

**Millville Public Charter School
Regular Board Meeting
March 23, 2026**

Convenes at 5:15 p.m. in the in the conference room at 1101 Wheaton Ave. Millville, NJ 08332

I. CALLED TO ORDER

A. Call to Order by the Board President 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 27, 2025.

III. PLEDGE OF ALLEGIANCE

A. Led by Mr. Dennis Zakroff

IV. ROLL CALL

A. Clarence Gunter, President- Present
Ellen Booz, Vice President-Present
Lakeysha Williams, Trustee-Absent
Jasmine Vargas, Trustee-Present
Jeanie Parkhill, Trustee -Present

B. Also Present:

1. Matthew Ackiewicz, Superintendent- Present
CCCSN Executive Director-Absent
CCCSN Deputy Director-Absent
Dr. Valerie James, Chief Academic Officer-Present
Dennis Zakroff, Board Secretary/Business Administrator-Present
Christina Murphy, Treasurer -Present
Joseph Keyek, Facilities Manager-Absent
Jennifer Hagan, HR Coordinator-Present
Shina Howerton, 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

VII. APPROVE MINUTES

A. Motion by Mr. Clarence Gunter and seconded by Ms. Jasmine Vargas to approve the Minutes of the Regular and Executive sessions held on February 23rd and 26th, 2026.

B. ROLL CALL

Mr. Clarence Gunter- Yes
Ms. Ellen Booz- Yes
Ms. Jasmine Vargas- Yes
Ms. Jeanie Parkhill -Yes

All were in favor and the motioned carried

VIII. OLD BUSINESS (None)

IX. FINANCE

- A. Motion by Ms. Ellen Booz 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 February 2026. (Backup L-1)
 2. Recommend the approval of the Board Secretary's Reports in February. 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 February 2026. The Treasurer's Report and the Secretary's Reports are in agreement for the month of February 2026. (Backup L-3)
 4. Recommend approval of the February bills as attached in the amount of \$717,106.89 (Back-up L-4)
 5. Recommend approval of the following payrolls (Backup L-5):
February 15, 2026 - \$163,756.20

February 28, 2026 - \$170,911.70
 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 service agreement with Delta T Group. (Back-up L-7)
 8. Recommend to approve the quote from School Specialty in the amount of \$55,310.75 (Back-up L-8)
 9. Recommend to approve the proposal from the Sign Pros in the amount of \$1,425. (L-9)
 10. Recommend to approve the travel voucher for Jamie Carolla in the amount of \$72.85 (Back-up L-10)
 11. Recommend to approve re-certification with Handle with Care for Christine Howell and Ian Jones in the amount of \$1,250 (Back-up L-11)
 12. Recommend to approve the proposal with Advance Restaurant Technologies in the amount of \$750 for cleaning and sanitizing the ice machine. (Back-up L-12)
 13. Recommend to approve the proposal with Advance Restaurant Technologies in the amount of \$550 for cleaning and degreasing the hood. (Back-up L-13)
 14. Recommend to approve the proposal with Advance Restaurant Technologies in the amount of \$250 for installing 2 heavy duty stainless steel baffle filters to the hood (Back-up L-14)
 15. Recommend to approve the reimbursement of \$108.32 to Joe Keyek. (Back-up L-15)
 16. Recommend to approve the proposal with Advance Restaurant Technologies in the amount of \$350 for cleaning and degreasing the hood and exhaust systems at Vineland (Back-up L-16)
 17. Recommend to accept and approve the Budget, Budget Narrative and Cash Flow for the 2026-2027 school year. (Back-up L-17)
 18. Recommend to approve the substitute service agreement. (Back-up L-18)
- B. ROLL CALL
Mr. Clarence Gunter- Yes
Ms. Ellen Booz- Yes
Ms. Jasmine Vargas- Yes

Ms. Jeanie Parkhill -Yes

All were in favor and the motioned carried

X. POLICY UPDATES (No Updates)

XI. PERSONNEL

A. Motion by Mr. Clarence Gunter and second by Ms. Ellen Booz to approve items 1 and 2 under Personnel.

1. Recommend approval of the staff list for the 2025-2026 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. Clarence Gunter- Yes

Ms. Ellen Booz- Yes

Ms. Jasmine Vargas- Yes

Ms. Jeanie Parkhill -Yes

All were in favor and the motioned carried

XII. FACILITIES

A. Motion by Mr. Clarence Gunter and second by Ms. Jasmine Vargas to approve item 1 under Facilities.

1. Reports as presented by Mr. Matthew Ackiewicz. (F-1)

B. ROLL CALL

Mr. Clarence Gunter- Yes

Ms. Ellen Booz- Yes

Ms. Jasmine Vargas- Yes

Ms. Jeanie Parkhill -Yes

All were in favor and the motioned carried

XIII. SCHOOL OPERATIONS

A. Motion by Mr. Clarence Gunter and second by Ms. Jasmine Vargas to accept the Principal's reports.

1. Reports as presented by Ms. Shina Howerton. (SO-1)

B. ROLL CALL

Mr. Clarence Gunter- Yes

Ms. Ellen Booz- Yes

Ms. Jasmine Vargas- Yes

Ms. Jeanie Parkhill -Yes

All were in favor and the motioned 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)

Mr. Ackiewicz discussed working on the budgets, planning for next school and preparing for Spring Break. He also spoke about the changes in the building since the change in administration and the positive feedback received. Dr. James discussed the NJSLA testing and testing window of April 27 through May 29, 2026.

Ms. Ellen Booz replied she was happy to hear the positive feedback and changes.

B. ROLL CALL

Mr. Clarence Gunter- Yes

Ms. Ellen Booz- Yes

Ms. Jasmine Vargas- Yes

Ms. Jeanie Parkhill -Yes

All were in favor and the motioned carried

XV. EXECUTIVE DIRECTOR'S REPORT

A. Motion by Mr. Clarence Gunter and second by Ms. Jasmine Vargas to accept the Executive Director's reports.

1. Report as presented by Ms. Christina Murphy

The bond closed on February 26,2026, 30-year bond which should bring some financial stability.

B. ROLL CALL

Mr. Clarence Gunter- Yes

Ms. Ellen Booz- Yes

Ms. Jasmine Vargas- Yes

Ms. Jeanie Parkhill -Yes

All were in favor and the motioned carried

XVI. ADJOURNMENT

A. Next Meeting is on April 27, 2026.

B. Motion by Mr. Clarence Gunter and second by Ms. Jasmine Vargas to adjourn the meeting at 5:42 PM.

C. ROLL CALL

Mr. Clarence Gunter- Yes

Ms. Ellen Booz- Yes

Ms. Jasmine Vargas- Yes

Ms. Jeanie Parkhill -Yes

All were in favor and the motioned carried

Respectfully submitted,

Dennis Zakroff

School Business Administrator/Board Secretary