

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

**Convenes at 6:00 p.m. in the in the Cafeteria at 1480 Pennsylvania Ave, Vineland NJ 08361**

- I. CALLED TO ORDER
  - A. Call to Order by the Board President 6:00 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 November 26, 2023.
- 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-Absent  
Vanessa Bones, Trustee -Present
  - 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 -Absent  
Jennifer Hagan, HR Coordinator-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. No public present
- VII. APPROVE MINUTES
  - A. Motion by Mr. Octavio Mendez and second by Ms. Vanessa Bones to approve the Minutes of the Regular session meeting held on October 16, 2023.
  - B. ROLL CALL
    - Ms. Vanessa Phillips- Yes
    - Mr. Octavio Mendez- Yes
    - Ms. Vanessa Bones- Yes

All were in favor and the motion carried.
- VIII. OLD BUSINESS (NONE)
- IX. FINANCE
  - A. Motion by Ms. Vanessa Phillips and second by Mr. Octavio Mendez to approve items 1 through 16 under Finance.
    - 1. Recommend approval of line item transfers for the Month of October 2023. (Backup L-1)

2. Recommend the approval of the Board Secretary's Reports in October. 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 October 2023. The Treasurer's Report and the Secretary's Reports are in agreement for the month of October 2023. (Backup L-3)
4. Recommend approval of the bills as attached in the amount of \$498,325.12 (Backup L-4)
5. Recommend approval of the following payrolls (Backup L-5)  
October 15, 2023 - \$149,561.58  
October 31, 2023 - \$149,005.84
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 October 2023. (Back-up L-6)
8. Recommend to approve the renewal invoice with Clements Education in the amount of \$3,000. (Back-up L-7)
9. Recommend to approve the proposal with South Jersey Glass in the amount of \$1,630. (Back-up L-8)
10. Recommend to approve the quote with STS Education in the amount of \$3,134. (Back-up L-9)
11. Recommend to approve the agreement with Brookfield Schools. (Back-up L-10)
12. Recommend to approve the Annual Charter School Fiscal Questionnaire. (Back-up L-11)
13. Recommend to approve the lease agreement with Pure Berry CO LLC starting January 1, 2024, and ending December 31, 2034. Rent shall be \$1000 annually. (Back-up L-12)
14. Recommend to approve the training for Christine Howell (PIRS) in the amount of \$1,100 (Backup L-13)
15. Recommend to approve Go Guardian Subscription for the year in the amount of \$10,490 for all three schools (L-14)
16. Recommend to approve Web School Tools 1-year subscription in the amount of \$750 for all three schools (L-15)

**B. ROLL CALL**

Ms. Vanessa Phillips- Yes  
Mr. Octavio Mendez- Yes  
Ms. Vanessa Bones- Yes

All were in favor and the motion carried.

**X. POLICY UPDATES (See Attached)**

A. Motion by Mr. Octavio Mendez and second by Ms. Vanessa Phillips to approve item 1 under Policy Updates.

1. Second Reading and Adoption of:
  - P 1524 School Leadership Councils (Abolished)
  - P & R 1642.01 Sick Leave (New)
  - P 2270 Religion in the Schools (Revised)
  - P & R 2419 School Threat Assessment Teams (M) (New)
  - P 3161 Examination for Cause (Revised)
  - P & R 3212 Attendance (M) (Revised)

- P 3324 Right of Privacy (Revised)
- P & R 3432 Sick Leave (Abolished)
- P 4161 Examination for Cause (Revised)
- P & R 4212 Attendance (M) (Revised)
- P 4324 Right of Privacy (Revised)
- P & R 4432 Sick Leave (Abolished)
- P & R 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
- P & R 5116 Education of Homeless Children and Youths (Revised)
- P & R 5460.02 Bridge Year Pilot Program (M) (Abolished)
- P 6361 Relations With Vendors for Abbott Districts (Abolished)
- P 8500 Food Services (M) (Revised)
- P 8540 School Nutrition Programs (M) (Abolished)
- P 8550 Meal Charges/Outstanding Food Service Bill (M) (Abolished)

B. ROLL CALL

- Ms. Vanessa Phillips- Yes
- Mr. Octavio Mendez- Yes
- Ms. Vanessa Bones- Yes

All were in favor and the motion carried.

XI. PERSONNEL

- A. Motion by Ms. Vanessa Bones and second by Ms. Vanessa Phillips 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

- Ms. Vanessa Phillips- Yes
- Mr. Octavio Mendez- Yes
- Ms. Vanessa Bones- Yes

All were in favor and the motion carried.

XII. FACILITIES (NONE)

XIII. SCHOOL OPERATIONS

- A. Motion by Ms. Vanessa Phillips and second by Ms. Vanessa Bones to accept the Principal's reports.

1. Reports as presented by Mr. Matthew Larson
2. Three-Year Preschool Program Operation Plan (Back-up SO-2)
3. HIB Report for the 2022-2023 School Year (SO-3)

ROLL CALL

- Ms. Vanessa Phillips- Yes
- Mr. Octavio Mendez- Yes

- B. Ms. Vanessa Bones- Yes

All were in favor and the motion carried.

XIV. SUPERINTENDENTS REPORT

- A. Motion by Mr. Octavio Mendez and second by Ms. Vanessa Phillips to approve the Superintendent's Report.

1. Reports as presented by Mr. Matthew Ackiewicz (S-1).

Stated the site survey for the Pole-barn was completed  
Being Administrative observations has begun  
Looking forward to all the activities in December

B. ROLL CALL

Ms. Vanessa Phillips- Yes  
Mr. Octavio Mendez- Yes  
Ms. Vanessa Bones- Yes

All were in favor and the motion carried.

XV. EXECUTIVE DIRECTOR'S REPORT

A. Motion by Ms. Vanessa Bones and second by Ms. Vanessa Phillips to accept the Executive Director's reports.

1. Report as presented by Dr. Garcia.

Stated the Acting Commissioner of Education has resigned from her position.

We will have to wait and see who is selected to replace her.

Discussed more details about the farmer and additional acres

B. ROLL CALL

Ms. Vanessa Phillips- Yes  
Mr. Octavio Mendez- Yes  
Ms. Vanessa Bones- Yes

All were in favor and the motion carried.

XVI. ADJOURNMENT

A. Motion by Ms. Vanessa Phillips and second by Mr. Octavio Mendes to adjourn the meeting at 6:35 PM.

B. ROLL CALL

Ms. Vanessa Phillips- Yes  
Mr. Octavio Mendez- Yes  
Ms. Vanessa Bones- Yes

All were in favor and the motion carried.

C. Next Meeting is on December 18, 2023.

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator