

**Millville Public Charter School  
Regular Board Meeting  
July 17, 2023**

**Convenes 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 President 5:16 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 29, 2023.
- III. PLEDGE OF ALLEGIANCE
  - A. Led by Mr. Dennis Zakroff
- IV. ROLL CALL
  - A. Dave Parkhill, President- Present  
Ellen Booz, Trustee- Present  
Elizabeth Anekwe, Trustee- Absent  
Clarence Gunter, Trustee- Present  
Lakeysha Williams, 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  
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.
- VII. ADJOURNMENT OF WORK SESSION
  - A. Motion by Mr. Dave Parkhill and second by Ms. Ellen Booz to adjourn the work session at 5:23 PM.
  - B. ROLL CALL  
Mr. Dave Parkhill -Yes  
Ms. Ellen Booz – Yes  
Mr. Clarence Gunter- Yes  
Ms. Lakeysha Williams- Yes

All were in favor and the motion carried
- VIII. CALLED TO ORDER
  - A. Regular meeting called to order by the Board President at 5:25 PM.
  - B. ROLL CALL  
Mr. Dave Parkhill -Yes  
Ms. Ellen Booz – Yes  
Mr. Clarence Gunter- Yes  
Ms. Lakeysha Williams- Yes

All were in favor and the motion carried

IX. APPROVE MINUTES

- A. Motion by Ms. Ellen Booz and second by Mr. Clarence Gunter to approve the Minutes of the Regular session meeting held on June 22, 2023.
- B. ROLL CALL
  - Mr. Dave Parkhill -Yes
  - Ms. Ellen Booz – Yes
  - Mr. Clarence Gunter- Yes
  - Ms. Lakeysha Williams- Yes

All were in favor and the motion carried

X. OLD BUSINESS

XI. FINANCE

- A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to approve items 1 through 12 under Finance.
  - 1. Recommend to approve the Check Register for June 2023. (Backup L-1)
  - 2. Recommend to approve the invoice with New Jersey Charter Schools Association in the amount of \$5,500 for the 2023-2024 school year. (Back-up L-2)
  - 3. Recommend to approve the invoice with Smore in the amount of \$999.00 for the 2023-2024 school year. (Back-up L-3)
  - 4. Recommend to approve the invoice with College Board for the 2023-2024 school year in the amount of \$2,668. (Back-up L-4)
  - 5. Recommend to approve the Memorandum of Agreement with Complete Care for the 2023-2024 school year. (Back-up L-5)
  - 6. Recommend to approve the invoice with IXL Learning for the 2023-2024 school year in the amount of \$9,175. (Back-up L-6)
  - 7. Recommend to approve enrollment into New Jersey School Buildings Grounds Association in the amount of \$435. (Back-up L-7)
  - 8. Recommend to approve the usage of a Giordano dumpster in the amount of \$250. per haul for the recycling of metal. (Back-up L-8)
  - 9. Recommend to approve annual renewal of CM3 Services for the 2023-2024 school year in the amount of \$41,872. (Back-up L-9)
  - 10. Recommend to approve the proposal with CM3 in the amount of \$4883 to fix the air conditioner in the lobby. (Back-up L-10).
  - 11. Recommend to approve the proposal with Commercial Interiors Direct INC in the amount of \$4,485. (Back-up L-11)
  - 12. Recommend to approve IDEA Grant Basic in the amount of \$62,189 and Preschool in the amount of \$1908. (Back-up L-12)
- B. ROLL CALL
  - Mr. Dave Parkhill -Yes
  - Ms. Ellen Booz – Yes
  - Mr. Clarence Gunter- Yes
  - Ms. Lakeysha Williams- Yes

All were in favor and the motion carried

XII. POLICY UPDATES (NONE)

XIII. PERSONNEL

- A. Motion by Mr. Dave Parkhill and second by Ms. Ellen Booz to approve items 1 and 2 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)
- B. ROLL CALL
  - Mr. Dave Parkhill -Yes
  - Ms. Ellen Booz – Yes
  - Mr. Clarence Gunter- Yes
  - Ms. Lakeysha Williams- Yes

All were in favor and the motion carried

XIV. FACILITIES (NONE)

XV. 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 Mr. Thomas Santone.
  - 2. Nursing Services Plan (Back-up SO-2)
- B. ROLL CALL
  - Mr. Dave Parkhill -Yes
  - Ms. Ellen Booz – Yes
  - Mr. Clarence Gunter- Yes
  - Ms. Lakeysha Williams- Yes

All were in favor and the motion carried

XVI. SUPERINTENDENT'S REPORT

- A. Motion by Mr. Dave Parkhill and second by Ms. Ellen Booz to accept the Superintendent's reports.
  - 1. Reports as presented by Mr. Matthew Ackiewicz.
    - 5 Students who left in October looking to come back
    - STEAM Lab construction almost complete
    - Sensory path created
    - New space for Interventionalist and Special Education
    - New curtains to be installed in the auditorium stage
    - Student pictures to be hung up
    - Outdoor garden and classroom almost completed
    - Working on updating family handbook and code of conduct
    - Painting be done with access wall in each classroom
- B. ROLL CALL
  - Mr. Dave Parkhill -Yes
  - Ms. Ellen Booz – Yes
  - Mr. Clarence Gunter- Yes
  - Ms. Lakeysha Williams- Yes

All were in favor and the motion carried

XVII. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by Mr. Clarence Gunter and second by Mr. Dave Parkhill to accept the Executive Director's reports.
  - 1. Report as presented by Mrs. Garcia.
    - Letter received about the Cannabis manufacturing facility being built across the street
    - It is only manufacturing not selling.
    - CCCSN Federal Grant end 9/30/2023
    - CAP for the grant
    - Board training needs to be updated

- B. ROLL CALL
  - Mr. Dave Parkhill -Yes
  - Ms. Ellen Booz – Yes
  - Mr. Clarence Gunter- Yes
  - Ms. Lakeysha Williams- Yes

All were in favor and the motion carried

#### XVIII. ADJOURNMENT

- A. Motion by Mr. Dave Parkhill and second by Ms. Lakeysha Williams to adjourn the meeting at 5:50 PM.
- B. ROLL CALL
  - Mr. Dave Parkhill -Yes
  - Ms. Ellen Booz – Yes
  - Mr. Clarence Gunter- Yes
  - Ms. Lakeysha Williams- Yes

All were in favor and the motion carried

- C. Next Meeting is on August 21, 2023.

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator