

**Millville Public Charter School  
Regular Board Meeting  
December 14, 2022**

**Convenes at 5:30pm in the Conference Room at 1101 Wheaton Ave, Millville NJ 08332**

- I. CALLED TO ORDER
  - A. Call to Order by the Board President 5:31 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 1,2022.
- III. PLEDGE OF ALLEGIANCE
  - A. Led by Mr. Dennis Zakroff
- IV. ROLL CALL
  - A. Dave Parkhill, President- Present  
Ellen Booz, Trustee - Present  
Elizabeth Anekwe, Trustee -Absent  
Clarence Gunter, Trustee - Present  
Lakeysha Williams, Trustee – Present
  - B. Also Present:
    - 1. Matthew Ackiewicz, Principal / CEO - Present  
CCCSN Executive Director - Present  
CCCSN Deputy Director- Present  
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
  - 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 Ms Ellen Booz to adjourn the work session at 5:33 PM.
  - B. ROLL CALL
    - Mr. Dave Parkhill – Yes
    - Ms. Ellen Booz – Yes
    - Mr. Clarence Gunter – Yes
    - Ms. Lakeysha Williams – Yes

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

All were in favor and the motion carried

IX. EXECUTIVE SESSION None

X. OPEN TO PUBLIC No public present

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 November 9, 2022.

B. ROLL CALL

Mr. Dave Parkhill – Yes

Ms. Ellen Booz – Yes

Mr. Clarence Gunter – Yes

Ms. Lakeysha Williams – Yes

All were in favor and the motion carried

XII. OLD BUSINESS

XIII. FINANCE

A. Motion by Mr. Dave Parkhill and second by Ms. Ellen Booz to approve item 1 through 13 under Finance.

1. Recommend approval of line-item transfers for the Month of November 2022. (Backup L-1)
2. Recommend the approval of the Board Secretary's Reports in November. 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 November 2022. The Treasurer's Report and the Secretary's Reports are in agreement for the month of November 2022. (Backup L-3)
4. Recommend approval of the November bills as attached in the amount of \$423,877.49 (Back-up L-4),
5. Recommend approval of the following payrolls (Backup L-5):  
November 15, 2022 - \$115,606.26  
November 30, 2022 - \$117,801.20
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 November 2022. (Back-up L-6)
8. Recommend to approve the estimate with Drywall Plus to fix the door in the amount of \$1,785. (Back-up L-7)
9. Recommend to approve the estimate with Drywall Plus to install a wall for the art room in the amount of \$5,685 (Back-up L-8)
10. Recommend to approve estimate with Pro Green Landscaping for snow removal in the amount of \$300 (Back-up L-9)
11. Recommend to approve the proposal with Eric M Krise for furnish labor in the amount of \$2,487 (Back-up L-10)
12. Recommend to approve the school fiscal questionnaire. (Back-up L-11)
13. Recommend to approve the salary recommendation. (Back-up L-12)

- B. ROLL CALL
  - Mr. Dave Parkhill – Yes
  - Ms. Ellen Booz – Yes
  - Mr. Clarence Gunter – Yes
  - Ms. Lakeysha Williams – Yes

All were in favor and the motion carried

#### XIV. POLICY UPDATES (NONE)

#### XV. PERSONNEL

- A. Motion by Ms. Ellen Booz and second by Mr. Clarence Gunter to approve items 1 through 2 under Personnel.
  - 1. Recommend approval of the staff list and salaries for the 2022-2023 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
  - Mr. Dave Parkhill – Yes
  - Ms. Ellen Booz – Yes
  - Mr. Clarence Gunter – Yes
  - Ms. Lakeysha Williams – Yes

All were in favor and the motion 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. Matthew Ackiewicz (Back-up SO-1)
  - 2. Addendum to Nurses Orders

- B. ROLL CALL
  - Mr. Dave Parkhill – Yes
  - Ms. Ellen Booz – Yes
  - Mr. Clarence Gunter – Yes
  - Ms. Lakeysha Williams – Yes

All were in favor and the motion carried

#### XVIII. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by Ms. Ellen Booz and second by Mr. Clarence Gunter to accept the Executive Director's reports.
  - 1. Report as presented by Mr. Ackiewicz.
    - Looking at refinancing with a bond in the new year
    - Community engagement with the can food drive with Hope Center Press Release
    - Students from National Junior Honor Society and Ambassador program delivered the can goods
    - Spirit wear sales have been going well
    - The County Superintendent acknowledge all the positives going on at the County meeting
  - 2. Reporting on the School demographics (Back-up E-1)

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

Ms. Lakeysha Williams – Yes

All were in favor and the motion carried

XIX. ADJOURNMENT

A. Motion by Ms. Ellen Booz and second by Mr. Dave Parkhill to adjourn the meeting at 5:55 PM.

B. ROLL CALL

Mr. Dave Parkhill – Yes

Ms. Ellen Booz – Yes

Mr. Clarence Gunter – Yes

Ms. Lakeysha Williams – Yes

All were in favor and the motion carried

C. Next Meeting is on January 11, 2023

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator