

**Millville Public Charter School
Regular Board Meeting
February 26, 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 President 5:27 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- Present
Ellen Booz, Trustee- Present
Clarence Gunter, Trustee- Present
Lakeysha Williams, Trustee- Absent
Jasmine Vargas, Trustee -Absent

B. Also Present:

1. Matthew Ackiewicz, Superintendent - Present
CCCSN Executive Director- Absent
CCCSN Deputy Director- Absent
Dennis Zakroff, Board Secretary/Business Administrator- Present
Christina Murphy, Treasurer - Present
Jennifer Hagan, HR Coordinator- Present
Joseph Keyek, Facilities Manager- 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.

VII. APPROVE MINUTES

A. Motion by Ms. Ellen Booz and second by Mr. Clarence Gunter to approve the Minutes of the Regular meeting held on January 22, 2024.

B. ROLL CALL

Mr. Dave Parkhill -Yes
Ms. Ellen Booz – Yes
Mr. Clarence Gunter – Yes

All were in favor and the motion carried

VIII. OLD BUSINESS

IX. FINANCE

- A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to approve items 1 through 19 under Finance.
1. Recommend approval of line item transfers for the Month of January 2024. (Backup L-1)
 2. Recommend the approval of the Board Secretary's Reports in January. 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 January 2024. The Treasurer's Report and the Secretary's Reports are in agreement for the month of January 2024. (Backup L-3)
 4. Recommend approval of the bills as attached in the amount of \$532,108.80 (Back-up L-4)
 5. Recommend approval of the following payrolls (Backup L-5):
January 15, 2024 - \$132,668.14
January 31, 2024 - \$142,085.39
 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 January 2024. (Back-up L-6)
 8. Recommend to approve the contract with Ricoh for the new teacher's copier in the amount of \$374.43(monthly) (Back-up L-7)
 9. Recommend to approve the quote with Aubrey Construction in the amount of \$2,600. (Back-up L-8)
 10. Recommend to approve the quote with Aubrey Construction in the amount of \$20,150. (Back-up L-9)
 11. Recommend to approve the quote with STS Education in the amount of \$6,605.02. (Back-up L-10)
 12. Recommend to approve the Memorandum for SEMI Wavier request. (Back-up L-11)
 13. Recommend to approve the invoice with Walnut Street Theatre in the amount of \$100.00(Back-up L-12)
 14. Recommend to approve the quote with Revo America in the amount of \$3,715. (Back-up L-14)
 15. Recommend to approve the training for Christine Howell (Handle with Care) in the amount of \$525. (Back-up L-14)
 16. Recommend to approve the agreement with Ocean First Bank for Positive Payment services. (Back-up L-15)
 17. Recommend to accept and approve the Audit Report for the 2022-2023 School (See Attached)
 18. Recommend to accept and approve the Audit Summary Report for the 2022-2023 School year (See attached)
 19. Recommend to accept and approve the Corrective Action Plan from the Audit findings for the 2022-2023 for the Food Service Account. (Back-up L-16)
- B. ROLL CALL
Mr. Dave Parkhill -Yes
Ms. Ellen Booz – Yes
Mr. Clarence Gunter – Yes

All were in favor and the motion carried

X. POLICY UPDATES

A. Motion by Mr. Dave Parkhill and second by Ms. Ellen Booz to approve item 1 under Policy.

1. First Reading of Policy Alert #232

P 1140 Educational Equity Policies/Affirmative Action (M) (Revised)

P 1523 Comprehensive Equity Plan (M) (Revised)

P 1530 Equal Employment Opportunities (M) (Revised)

R 1530 Equal Employment Opportunity Complaint Procedure (M) (Revised)

P 1550 Equal Employment/Anti-Discrimination Practices (M) (Revised)

R 2200 Curriculum Content (M) (Revised)

P 2260 Equity in School and Classroom Practices (M) (Revised)

R 2260 Equity in School and Classroom Practices Complaint Procedure (M) (Revised)

P 2411 Guidance Counseling (M) (Revised)

P 3211 Code of Ethics (Revised)

R 5440 Honoring Student Achievement (Revised)

P 5570 Sportsmanship (Revised)

P 5750 Equitable Educational Opportunity (M) (Revised)

P 5755 Equity in Educational Programs and Services (M) (Abolished)

P 5841 Secret Societies (Revised)

P 5842 Equal Access of Student Organizations (Revised)

P & R 7610 Vandalism (Revised)

P 9323 Notification of Juvenile Offender Case Disposition (Revised)

B. ROLL CALL

Mr. Dave Parkhill -Yes

Ms. Ellen Booz – Yes

Mr. Clarence Gunter – Yes

All were in favor and the motion carried

XI. PERSONNEL

A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter 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

All were in favor and the motion carried

XII. FACILITIES

XIII. SCHOOL OPERATIONS

A. Motion by
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
Ms. Ellen Booz – Yes
Mr. Clarence Gunter – Yes

All were in favor and the motion carried

XIV. SUPERINTENDENTS REPORT

A. Motion by Mr. Clarence Gunter and second by Ms. Ellen Booz to accept the Superintendent's reports.

1. Reports as presented by Mr. Matthew Ackiewicz (S-1).
Wished Mr. Dave Parkhill, a Happy Birthday.

B. ROLL CALL

Mr. Dave Parkhill -Yes
Ms. Ellen Booz – Yes
Mr. Clarence Gunter – Yes

All were in favor and the motion carried

XV. ADJOURNMENT

A. Next Meeting is on March 18, 2024.

B. Motion by Mr. Clarence Gunter and second by Mr. Dave Parkhill to adjourn the meeting at 5:55 PM.

C. ROLL CALL

Mr. Dave Parkhill -Yes
Ms. Ellen Booz – Yes
Mr. Clarence Gunter – Yes

All were in favor and the motion carried

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator