

**Millville Public Charter School
Regular Board Meeting
September 18, 2023**

Convenes at 5:25 p.m. in the Conference Room at 1101 Wheaton Ave, Millville NJ 08361

I. CALLED TO ORDER

A. Call to Order by the Board President 5:27 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, 2023.

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 -Absent

B. Also Present:

1. Matthew Ackiewicz, Superintendent - Present
CCCSN Executive Director- Present
CCCSN Deputy Director- Present
Dennis Zakroff, Board Secretary/Business Administrator-Present
Christina Murphy, Treasurer -Present
Jennifer Hagan, HR Coordinator- Absent
Thomas Ludwig, Principal - Present
Dr. Thomas Santone, 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. APPROVE MINUTES

A. Motion by Mr. Dave Parkhill and Mr. Clarence Gunter second by to approve the Minutes of the Regular session meeting held on August 21, 2023.

B. ROLL CALL

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

All were in favor and the motion carried.

VIII. OLD BUSINESS

IX. FINANCE

A. Motion by Mr. Dave Parkhill and second by Ms. Ellen Booz to approve items 1 through 15 under Finance.

1. Recommend approval of line item transfers for the Month of August 2023. (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 2023. The Treasurer's Report and the Secretary's Reports are in agreement for the month of August 2023. (Backup L-3)
 4. Recommend approval of the bills as attached in the amount of \$434,484.93 (Back-up L-4)
 5. Recommend approval of the following payrolls (Backup L-5):
 August 15, 2023 - \$53,856.74
 August 31, 2023 - \$31,631.30
 September 15, 2023 - \$145,371.98
 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 2023. (Back-up L-6)
 8. Recommend to approve the estimate with Progreen Property Solutions in the amount of \$1,900 grounds maintenance. (Back-up L-7)
 9. Recommend to approve the proposal with CM3 in the amount of \$17,946 to supply and install a new AC Coil. (Back-up L-8)
 10. Recommend to approve the agreement with the Brookfield Schools. (Back-up L-9)
 11. Recommend to approve the proposal with Signarama in the amount of \$661.16. (Back-up L-10)
 12. Recommend to approve the proposal with South Jersey Glass and Door in the amount of \$1,735 (Back-up L-11)
 13. Recommend to approve the quote with South Jersey Glass and Door in the amount of \$1,254. (Back-up L-12)
 14. Recommend to approve the quote with South Jersey Glass and Door in the amount of \$766. (Back-up L-13)
 15. Recommend to approve the NJ High Impact Tutoring Competitive Grant in the amount of \$47,970. (Back-up L-14).
- B. ROLL CALL
 Mr. Dave Parkhill – Yes
 Ms. Ellen Booz – Yes
 Mr. Clarence Gunter -Yes

All were in favor and the motion carried.

X. POLICY UPDATES (NONE)

XI. PERSONNEL

- A. Motion by Ms. Ellen Booz and second by Mr. Clarence Gunter to approve items 1 and 2 under Personnel.
 1. Recommend approval of the staff list and salaries for the 2023-2024 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

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

All were in favor and the motion carried.

XII. FACILITIES (NONE)

XIII. 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. Thomas Ludwig or Dr. Thomas Santone
 2. Employee Handbook (Back-up SO-2)
- B. ROLL CALL
Mr. Dave Parkhill – Yes
Ms. Ellen Booz – Yes
Mr. Clarence Gunter -Yes

All were in favor and the motion carried.

XIV. SUPERINTENDENTS REPORT

- A. Motion by Mr. Dave Parkhill and second by Ms. Ellen Booz to accept the Superintendent's reports.
1. Reports as presented by Mr. Matthew Ackiewicz (S-1).
- B. ROLL CALL
Mr. Dave Parkhill – Yes
Ms. Ellen Booz – Yes
Mr. Clarence Gunter -Yes

All were in favor and the motion carried.

XV. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by Mr. Dave Parkhill and second by Mr. Clarence Gunter to accept the Executive Director's reports.
1. Report as presented by Dr. Garcia.
Dr. Garcia praised the administration for the enrollment numbers
Discussed the completion of the one grant to the school
Ms. Ellen Booz praised the progress being made in the school and endless possibilities
She is proud of the changes and being part of them on the board
- B. ROLL CALL
Mr. Dave Parkhill – Yes
Ms. Ellen Booz – Yes
Mr. Clarence Gunter -Yes

All were in favor and the motion carried.

XVI. ADJOURNMENT

- A. Motion by Mr. Dave Parkhill and second by Ms. Ellen Booz to adjourn the meeting at 5:54 PM.
- B. ROLL CALL
 - Mr. Dave Parkhill – Yes
 - Ms. Ellen Booz – Yes
 - Mr. Clarence Gunter -Yes

All were in favor and the motion carried.

- C. Next Meeting is on October 16, 2023.

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator