Millville Public Charter School
Regular Board Meeting Minutes
September 21, 2026
Convenes at 5:15 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 5:18 PM

II. STATEMENT FOR THE BOARD OF TRUSTEES MEETING
   A. Public Notice of this Meeting was advertised our Website under legal notices.

III. PLEDGE OF ALLEGIANCE
   A. Led by Mr. Dennis Zakroff

IV. ROLL CALL
   A. Clarence Gunter, President- Present
   Jeanie Parkhill, Vice-President- Present
   Ellen Booz, Trustee- Present
   Lakeysha Williams, Trustee-Present
   Jasmine Vargas, Trustee-Present
   B. Also Present:
      1. Matthew Ackiewicz, Superintendent – Present
      CCCSN Executive Director- Present
      CCCSN Deputy Director-Present
      Matthew Larson, Chief Academic Officer-Present
      Dennis Zakroff, Board Secretary/Business Administrator- Present
      Christina Murphy, Treasurer -Present
      Joseph Keyek, Facilities Manager-Present
      Jennifer Hagan, HR Coordinator- Present
      Shina Howerton, Principal -Present
      Michael Giles, Assistant Principal- Present
      Ryan Jacoby, Dean of Students- 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 present.

VII. APPROVE MINUTES
   A. Motion by Mr. Clarence Gunter and second by Ms. Ellen Booz to approve the Minutes of the Regular session meeting held on August 17, 2026.

VIII. ROLL CALL
Mr. Clarence Gunter – Yes
Ms. Jeanie Parkhill -Yes
Ms. Ellen Booz – Yes
Ms. Lakeysha Williams- Yes
Ms. Jasmine Vargas – Yes

All were in favor and the motion carried

IX. OLD BUSINESS (None)

X. FINANCE

A. Motion by Ms. Ellen Booz and second by Ms. Lakeysha Williams to approve items 1 through 29 under Finance.

1. Recommend approval of line item transfers for the Month of August 2026. (Backup L-1)
2. Recommend the approval of the Board Secretary's Reports in August 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 2026. The Treasurer's Report and the Secretary's Reports are in agreement for the month of August 2026. (Backup L-3)
4. Recommend approval of the August bills as attached in the amount of $509,379.78 (Back-up L-4)
5. Recommend approval of the following payrolls (Backup L-5)
   August 15, 2026 - $37,109.52
   August 31, 2026 - $59,698.52
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 quote from ExploreK12 in the amount of $6,877.00. (Back-up L-7)
8. Recommend to approve the quote from Blick for art materials in the amount of $1,471.96. (Back-up L-8)
9. Recommend to approve the quote from JW Pepper for school supplies in the amount of $219.99. (L-9)
10. Recommend to approve the invoice from Zoom for the annual membership in the amount of $319.80. (Back-up L-10)
11. Recommend to approve the invoice from Vazquez Landscaping in the amount of $2,900.00 (Back-up L-11)
12. Recommend to approve the quote from Lakeshore for SPED material in the amount of $137.97. (Back-up L-12)
13. Recommend to approve the contract agreement between MPCS and Cassandra Belson for SPED Teacher services in the amount of a $10,000.00 stipend. (Back-up L-13)
14. Recommend to approve the quote from TCI for school supplies in the amount of $25,788.80. (Back-up L-14)
15. Recommend to approve the quote from Heggerty for school supplies in the amount of $411.04. (Back-up L-15)
16. Recommend to approve the quote from Pearson for school supplies in the amount of $3,033.89. (Back-up L-16)
17. Recommend to approve the invoice from Quigley's Spring Mill Piano for repairs in the amount of $295.00. (Back-up L-17)
18. Recommend to approve the License order confirmation with Music Theatre International in the amount of $785.00. (Back-up L-18)

19. Recommend to approve the quote from Pro-ed for school supplies in the amount of $715.00. (Back-up L-19)
20. Recommend to approve the quote from TCI for 3rd grade school supplies in the amount of $3,654.00. (Back-up L-20)
21. Recommend to approve the quote from Oncourse in the amount of $127.47 (Back-up L-21)
22. Recommend to approve the quote from The Restaurant Store for kitchen supplies in the amount of $4,127.24. (Back-up L-22)
23. Recommend to approve the quote from Great Minds for 1st grade school supplies in the amount of $1,246.55. (Back-up L-23)
24. Recommend to approve the estimate from Vazquez Landscaping for playground cleanup in the amount of $3,360.00. (Back-up L-24)
25. Recommend to approve the Reimbursement Confirmation from TPAF in the amount of $69,642.19. (Back-up L-25)
26. Recommend to approve the quote from Power School for license subscription in the amount of $1,699.15. (Back-up L-26)
27. Recommend to accept the Mentoring Plan for the 2026-2027 school year. (Back-up L-27)
28. Recommend to accept the Individual Teacher Professional Development Plan. (Back-up L-28)
29. Recommend to accept and approve the Homebound Instruction in the amount of $55 per hour with Brookfield Schools. (Back-up L-29)

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

All were in favor and the motion carried

XI. POLICY UPDATES

XII. PERSONNEL

A. Motion by Mr. Clarence Gunter and second by Ms. Jasmine Vargas to approve items 1 and 2 under Personnel.
1. Recommend approval of the staff list for the 2026-2027 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. Clarence Gunter – Yes
Ms. Jeanie Parkhill -Yes
Ms. Ellen Booz – Yes
Ms. Lakeysha Williams- Yes
Ms. Jasmine Vargas – Yes

All were in favor and the motion carried

XIII. FACILITIES

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

1. Reports as presented by Mr. Joseph Keyek. (F-1)

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

All were in favor and the motion carried

XIV. SCHOOL OPERATIONS

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

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

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

All were in favor and the motion carried

XV. SUPERINTENDENTS REPORT

A. Motion by Ms. Lakeysha Williams and second by Ms. Jasmine Vargas to accept the Superintendent's reports.

1. Reports as presented by Mr. Matthew Ackiewicz. (S-1)
Mr. Larson spoke about the changes and improvements being made to the professional development for the instructional staff. Mr. Ackiewicz spoke about the increased enrollment and the vision for moving forward

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

All were in favor and the motion carried

XVI. EXECUTIVE DIRECTOR'S REPORT

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

1. Report as presented by Dr. Garcia.
Dr. Garcia spoke about the reports from the State reports on the top schools and the schools were voted the worst or unsafe.

B. ROLL CALL
Mr. Clarence Gunter – Yes

Ms. Jeanie Parkhill -Yes
Ms. Ellen Booz – Yes
Ms. Lakeysha Williams- Yes
Ms. Jasmine Vargas – Yes

All were in favor and the motion carried

XVII. ADJOURNMENT

A. Next Meeting is on October 19, 2026.

B. Motion by Mr. Clarence Gunter and second by Ms. Jasmine Vargas to adjourn the meeting at 5:57 PM.

C. ROLL CALL
Mr. Clarence Gunter – Yes
Ms. Jeanie Parkhill -Yes
Ms. Ellen Booz – Yes
Ms. Lakeysha Williams- Yes
Ms. Jasmine Vargas – Yes

All were in favor and the motion carried

Respectfully submitted,

Dennis Zakroff

School Business Administrator/Board Secretary