

**Millville Public Charter School
Work Session/Regular Board Meeting Minutes
May 13, 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 President at 5:28 PM.
- II. STATEMENT FOR THE BOARD OF TRUSTEES MEETING
 - A. Public Notice of this Meeting was advertised in the South Jersey Times on June 24, 2019.
- III. PLEDGE OF ALLEGIANCE
 - A. Led by Dr. Garcia.
- IV. ROLL CALL
 - A. David Parkhill, President – PRESENT (By Phone)
Jaclyn Haas-Benner, Vice President – PRESENT (By Phone)
Dr. Valerie James-Kemp, Trustee – PRESENT (By Phone)
Ellen Booz, Trustee – PRESENT (By Phone)
Rick Grablow, Trustee – PRESENT (By Phone)
 - 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)
Lisa Zuniga, Director of Human Resources – PRESENT (By Phone)
- 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 Jaclyn Haas-Benner and second by Ellen Booz to adjourn the Work Session at 5:30 PM.
 - B. ROLL CALL
David Parkhill – YES
Jaclyn Haas-Benner – YES
Dr. Valerie James-Kemp – 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 President at 5:31 PM.
 - B. ROLL CALL
David Parkhill – YES

Jaclyn Haas-Benner – YES
Dr. Valerie James-Kemp – YES
Ellen Booz – YES
Rick Grablow – YES

Motion passed on a unanimous Roll Call vote.

IX. EXECUTIVE SESSION

A. Motion by Jaclyn Haas-Benner and second by Ellen Booz to enter into Executive session at 5:32 to discuss personnel matters.

B. ROLL CALL

David Parkhill – YES
Jaclyn Haas-Benner – YES
Dr. Valerie James-Kemp – YES
Ellen Booz – YES
Rick Grablow – YES

Motion passed on a unanimous Roll Call vote.

C. Motion by David Parkhill and second by Jaclyn Haas-Benner to return to Regular session at 5:35 PM.

D. ROLL CALL

David Parkhill – YES
Jaclyn Haas-Benner – YES
Dr. Valerie James-Kemp – YES
Ellen Booz – YES
Rick Grablow – YES

Motion passed on a unanimous Roll Call vote.

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 and Executive session meetings held on April 8, 2020. (Backup M-1)

B. ROLL CALL

David Parkhill – YES
Jaclyn Haas-Benner – YES
Dr. Valerie James-Kemp – YES (Abstained on all items related to CCCSN)
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 David Parkhill and second by Jaclyn Haas-Benner to approve items #1 through #12 under Finance.

1. Recommend approval of line item transfers for the Month of April 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 April 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 April 2020. The Treasurer's Report and the Secretary's Reports are in agreement for the month of April 2020. (Backup L-3)
4. Recommend approval of the bills list as attached (Backup L-4):
April 1, 2020 to April 30, 2020 - \$310,451.12
5. Recommend approval of the following payrolls (Backup L-5):
April 15, 2020 - \$64,452.88
April 30, 2020 - \$60,779.56
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 approval of the expense reclassification report for April 2020. (Backup L-6)
8. Recommend to approve the tuition reimbursement request of Joe Zlotek, Dean of Academic Affairs, in the amount of \$4,050 for the Summer 2019 semester at Rowan University. (Backup L-7)
9. Recommend approval to renew Millville Public Charter School's agreements to consolidate the school nutrition programs and act as the managing entity for food services for Vineland Public Charter School and Bridgeton Public Charter School in 2020-2021.
10. Recommend approval to renew the Vision Service Plan for the period September 1, 2020 through August 31, 2022 with Allen Associates. (Backup L-8)
11. Recommend approval to renew health benefits through Cumberland County Charter School Network at a decrease of 3.85% for the 2020-2021 contract year. (Backup L-9)
12. Recommend approval to reject the custodial bids listed (Bid No. 01-20/21), as per N.J.S.A 40A:11-13.2(a), which states, "The lowest bid substantially exceeds the cost estimates for the goods or services". (Backup L-10)

B. ROLL CALL

David Parkhill – YES

Jaclyn Haas-Benner – YES

Dr. Valerie James-Kemp – YES (Abstained on #4 on all items related to CCCSN)

Ellen Booz – YES

Rick Grablow – YES

Motion passed on a unanimous Roll Call vote.

XIV. POLICY UPDATES - None at this time.

XV. PERSONNEL

- A. Motion by Rick Grablow and second by Jaclyn Haas-Benner to approve items #1 through #3 under Personnel.
1. Recommend approval of the staff list and salaries for the 2019-20 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 to renew staff for the 2020-2021 school year as listed in the attached. (Backup PER-3)
- B. ROLL CALL
David Parkhill – YES
Jaclyn Haas-Benner – YES
Dr. Valerie James-Kemp – 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 David Parkhill and second by Ellen Booz to approve item #1 through #2 under School Operations.
1. Recommend approval of the Principal's report as presented by Mr. Ackiewicz. (Backup SO-1)
 2. Recommend to approve the revised School Closure Illness Preparedness and Response Plan for COVID-19 (Novel Coronavirus). (Backup SO-2)
- B. ROLL CALL
David Parkhill – YES
Jaclyn Haas-Benner – YES
Dr. Valerie James-Kemp – YES
Ellen Booz – YES
Rick Grablow – YES
- Motion passed on a unanimous Roll Call vote.**

XVIII. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by Rick Grablow and second by David Parkhill to approve item #1 under Executive Director's Report.
1. Report as presented by the CCCSN representative.
 - CARES Act Funding
 - September-December instructional needs
 - Technology purchases
 - Refinancing MPCS
 - Remediation plan submitted
- B. ROLL CALL
David Parkhill – YES
Jaclyn Haas-Benner – YES
Dr. Valerie James-Kemp – YES

Ellen Booz – YES

Rick Grablow – YES

Motion passed on a unanimous Roll Call vote.

XIX. ADJOURNMENT

- A. Motion by David Parkhill and second by Ellen Booz to adjourn the meeting at 5:55 PM.
- B. ALL IN FAVOR
Voice Vote – Five (5) AYES
- C. Next Meeting June 10, 2020

Respectfully Submitted,



Dr. Shay Richardson
Business Administrator/Board Secretary

Millville Public Charter School Board of Trustees Meeting Executive Session – Wednesday, May 13, 2020, convened at 5:28 PM at the Millville Public Charter School, 1101 Wheaton Avenue, Millville, NJ 08332.

I. Executive Session

Motion by Jaclyn Haas-Benner and second by Ellen Booz to enter into Executive Session at 5:32 PM to discuss Personnel matters.

ROLL CALL

David Parkhill – YES

Jaclyn Haas-Benner – YES

Dr. Valerie James-Kemp – YES

Ellen Booz – YES

Rick Grablow – YES

Motion passed on a unanimous Roll Call vote.

II. Discussion

- Concerning staff renewal for the 2020-2021 school year.
- R.D. was the only teacher not recommended for renewal.

III. Return to Open Session

Motion David Parkhill and second by Jaclyn Haas-Benner to return to Regular Session at 5:35 PM.

ROLL CALL

David Parkhill – YES

Jaclyn Haas-Benner – YES

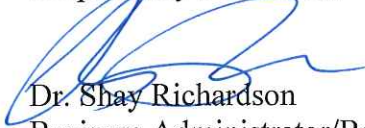
Dr. Valerie James-Kemp – YES

Ellen Booz – YES

Rick Grablow – YES

Motion passed on a unanimous Roll Call vote.

Respectfully Submitted,



Dr. Shay Richardson
Business Administrator/Board Secretary