

Millville Public Charter School
Work Session/Regular Board Meeting Minutes
September 9, 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 5:30 PM.
- II. STATEMENT FOR THE BOARD OF TRUSTEES MEETING
 - A. Public Notice of this Meeting was advertised in the South Jersey Times on June 22, 2020.
- III. PLEDGE OF ALLEGIANCE
 - A. Led by Mr. Ackiewicz.
- IV. ROLL CALL
 - A. David Parkhill, President – PRESENT (By Phone)
Jaclyn Haas-Benner, Vice President – PRESENT (By Phone)
Ellen Booz, Trustee - ABSENT
Rick Grablow, Trustee - ABSENT
Jo-Ann Carney, 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)
Thomas Ludwig, Assistant Principal - PRESENT (By Phone)
Courtney Alvarez, 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 Jaclyn Haas-Benner and second by Jo-Ann Carney to adjourn the Work Session at 5:31 PM.
 - B. ROLL CALL
David Parkhill – YES
Jaclyn Haas-Benner – YES
Jo-Ann Carney – 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

Jo-Ann Carney – YES

Motion passed on a unanimous Roll Call vote.

IX. EXECUTIVE SESSION - None at this time.

X. OPEN TO PUBLIC

1. The public may ask questions pertaining to agenda items only.

XI. APPROVE MINUTES

A. Motion by Jaclyn Haas-Benner and second by Jo-Ann Carney to approve the Minutes of the Regular meeting held on August 12, 2020. (Backup M-1)

B. ROLL CALL

David Parkhill – YES

Jaclyn Haas-Benner – YES

Jo-Ann Carney – YES

Motion passed on a unanimous Roll Call vote.

XII. OLD BUSINESS – None at this time.

XIII. FINANCE

A. Motion by Jaclyn Haas-Benner and second by David Parkhill to approve items #1 through #9 under Finance.

1. Recommend approval of line item transfers for the Month of August 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 August 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 August 2020. The Treasurer's Report and the Secretary's Reports are in agreement for the month of August 2020. (Backup L-3)
4. Recommend approval of the bills list as attached (Backup L-4):
August 1, 2020 to August 31, 2020 - \$177,624.72
5. Recommend approval of the following payrolls (Backup L-5):
August 15, 2020 - \$16,146.91
August 31, 2020 - \$16,967.73
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 August 2020. (Backup L-6)
8. Recommend approval to amend the Digital Divide grant and to accept the funds in the amount of \$63,979.

9. Recommend approval of the attached staff charged to the Title I grant. (Backup L-7)
10. Recommend to accept the US Department of Education Expansion Grant in the amount of \$200,000.

- B. ROLL CALL
David Parkhill – YES
Jaclyn Haas-Benner – YES
Jo-Ann Carney – YES

Motion passed on a unanimous Roll Call vote.

XIV. POLICY UPDATES - None at this time.

XV. PERSONNEL

- A. Motion by Jaclyn Haas-Benner and second by Jo-Ann Carney to approve items #1 through #3 under Personnel.
1. Recommend approval of the staff list and salaries for the 2020-2021 school year as attached. (Backup PER-1)
 2. Recommend approval of the personnel actions as listed in the attached. (Backup PER-2)
 3. Recommend approval of the FMLA leave for the attached personnel. (Backup PER-3)

- B. ROLL CALL
David Parkhill – YES
Jaclyn Haas-Benner – YES
Jo-Ann Carney – YES

Motion passed on a unanimous Roll Call vote.

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

XVII. SCHOOL OPERATIONS

- A. Motion by David Parkhill and second by Jaclyn Haas-Benner 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 to approve the Millville Public Charter School mentoring plan for the 2020-2021 school year. (Backup SO-2)
 3. Recommend to approve and ratify the Millville Public Charter School Professional Development Plan (PDP), effective July 1, 2020 to June 30, 2021. (Backup SO-3)

- B. ROLL CALL
David Parkhill – YES
Jaclyn Haas-Benner – YES
Jo-Ann Carney – YES

Motion passed on a unanimous Roll Call vote.

XVIII. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by Jaclyn Haas-Benner and second by David Parkhill to approve items #1 through #2 under Executive Director's Report.
1. Recommend approval of the LEA Reopening Statement of Assurance. (Backup E-1)
 2. Recommend approval of the report as presented by the CCCSN representative.

- Assurance Statement – giving clarity to what we are doing.
- Freeholders approved bond financing.
- Recruiting – still have openings
- Additional monies from federal government in the amount of \$200,000.

B. ROLL CALL

David Parkhill – YES

Jaclyn Haas-Benner – YES

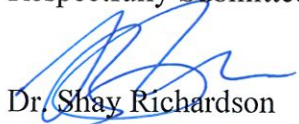
Jo-Ann Carney – YES

Motion passed on a unanimous Roll Call vote.

XIX. ADJOURNMENT

- A. Motion by David Parkhill and second by Jaclyn Haas-Benner to adjourn the meeting at 6:53 PM.
- B. ALL IN FAVOR
Voice Vote – Three (3) AYES
- C. Next Meeting October 7, 2020

Respectfully Submitted,



Dr. Shay Richardson
Business Administrator/Board Secretary