

**Millville Public Charter School
Regular Board Meeting Minutes
May 12, 2025**

Convenes at 5:15 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 5:15 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 24, 2024.

III. PLEDGE OF ALLEGIANCE

A. Led by Mr. Thomas Ludwig

IV. ROLL CALL

A. Dave Parkhill, President- Present
Clarence Gunter, Vice President- Present
Ellen Booz, Trustee-Absent
Lakeysha Williams, Trustee-Absent
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
Joseph Keyek, Facilities Manager- Present
Jennifer Hagan, HR Coordinator- Present
Thomas Ludwig, Principal -Present
Dr. Thomas Santone, Assistant Principal- Absent
Shina Howerton, Assistant Principal - Present

V. REVIEW OF AGENDA

A. Questions No questions

VI. OPEN TO PUBLIC

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

VII. APPROVE MINUTES

A. Motion by Mr. Dave Parkhill and second by Ms. Jasmine Vargas to approve the Minutes of the Regular and Executive session held on April 28, 2025.

B. ROLL CALL

Mr. Dave Parkhill – Yes
Mr. Clarence Gunter- 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 Mr. Dave Parkhill to approve items 1. through 17. under Finance.
1. Recommend approval of line item transfers for the Month of April 2025. (Backup L-1)
 2. Recommend the approval of the Board Secretary's Reports in April. 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 April 2025. The Treasurer's Report and the Secretary's Reports are in agreement for the month of April 2025. (Backup L-3)
 4. Recommend approval of the April 2025 bills as attached in the amount of \$518,638.03 (Back-up L-4)
 5. Recommend approval of the following payrolls (Backup L-5):
April 15, 2025 - \$168,246.71
April 30, 2025 - \$156,563.49
 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 2025. (Back-up L-6)
 8. Recommend to approve the quote from 2gnoMe in the amount of \$6,500. This is to replace Marzano teacher observation tool with the Danielson teacher observation tool. (Back-up L-7)
 9. Recommend to approve the quote from Oncourse, the student information system for the 2025-2026 school year in the amount of \$13,585.85. (Back-up L-8)
 10. Recommend to approve the quote from Harring Fire Protection in the amount of \$2,745.00 for the Annual Sprinkler Inspection for 2025-2026 school year. (Back-up L-9)
 11. Recommend to approve the quote from Harring Fire Protection in the amount of \$210.00 for annual fire extinguishers inspection for the 2025-2026 school year. (Back-up L-10)
 12. Recommend to approve the quote from Magic School in the amount of \$5,999.00 for the 2025-2026 school year for AI assisted learning. (Back-up L-11)
 13. Recommend to approve of homebound instruction with Brookfield Schools for student K. P. (Back-up L- 12)
 14. Recommend to approve tuition assistance request from Mr. Ackiewicz for his doctoral program. (Back-up L -13).
 15. Recommend to approve the affirmative action team. (Back- up L-14).
 16. Recommend to approve the quote from PowerSchool in the amount of \$1,587.99 for the 2025-2026 school year for school messenger services. (Back-up L-15)
 17. Recommend to approve the rental of the school auditorium on June 7th, 2025 for 1 hour to the Girls Scout troop.
- B. ROLL CALL
Mr. Dave Parkhill – Yes
Mr. Clarence Gunter- Yes
Ms. Jasmine Vargas- Yes

All were in favor and the motion carried

X. POLICY UPDATES

XI. PERSONNEL

- A. Motion by Mr. Clarence Gunter and second by Ms. Jasmine Vargas to approve items 1 and 2 under Personnel.
 - 1. Recommend approval of the staff list and salaries for the 2024-2025 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
 - Mr. Clarence Gunter- Yes
 - Ms. Jasmine Vargas- Yes

All were in favor and the motion carried

XII. FACILITIES

- A. Motion by Ms. Jasmine Vargas and second by Mr. Clarence Gunter to approve item 1 under Facilities.
 - 1. Reports as presented by Mr. Joseph Keyek.
- B. ROLL CALL
 - Mr. Dave Parkhill – Yes
 - Mr. Clarence Gunter- Yes
 - Ms. Jasmine Vargas- Yes

All were in favor and the motion carried

XIII. SCHOOL OPERATIONS

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

All were in favor and the motion carried

XIV. SUPERINTENDENTS REPORT

- A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to accept the Superintendent's reports.
 - 1. Reports as presented by Mr. Matthew Ackiewicz
 - Mr. Ackiewicz spoke about the ongoing work to complete Comprehensive Equity Plan. He asked the VPCS principal to attend a Superintendents County Meeting.
 - He spoke about the Restorative Practice Circle- discussed about Discipline without connection create chaos. Also, a Grant with the Prosecutors office for Youth Tips
- B. ROLL CALL
 - Mr. Dave Parkhill – Yes
 - Mr. Clarence Gunter- Yes

Ms. Jasmine Vargas- Yes

All were in favor and the motion carried

XV. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by Mr. Dave Parkhill and second by Ms. Jasmine Vargas to accept the Executive Director's reports.

- 1. Report as presented by Dr. Garcia.

Working is still going on with the refinancing of the school into a bond.

Contract for Mr. Ackiewicz, with regards to the tuition reimbursement.

- B. ROLL CALL

Mr. Dave Parkhill – Yes

Mr. Clarence Gunter- Yes

Ms. Jasmine Vargas- Yes

All were in favor and the motion carried

XVI. ADJOURNMENT

- A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to adjourn the meeting at 5:44 PM.

- B. ROLL CALL

Mr. Dave Parkhill – Yes

Mr. Clarence Gunter- Yes

Ms. Jasmine Vargas- Yes

All were in favor and the motion carried

- C. Next meeting is on June 16, 2025

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator