**Millville Public Charter School  
Regular Board Meeting  
August 11, 2021  
Convened at 5:30 p.m. in the Conference Room at 1101 Wheaton Ave, Millville NJ 08332**

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| I. | CALLED TO ORDER | | |
|  | A. | Call to Order by the Board President 5:32 PM | |
| II. | STATEMENT FOR THE BOARD OF TRUSTEES MEETING | | |
|  | A. | Public Notice of this Meeting was advertised in the South Jersey Times on June 17, 2021 | |
| III. | PLEDGE OF ALLEGIANCE | | |
|  | A. | Led by Ellen Booz | |
| IV. | ROLL CALL | | |
|  | A. | Dave Parkhill, President – PRESENT  Jaclyn Haas-Benner, Vice-President– PRESENT  Ellen Booz, Trustee– PRESENT  Rick Grablow, Trustee – ABSENT  Joanne Carney, Trustee– PRESENT | |
|  | B. | Also Present: | |
|  |  | 1. | Kim Garcia, CEO – PRESENT CCCSN Executive Director– PRESENT  CCCSN Deputy Director – PRESENT Dennis Zakroff, Board Secretary/Business Administrator – PRESENT Christina Murphy, Treasurer– PRESENT  Matthew Ackiewicz, Principal – PRESENT Thomas Ludwig, Assistant Principal – PRESENT Courtney Alvarez, Director of Human Resources– PRESENT  AnneMarie Lucchesi, Bookkeepper – ABSENT  Brian Caulford, Comptroller – 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 Dave Parkhill and second by Ellen Booz to adjourn the work session at 5:34 PM. | |
|  | B. | ALL IN FAVOR  Dave Parkhill - YES  Jaclyn Haas-Benner – YES  Ellen Booz – YES  Joanne Carney – YES  **Motion passed on an unanimous roll call vote.** | |
| VIII. | CALLED TO ORDER | | |
|  | A. | Regular meeting called to order by the Board President at 535 PM. | |
|  | B. | ROLL CALL  Dave Parkhill - YES  Jaclyn Haas-Benner – YES  Ellen Booz – YES  Joanne Carney – YES  **Motion passed on an unanimous roll call vote.** | |
| IX. | OPEN TO PUBLIC | | |
| X. | 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 July 14, 2021. | |
|  | B. | ROLL CALL  Dave Parkhill - YES  Jaclyn Haas-Benner – YES  Ellen Booz – YES  Joanne Carney – YES  **Motion passed on an unanimous roll call vote.** | |
| XI. | OLD BUSINESS | | |
| XII. | FINANCE | | |
|  | A. | Motion by Dave Parkhill and second by Joanne Carney to approve items 1 through 23 under Finance. | |
|  |  | 1. | Recommend approval of line item transfers for the Month of June 2021. (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 June 2021. 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 materials 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 June 2021. The Treasurer's Report and the Secretary's Reports are in agreement for the month of June 2021.(Backup materials L-3) |
|  |  | 4. | Recommend approval of the bills as attached in the amount of $362,602.08. |
|  |  | 5. | Recommend approval of the following payrolls (Backup L-5):  June 15, 2021 - $79,680.19 June 30, 2021 - $95,740.42 |
|  |  | 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 reports for June 2021 (Back-up L-6) |
|  |  | 8. | Recommend approval of line item transfers for the Month of July 2021. (Backup L-7) |
|  |  | 9. | Recommend the approval of teh Board Secretary's Reports in accordance with 18A: 17-36 and 18A: 17-9 for the month of July 2021. 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 materials L-8) |
|  |  | 10. | Recommend the approval of the Treasurer's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of June 2021. The Treasurer's Report and the Secretary's Reports are in agreement for the month of July 2021.(Backup materials L-9) |
|  |  | 11. | Recommend approval of the bills as attached in the amount of $289,531.94. |
|  |  | 12. | Recommend approval of the following payrolls (Backup L-11):  July 15, 2021 - $35,486.63  July 31, 2021 - $45,953.62 |
|  |  | 13. | Recommend to approve the expense reclassification reports for July 2021 (Back-up L-12) |
|  |  | 14. | Recommend to approve the lease agreement with Sheppard Bus Service for the 2021-2022 School Year (Back-up L-13) |
|  |  | 15. | Recommend to approve the agreement with Capehart Scarthard for the 2021-2022 School Year (Back-up L-14) |
|  |  | 16. | Recommend to approve the proposed Lets go Learn contract for the 2021-2022 school year $7,019.50 (Back-up L-15) |
|  |  | 17. | Recommend to approve EMR Peak Performance maintenance for food service equipment for $1,350.00 annual (Back-up L-16) |
|  |  | 18. | Recommend to approve staffing agreement with General Healthcare for related services (Back-up L-17) |
|  |  | 19. | Recommend approval of the final budget and narrative for the 2020-2021 school year. (Back-up L-18) |
|  |  | 20. | Recommend to accept and submit the application for the following grants:  ARP IDEA Basic $12693  ARP IDEA Preschool $1078  Title I SIA $27500 (Back-up L-19) |
|  |  | 21. | Recommend to approve the invoice with Committee for Children in the amount of $2,259. (Back-up L-20) |
