

**Millville Public Charter School
Regular Board Meeting
November 9, 2022**

Convenes 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 5:44 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 1,2022.
- III. PLEDGE OF ALLEGIANCE
 - A. Led by Mr. Dave Parkhill
- IV. ROLL CALL
 - A. Dave Parkhill, President - Present
Ellen Booz, Vice President- Present
Elizabeth Anekwe, Trustee- Absent
Clarence Gunter, Trustee- Present
Lakeysha Williams, Trustee -Absent
 - B. Also Present:
 - 1. Matthew Ackiewicz, Principal / CEO - Present
CCCSN Executive Director -Present
CCCSN Deputy Director - Absent
Dennis Zakroff, Board Secretary/Business Administrator- Present
Christina Murphy, Treasurer -Present
Thomas Ludwig, Assistant Principal -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 Mr. Dave Parkhill and second by Ms. Ellen Booz to adjourn the work session at 5:45 PM.
 - B. ROLL CALL
 - Mr. Dave Parkhill – Yes
 - Ms. Ellen Booz – Yes
 - Mr. Clarence Gunter- Yes

All are in favor and the motion carried
- VIII. CALLED TO ORDER
 - A. Regular meeting called to order by the Board President at 5:46PM.
 - B. ROLL CALL
 - Mr. Dave Parkhill – Yes
 - Ms. Ellen Booz – Yes
 - Mr. Clarence Gunter- Yes

All are in favor and the motion carried

IX. EXECUTIVE SESSION None

X. OPEN TO PUBLIC

XI. APPROVE MINUTES

A. Motion by Ms. Ellen Booz and second by Mr. Clarence Gunter to approve the Minutes of the Regular meeting held on October 12, 2022.

B. ROLL CALL

Mr. Dave Parkhill – Yes

Ms. Ellen Booz – Yes

Mr. Clarence Gunter- Yes

All are in favor and the motion carried

XII. OLD BUSINESS

XIII. FINANCE

A. Motion by Mr. Dave Parkhill and second by Ms. Ellen Booz to approve items 1 through 15 under Finance.

1. Recommend approval of line-item transfers for the Month of October 2022. (Backup L-1)
2. Recommend the approval of the Board Secretary's Reports in October. 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 October 2022. The Treasurer's Report and the Secretary's Reports are in agreement for the month of October 2022. (Backup L-3)
4. Recommend approval of the October bills as attached in the amount of \$445,360.41 (Back-up L-4)
5. Recommend approval of the following payrolls (Backup L-5):
October 15, 2022 - \$111,394.53
October 31, 2022 - \$111,707.11
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 2022. (Back-up L-6)
8. Recommend to approve the terms of engagement with Bowman and Company Section 125 Cafeteria Plan. (Back-up L-7)
9. Recommend to approve the proposal with Inspired Instruction in the amount of \$9,750 for Professional Development. (Back-up L-8)
10. Recommend to approve the invoice with inTEAM Associates in the amount of \$1,445 for food service lunch menus and planning. (Back-up L-9)
11. Recommend to approve the Service Agreement with Waste Management in the amount of \$652.35/monthly (Back-up L-10)
12. Recommend to approve Rob Harris contract hours to be amended from 25 hours weekly to 28 hours weekly. (Back-up L-11)
13. Recommend to approve the estimate with KRISE Electrical Contractor LLC in the amount of \$1,516.75 (Back-up L-12)

14. Recommend to approve the proposal with CM3 in the amount of \$1,511.20 (Back-up L-13)

15. Recommend to approve the amendment of the 403(b) Retirement Plan (Back-up L-14)

B. ROLL CALL

Mr. Dave Parkhill – Yes

Ms. Ellen Booz – Yes

Mr. Clarence Gunter- Yes

All are in favor and the motion carried

XIV. POLICY UPDATES (NONE)

XV. PERSONNEL

A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to approve items 1 through 2 under Personnel.

1. Recommend approval of the staff list and salaries for the 2022-2023 school year as attached. (Back-up PER-1)

2. Recommend approval of the personnel actions as listed in the attached. (Back-up PER-2)

B. ROLL CALL

Mr. Dave Parkhill – Yes

Ms. Ellen Booz – Yes

Mr. Clarence Gunter- Yes

All are in favor and the motion carried

XVI. FACILITIES

XVII. SCHOOL OPERATIONS

A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to accept the Principal's reports.

1. Reports as presented by Mr. Matthew Ackiewicz (Back-up SO-1)

B. ROLL CALL

Mr. Dave Parkhill – Yes

Ms. Ellen Booz – Yes

Mr. Clarence Gunter- Yes

All are in favor and the motion carried

XVIII. EXECUTIVE DIRECTOR'S REPORT

A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to accept the Executive Director's reports.

1. Report as presented by Mr. Ackiewicz.

2. Reporting on the School demographics (Back-up E-1)

The State Charter Office came in October for a visit.

The result of the visit is the removal of the Probationary Status immediately.

Will be looking to refinance the school in the new year, now that it is off probation.

B. ROLL CALL

Mr. Dave Parkhill – Yes

Ms. Ellen Booz – Yes

Mr. Clarence Gunter- Yes

All are in favor and the motion carried

XIX. ADJOURNMENT

A. Motion by Mr. Dave Parkhill and second by Ms. Ellen Booz to adjourn the meeting at 6:06 PM.

B. ROLL CALL

Mr. Dave Parkhill – Yes

Ms. Ellen Booz – Yes

Mr. Clarence Gunter- Yes

All are in favor and the motion carried

C. Next Meeting is on December 14, 2022

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator