's reports.
  - 1. Report as presented by Dr. Garcia.
    - Dr. Garcia reported the results of the Educational Service Provider Evaluation Form with Millville scoring 122/140 exceeding standards.
    - She also reported on the new law passed allowing charter schools to receive facilities funding.
- B. ROLL CALL
  - Mr. Clarence Gunter- Yes
  - Ms. Lakeysha Williams- Yes
  - Ms. Jasmine Vargas- Yes

All were in favor and the motion carried

### XVI. ADJOURNMENT

- A. Motion by Mr. Clarence Gunter and second by Ms. Lakeysha Williams to adjourn the meeting at 6:02 PM.
- B. Next Meeting is on February 26, 2024.
- C. ROLL CALL
  - Mr. Clarence Gunter- Yes

Ms. Lakeysha Williams- Yes  
Ms. Jasmine Vargas- Yes

All were in favor and the motion carried

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator