

**Millville Public Charter School
Work Session/Regular Board Meeting Minutes
April 8, 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 5:29 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. Richardson.
- IV. ROLL CALL
 - A. David Parkhill, President – PRESENT (By Phone)
Jaelyn 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 Jaelyn Haas-Benner and second by Rick Grablow to adjourn the Work Session at 5:31 PM.
 - B. ROLL CALL
David Parkhill – YES
Jaelyn 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 5:32 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 - None at this time.

X. APPROVE MINUTES

A. Motion by David Parkhill and second by Rick Grablow to approve the Minutes of the Regular meeting held on March 11, 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.

XI. OLD BUSINESS - None at this time.

XII. FINANCE

A. Motion by David Parkhill and second by Rick Grablow to approve items #1 though #8 under Finance.

1. Recommend approval of line item transfers for the Month of March 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 March 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 March 2020. The Treasurer's Report and the Secretary's Reports are in agreement for the month of March 2020. (Backup L-3)

4. Recommend approval of the bills list as attached (Backup L-4):
March 1, 2020 to March 31, 2020 - \$337,962.92

5. Recommend approval of the following payrolls (Backup L-5):
March 15, 2020 - \$68,300.67
March 31, 2020 - \$63,539.88

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 March 2020. (Backup L-6)

8. Recommend approval of the agreement with Salem County Special Services School District and Millville Public Charter School for the 2020-2021 school year, effective July 1, 2020 to June 30, 2021. (Backup L-7)

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.

XIII. POLICY UPDATES

A. Motion by Rick Grablow and second by Jaclyn Haas-Benner to approve item #1 under Policy Updates.

1. Recommend approval of the New Jersey Policy Alert No. 219, March 2020, for a Second Reading and Adoption (Backup POL-1):

Policy #0152, Board Officers

Policy #1581, Domestic Violence

Policy #2422, Health and Physical Education

Policy #3421.13, Postnatal Accommodations

Policy #5330, Administration of Medication

Policy #7243, Supervision of Construction

Policy #8210, School Year

Policy #8220, School Day

Policy #8220, School Closings

Policy #8462, Reporting Potentially Missing or Abused Children

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.

XIV. PERSONNEL

A. Motion by Ellen Booz and second by Jaclyn Haas-Benner to approve items #1 through #2 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)

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.

XV. FACILITIES - See the Executive Director's Report.

XVI. SCHOOL OPERATIONS

- A. Motion by Rick Grablow and second by Ellen Booz to approve items #1 through #3 under School Operations.
1. Recommend approval of the Principal's report as presented by Mr. Ackiewicz. (Backup SO-1)
 2. Recommend approval to amend the 2019-2020 school year calendar to make Spring break April 10-13, 2020. Additionally, June 12, 15, 16, 2020 will be half days, with June 16, 2020 as the last day for students. (Backup SO-2)
 3. Recommend to approve and ratify the School Closure Illness Preparedness and Response Plan for COVID-19 (Novel Coronavirus). (Backup SO-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.

XVII. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by Ellen Booz and second by Rick Grablow to approve item #1 under Executive Director's Report.
1. Report as presented by the CCCSN representative.
 - Shorter school calendar
 - Communication with the County and State officials about building closure.
 - Two-day delivery for food
 - Packets going home to students
 - Federal grants for technology
 - School is being sanitized

B. ROLL CALL

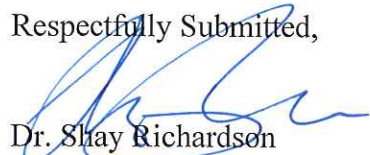
David Parkhill – YES
Jaclyn Haas-Benner – YES
Dr. Valerie James-Kemp – YES
Ellen Booz - YES
Rick Grablow – YES

Motion passed on a unanimous Roll Call vote.

XVIII. ADJOURNMENT

- A. Motion by Dr. Valerie James-Kemp and second by Ellen Booz to adjourn the meeting at 5:46 PM.
- B. ALL IN FAVOR
Voice Vote – Five (5) AYES
- C. Next Meeting May 13, 2020

Respectfully Submitted,



Dr. Shay Richardson
Business Administrator/Board Secretary