

**Millville Public Charter School
Regular Board Meeting
April 19, 2023**

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 at 5:30 PM
- II. STATEMENT FOR THE BOARD OF TRUSTEES MEETING
 - A. Public Notice of this Meeting was advertised in the South Jersey Times and The Reminder on June 1, 2022.
- III. PLEDGE OF ALLEGIANCE
 - A. Led by Mr. Thomas Ludwig
- IV. ROLL CALL
 - A. Dave Parkhill, President- Present
Ellen Booz, Trustee- 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- Absent
CCCSN Deputy Director- Absent
Dennis Zakroff, Board Secretary/Business Administrator -Present
Christina Murphy, Treasurer -Present
Thomas Ludwig, Assistant Principal- Present
- V. REVIEW OF AGENDA
 - A. Questions
- VI. OPEN TO PUBLIC No 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 Mr. Clarence Gunter to adjourn the work session at 5:32 PM.
 - B. ROLL CALL
Mr. Dave Parkhill – Yes
Ms. Ellen Booz – Yes
Mr. Clarence Gunter – Yes

All were in favor and the motioned carried
- VIII. CALLED TO ORDER
 - A. Regular meeting called to order by the Board President at 5:33 PM.
 - B. ROLL CALL
Mr. Dave Parkhill – Yes
Ms. Ellen Booz – Yes
Mr. Clarence Gunter – Yes

All were in favor and the motioned carried

IX. EXECUTIVE SESSION None required

X. OPEN TO PUBLIC No 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 March 8, 2023.

B. ROLL CALL

Mr. Dave Parkhill – Yes

Ms. Ellen Booz – Yes

Mr. Clarence Gunter – Yes

All were in favor and the motioned carried

XII. OLD BUSINESS

XIII. FINANCE

A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to approve items 1 through 18 under Finance.

1. Recommend approval of line item transfers for the Month of March 2023. (Backup L-1)
2. Recommend the approval of the Board Secretary's Reports in March. 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 March 2023. The Treasurer's Report and the Secretary's Reports are in agreement for the month of March 2023. (Backup L-3)
4. Recommend approval of the March bills as attached in the amount of \$492,100.58 (Back-up L-4)
5. Recommend approval of the following payrolls (Backup L-5):
March 15, 2023 - \$129,437.89
March 31, 2023 - \$127,145.36
April 15,2023 -\$123,831.77
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 March 2023. (Back-up L-6)
8. Recommend to accept and approve the Audit Report for the 2021-2022 School year (Back-up L-7, and see attached)
9. Recommend to accept and approve the Audit Summary Report for the 2021-2022 School year (Back-up L-7, and see attached)
10. Recommend to accept the Corrective Action Plan from the Audit findings for the 2021-2022 for the Food Service Account. (Back-up L-8)
11. Recommend to approve the Budget and Cash Flow Schedule for the 2023-2024 School Year. (Back-up L-9)

12. Recommend to approve the Budget Narrative for the 2023-2024 School year. (Back-up L-10)
13. Recommend to approve the License fee with CDK for the 2023-2024 school year. (Back-up L-11)
14. Recommend to approve the proposal with Commercial Interiors Direct Inc in the amount of \$60,570.71 for the installation of the Gym Floor. (Back-up L-12)
15. Recommend to approve the estimate with M.G.M. in the amount of \$11,123.99 Carpet and Flooring in the installation of vinyl flooring. (Back-up of L-13)
16. Recommend to approve the invoice with NASSP in the amount of \$385.00. (Back-up L-14)
17. Recommend to approve the grant through School Climate Change Pilot in the amount of \$6,660. (Back-up L-15)
18. Recommend to approve the quote with Take Action Global in the amount of \$6,000. (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 motioned carried

XIV. POLICY UPDATES

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

1. First Reading of Policy Alert #230 (Back-up POL-1)
 - P 0144 Board Member Orientation and Training (Revised)
 - P & R 2520 Instructional Supplies (M) (Revised)
 - P 3217 Use of Corporal Punishment (Revised)
 - P 4217 Use of Corporal Punishment (New)
 - P 5305 Health Services Personnel (M) (Revised)
 - P & R 5308 Student Health Records (M) (Revised)
 - P & R 5310 Health Services (M) (Revised)
 - P 6112 Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
 - R 6115.01 Federal Awards/Funds Internal Controls - Allowability of Costs (M) (New)
 - P 6115.04 Federal Funds “ Duplication of Benefits (M) (New)
 - P 6311 Contracts for Goods or Services Funded by Federal Grants (M) (Revised)
 - P 7440 School District Security (M) (Revised)
 - P 9100 Public Relations (Abolished)
 - P 9140 Citizens Advisory Committees (Revised)
 - R 9140 Citizens Advisory Committee (M) (Abolished)

B. ROLL CALL

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

All were in favor and the motioned carried

XV. PERSONNEL

A. Motion by Mr. Dave Parkhill and second by Ms. Ellen Booz to approve items 1 through 3 under Personnel.

1. Recommend approval of the staff list and salaries as listed for the 2022-2023 school year.
(Back-up PER-1)
2. Recommend approval of the staff list and salaries as listed for the 2023-2024 school year.
(Back-up PER-2)
3. Recommend approval of the personnel actions as listed in the attached. (Back-up PER-3)

B. ROLL CALL

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

All were in favor and the motioned carried

XVI. FACILITIES (None)

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. Thomas Ludwig.

B. ROLL CALL

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

All were in favor and the motioned carried

XVIII. EXECUTIVE DIRECTOR'S REPORT

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

1. Reports as presented by Mr. Matthew Ackiewicz.

Thank the board for the new sound system used in the school production

Student attendance with 91 % for March longest month of the year

Summer enrichment currently has 111 students interest and 17 staff

Work has begun on the outdoor classroom

Planning for next year is in full swing

Over the summer classrooms will be painted with an accent wall along with a thick color stripe in the hallways

Our HR Coordinator Jennifer Hagan will be attending a job fair on April 20th

B. ROLL CALL

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

All were in favor and the motioned carried

XIX. ADJOURNMENT

- A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to adjourn the meeting at 6:06 PM.

- B. Next Meeting is on May 8, 2023

C. ROLL CALL

Mr. Dave Parkhill – Yes
Ms. Ellen Booz – Yes

Mr. Clarence Gunter – Yes

All were in favor and the motioned carried

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator