

Millville Public Charter School
Work Session/Regular Board Meeting Minutes
May 8, 2019

Convenes 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 5:34 PM.

II. STATEMENT FOR THE BOARD OF TRUSTEES MEETING

A. Public Notice of this Meeting was advertised in the South Jersey Times on March 19, 2019.

III. PLEDGE OF ALLEGIANCE

A. Led by the 8th grade students of Millville Public Charter School.

IV. ROLL CALL

A. David Parkhill, Board President - PRESENT
Ray Garcia, Vice President - ABSENT
Steve Harris, Trustee - PRESENT
Melissa Williams-Chamberlain, Trustee - PRESENT
Jaelyn Haas-Benner, Trustee - PRESENT

B. Also Present:

1. CCCSN Executive Director - PRESENT
CCCSN Deputy Director - PRESENT
Christina Murphy, Board Secretary - PRESENT
Dr. Shay Richardson, Assistant Business Administrator - ABSENT
Matthew Ackiewicz, Principal - PRESENT
Matthew Larson, Assistant Principal - PRESENT
Lisa Zuniga, Director - Human Resources - PRESENT

V. STUDENT PRESENTATIONS

A. As presented by 8th grade students.

- Leeasia Rivers - Flute
- Courtney Simpkins - Artist

VI. REVIEW OF AGENDA

A. Questions

VII. OPEN TO PUBLIC

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

VIII. ADJOURNMENT OF WORK SESSION

A. Motion by Melissa Williams-Chamberlain and second by Steve Harris to adjourn the work session at 5:42 PM.

B. ALL IN FAVOR

Voice Vote – Four (4) AYES

IX. CALLED TO ORDER

A. Regular meeting called to order by the Board President at 5:43 PM.

B. ROLL CALL

David Parkhill – YES
Steve Harris – YES
Melissa Williams-Chamberlain – YES
Jaelyn Haas-Benner – YES

Motion passed on a unanimous Roll Call vote.

X. APPROVE MINUTES

A. Motion by David Parkhill and second by Melissa Williams-Chamberlain to approve the Minutes of the Regular meeting held on April 10, 2019.

B. ROLL CALL

David Parkhill – YES

Steve Harris – YES

Melissa Williams-Chamberlain – YES

Jaclyn Haas-Benner – YES

Motion passed on a unanimous Roll Call vote.

XI. OLD BUSINESS - None.

XII. FINANCE

A. Motion by David Parkhill and second by Jaclyn Haas-Benner to approve items #1 through #15 under Finance.

1. Recommend approval of line item transfers for the Month of April 2019. (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 April 2019. 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 April 2019. The Treasurer's Report and the Secretary's Reports are in agreement for the month of April 2019. (Backup L-3)
4. Recommend approval of the bills as attached (Backup L-4):
April 4, 2019 to May 3, 2019 - \$253,386.53
5. Recommend approval of the following payrolls (Backup L-5):
April 15, 2019 - \$63,970.05
April 30, 2019 - \$62,493.38
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 April 2019. (Backup L-6)
8. Recommend approval of the annual license purchases from CDK Systems, Inc. in the amount of \$10,155.00 as specified in the attached. (Backup L-7)
9. Recommend approval of the Memorandum of Agreement for Student Health Services between the Millville Public Charter School and Complete Care Health Network to provide medical and dental services to students effective September 1, 2019 through June 30, 2020. (Backup L-8)
10. Recommend approval of the Consortium Fee to the Southern Regional Institute and Educational Technology Training Center at Stockton University for \$1,212.25 in July 2019. (Backup L-9)
11. Recommend to approve the tuition reimbursement request of Joe Zlotek, Dean of Academic Affairs, in the amount of \$4,050.00 for the Fall 2018 semester at Rowan University. (Backup L-10)
12. Recommend to approve the Contract for School Physician, effective July 1, 2019 through June 30, 2020, between the Millville Public Charter School and Stephen A. Kriso, M.D., with an annual fee of \$1,000.00. (Backup L-11)

13. Recommend approval of the Staffing Agreement between the Millville Public Charter School and Professional Medical Staffing, LLC, to provide temporary personnel as needed for the 2019-2020 school year effective July 1, 2019 through June 30, 2020. (Backup L-12)
14. Recommend approval of the agreement between the Millville Public Charter School and CASA to ensure payroll processing services for a period of twelve (12) months beginning July 1, 2019 and ending June 30, 2020 in the amount of \$3,615.00. (Backup L-13)
15. Recommend approval of the Child Study Team Bilingual Speech and Language Evaluation, as completed by the Camden County Educational Services Commission, in the amount of \$695.00. (Backup L-14)

B. ROLL CALL

David Parkhill – YES

Steve Harris – YES

Melissa Williams-Chamberlain – YES

Jaclyn Haas-Benner – YES

Motion passed on a unanimous Roll Call vote.

XIII. PERSONNEL

- A. Motion by Melissa Williams-Chamberlain and second by Jaclyn Haas-Benner to approve items #1 through #2 under Personnel.

1. Recommend approval of the personnel actions as listed in the attached. (Backup PER-1)
2. Recommend approval of the staff list and salaries for the 2018-2019 school year as attached. (Backup PER-2)

B. ROLL CALL

David Parkhill – YES

Steve Harris – YES

Melissa Williams-Chamberlain – YES

Jaclyn Haas-Benner – YES

Motion passed on a unanimous Roll Call vote.

XIV. FACILITIES - See Executive Director's Report.

XV. COMMUNITY - None.

XVI. SCHOOL OPERATIONS

- A. Motion by Steve Harris and second by Melissa Williams Chamberlain to approve items #1 through #3 under School Operations.

1. Recommend approval of the Principal's report as presented by Mr. Ackiewicz. (SO-1)
2. Recommend approval of the field trips as attached. (Backup SO-2)
3. Recommend approval to amend the 2018-2019 school year calendar to make three days (June 20, 21, 24, 2019) half days with early dismissal.

B. ROLL CALL

David Parkhill – YES

Steve Harris – YES

Melissa Williams-Chamberlain – YES

Jaclyn Haas-Benner – YES

Motion passed on a unanimous Roll Call vote.

XVII. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by David Parkhill and second by Jaclyn Haas-Benner to approve item #1 under Executive Director's Report.

1. Report as presented by the CCCSN Representative.
 - Grant paperwork submission

- Building refinancing
- State testimony of behalf of the Charter schools
- Test It App

B. ROLL CALL

David Parkhill – YES

Steve Harris – YES

Melissa Williams-Chamberlain – YES

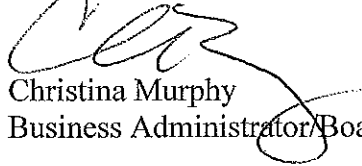
Jaclyn Haas-Benner – YES

Motion passed on a unanimous Roll Call vote.

XVIII. ADJOURNMENT

- A. Motion by David Parkhill and second by Steve Harris to adjourn the meeting at 6:20 PM.
- B. ALL IN FAVOR
Voice Vote – Four (4) AYES
- C. Next Meeting June 12, 2019.

Respectfully Submitted,



Christina Murphy
Business Administrator/Board Secretary