|  |  | 22. | Recommend to approve the invoice with New Jersey School and Building and Grounds. (Back-up L-21) |
|  |  | 23. | Approve Matt Ackiewicz as Title IX and 504 coordinator. |
|  | B. | ROLL CALL  Dave Parkhill - YES  Jaclyn Haas-Benner – YES  Ellen Booz – YES  Joanne Carney – YES  **Motion passed on an unanimous roll call vote.** | |
| XIII. | POLICY UPDATES | | |
| XIV. | PERSONNEL | | |
|  | A. | Motion by Jaclyn Haas-Benner and second by Dave Parkhill to approve items 1 and 2 under Personnel. | |
|  |  | 1. | Recommend approval of the staff list and salaries for the 2021-2022 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  Dave Parkhill - YES  Jaclyn Haas-Benner – YES  Ellen Booz – YES  Joanne Carney – YES  **Motion passed on an unanimous roll call vote.** | |
| XV. | FACILITIES | | |
|  | A. | Motion by Dave Parkhill and second by Jaclyn Haas-Benner to approve items 1 through 4 under Facilities | |
|  |  | 1. | Recommend approval of the School Integrated Pest Management Plan for the 2021-2022 school year, with Michael Shawaryn as the IPM Coordinator. (Backup F-1) |
|  |  | 2. | General Facilities Updates  I am waiting on newer work truck to be finished.  Van is at shop getting repaired from theft of converters and other routine maintenance.  Our buses will be able to park overnight at Sheppard's L St. Depot. This will be until our fencing is installed at Millville. Our drivers will probably have a little more time on their day due to extra travel. THIS IS AT NO CHARGE!  We are working on bus routes, and I will arrange with drivers to do practice runs.  I have a list of County E Centers to take our E Waste. I'll be making calls to see if there are restrictions.  Will be looking at a price on Mulch for the Playgrounds and when they can be completed.  New First Floor Offices are just about ready, just need to install new light bulbs and entrance locks.  Been working with Solar Company on roof evaluations. |
|  |  | 3. | MPCS Facilities Updates:  Front entrance has been cleaned up. Shrubs removed and prepped for mulch. We installed mulch on 8/6/2021. Completed.  Looking into Geese Deterrents for front entrances.  Will be moving final rooms this week and installed desk shields on high occupancy rooms.  Lead in Water Testing was done on 7/24/2021, results in two weeks.  IPM Notification is complete for upcoming school year. Posted on Website.  Getting quotes for fence options to secure vehicles. Met with Fire Marshall, need to meet with Code Enforcement for approval.  The replacement lights along front and side of building have been installed. The one Bollard still needs to be fixed.  The Egress Sprinklers are being installed. The target date to be complete is the week of 8/23/2021. Testing will take place after students leave for the day.  I am meeting with the interested party to possibly lease out our Auditorium in Millville. This would start in September.  Been working with Solar Company on roof evaluations. |
|  |  | 4. | Food Service Updates:  Completed 2021-2022 SNEARS Application  Demoing and receiving quotes for new Foodservice software  Demoing and receiving quotes for equipment needed for new food service operations  Completing P-EBT cards with help from secretary  Implementing the Summer Food Service program for the schools and community |
|  | B. | ROLL CALL  Dave Parkhill - YES  Jaclyn Haas-Benner – YES  Ellen Booz – YES  Joanne Carney – YES  **Motion passed on an unanimous roll call vote.** | |
| XVI. | SCHOOL OPERATIONS | | |
|  | A. | Motion by Dave Parkhill and second by Ellen Booz to accept the Principal's reports. | |
|  |  | 1. | Reports as presented by Mr. Ackiewicz |
|  | B. | ROLL CALL  Dave Parkhill - YES  Jaclyn Haas-Benner – YES  Ellen Booz – YES  Joanne Carney – YES  **Motion passed on an unanimous roll call vote.** | |
| XVII. | EXECUTIVE DIRECTOR'S REPORT | | |
|  | A. | Motion by Jaclyn Haas-Benner and second by Ellen Booz to accept the Executive Director's reports. | |
|  |  | 1. | Report as presented by Mrs. Garcia.  a. Tech is in a good place – each student will have a Chromebook  b. Working on curriculum writing (5 new state curriculums)  c. Working on student recruitment -Spanish radio ads  d. Staff interviews |
|  |  | 2. | PDP as presented by Mrs. Garcia.  a. Virtual meetings will continue into September  b. Chromebooks for each student should be promoted. |
|  | B. | ROLL CALL  Dave Parkhill - YES  Jaclyn Haas-Benner – YES  Ellen Booz – YES  Joanne Carney – YES  **Motion passed on an unanimous roll call vote.** | |
| XVIII. | ADJOURNMENT | | |
|  | A. | Motion by Jaclyn Haas-Benner and second by Joanne Carney to adjourn the meeting at 6:14 PM. | |
|  | B. | ALL IN FAVOR  **Four (4) AYES**  **VOICE VOTE** | |
|  | C. | Next Meeting is on September 8, 2021 | |

Respectfully Submitted;

Dennis Zakroff

Business Administrator/ Board Secretary