

**Vineland Public Charter School
Regular Board Meeting
March 27, 2023**

Convenes at 5:30 p.m. in the Cafeteria at 1480 Pennsylvania Ave, Vineland NJ 08361

- I. CALLED TO ORDER
 - A. Call to Order by the Board President 5:33 PM
- II. STATEMENT FOR THE BOARD OF TRUSTEES MEETING
 - A. Public Notice of this Meeting was advertised in the South Jersey Times and The Reminder on June 1, 2022.
- III. PLEDGE OF ALLEGIANCE
 - A. Led by Mr. Dennis Zakroff
- IV. ROLL CALL
 - A. Vanessa Phillips, President- Present
Fatma Gadalla, Trustee-Absent
Octavio Mendez, Trustee- Present
Tessa McKenna, Trustee- Present
Vanessa Bones, Trustee – Present
 - B. Also Present:
 - 1. Matthew Ackiewicz, CEO- Present
CCCSN Executive Director- Absent
CCCSN Deputy Director- Absent
Dennis Zakroff, Board Secretary/Business Administrator- Present
Christina Murphy, Treasurer- Present
Mr. Matthew Larson, Principal- Present
Mr. Joseph Zlotek, Assistant Principal-Absent
- 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 Ms. Vanessa Phillips and second by Ms. Tessa McKenna to adjourn the work session at 5:34 PM.
 - B. ROLL CALL
 - Ms. Vanessa Phillips – Yes
 - Mr. Octavio Mendez- Yes
 - Ms. Tessa McKenna- Yes
 - Ms. Vanessa Bones- Yes

All were in favor and the motion carried
- VIII. CALLED TO ORDER
 - A. Regular meeting called to order by the Board President at 5:35 PM.
 - B. ROLL CALL
 - Ms. Vanessa Phillips – Yes
 - Mr. Octavio Mendez- Yes
 - Ms. Tessa McKenna- Yes

Ms. Vanessa Bones- Yes

All were in favor and the motion carried

IX. EXECUTIVE SESSION None

X. OPEN TO PUBLIC No Public

XI. APPROVE MINUTES

A. Motion by MS. Tessa McKenna and second by to approve the Minutes of the Regular meeting held on February 27, 2023.

B. ROLL CALL

Ms. Vanessa Phillips – Yes

Mr. Octavio Mendez- Yes

Ms. Tessa McKenna- Yes

Ms. Vanessa Bones- Yes

All were in favor and the motion carried

XII. OLD BUSINESS

XIII. FINANCE

A. Motion by Ms. Vanessa Bones and second by Ms. Tessa McKenna to approve items 1 through 15 under Finance.

1. Recommend approval of line item transfers for the Month of February 2023. (Backup L-1)
2. Recommend the approval of the Board Secretary's Reports in February. 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 February 2023. The Treasurer's Report and the Secretary's Reports are in agreement for the month of February 2023. (Backup L-3)
4. Recommend approval of the February bills as attached in the amount of \$381,355.38 (Back-up L-4)
5. Recommend approval of the following payrolls (Backup L-5):
February 15, 2023 - \$129,629.7
February 28, 2023 - \$129,056.07
MARCH 15, 2023 - \$136,277.26
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 February 2023. (Back-up L-6)
8. Recommend to approve the License fee with CDK for the 2023-2024 school year. (Back-up L-7)
9. Recommend to approve the Pre-School Budget and narrative for the 2023-2024 School Year (Back-up L-8)
10. Recommend to accept and approve the Audit for the 2021-2022 School year (Back-up L-9, and see attached)
11. Recommend to accept and approve the Summary Audit Report for the 2021-2022 School year (Back-up L-9, and see attached)

12. Recommend to approve the annual contract with Progreen Property Solutions in the amount of \$12,825. (Back-up L-10)
13. Recommend to approve the quote with teaching Strategies in the amount of \$97.80 (Back-up L-11)
14. Recommend to approve the quote with Teaching Strategies for the 2023-2024 School Year in the amount of \$570.00 (Back-up L-12)
15. Recommend to approve the reimbursement to Matthew Ackiewicz in the amount of \$2500 for School Superintendent Mentoring with NJASA. (Back-up L-13)

Business Administrator informed the Board of the Food Service issue with parents having outstanding balances and the process going to collect the debt.

B. ROLL CALL

- Ms. Vanessa Phillips – Yes
- Mr. Octavio Mendez- Yes
- Ms. Tessa McKenna- Yes
- Ms. Vanessa Bones- Yes

All were in favor and the motion carried

XIV. POLICY UPDATES (NONE)

XV. PERSONNEL

- A. Motion by Ms. Tessa McKenna and second by Mr. Octavio Mendez to approve items 1 and 2 under Personnel.
 1. Recommend approval of the staff list and salaries as listed for the 2022-2023 school year. (Back-up PER-1)
 2. Recommend approval of the personnel actions as listed in the attached. (Back-up PER-2)

B. ROLL CALL

- Ms. Vanessa Phillips – Yes
- Mr. Octavio Mendez- Yes
- Ms. Tessa McKenna- Yes
- Ms. Vanessa Bones- Yes

All were in favor and the motion carried

XVI. FACILITIES (None)

XVII. SCHOOL OPERATIONS

- A. Motion by Ms. Vanessa Bones and second by Ms. Vanessa Phillips to accept the Principal's reports.
 1. Reports as presented by Mr. Matthew Larson.

B. ROLL CALL

- Ms. Vanessa Phillips – Yes
- Mr. Octavio Mendez- Yes
- Ms. Tessa McKenna- Yes
- Ms. Vanessa Bones- Yes

All were in favor and the motion carried

XVIII. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by Ms. Tessa McKenna and second by Ms. Vanessa Bones to accept the Executive Director's reports.
 1. Reports as presented by Mr. Matthew Ackiewicz.

In the process of preparing for next school year
We will be having the summer enrichment program
Working on a facilities' plan with new facilities manager Brian George
Working on recruiting for next year for both students and staff and the hiring of human resource coordinator Jennifer Hagan

B. ROLL CALL

Ms. Vanessa Phillips – Yes
Mr. Octavio Mendez- Yes
Ms. Tessa McKenna- Yes
Ms. Vanessa Bones- Yes

All were in favor and the motion carried

XIX. ADJOURNMENT

- A. Motion by Ms. Vanessa Phillips and second by Mr. Octavio Mendez to adjourn the meeting at 6:05 PM.
- B. Next Meeting is on April 24, 2023
- C. ROLL CALL
Ms. Vanessa Phillips – Yes
Mr. Octavio Mendez- Yes
Ms. Tessa McKenna- Yes
Ms. Vanessa Bones- Yes

All were in favor and the motion carried