

**Vineland Public Charter School  
Regular Board Meeting  
December 16, 2024**

**Convenes at 6:45 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 6:49 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 24, 2024.
- 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  
Will Palmer, Trustee- Present  
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 - Present  
Edward Avena, Comptroller- Absent  
Joseph Keyek, Facilities Manager- Present  
Jennifer Hagan, HR Coordinator- Present  
Mr. Matthew Larson, Principal- Present  
Mr. Joseph Zlotek, Assistant Principal – Present
- V. REVIEW OF AGENDA
  - A. Questions on agenda items- No questions
- VI. OPEN TO THE PUBLIC
  - 1. The public may ask questions pertaining to agenda items only.
- VII. RECOMMENDATION TO THE BOARD OF TRUSTEES
  - A. Motion by Ms. Vanessa Phillips and second by Mr. Octavio Mendez to approve items 1 and 2 under Recommendation to the Board of Trustees.
    - 1. Recommend to remove Tessa McKenna as Board Member
    - 2. Recommend to approve the appointment of Will Palmer as a Board Member
  - B. ROLL CALL
    - Ms. Vanessa Phillips- Yes
    - Mr. Octavio Mendez- Yes
    - Ms. Vanessa Bones -Yes

All were in favor and the motion carried.

VIII. EXECUTIVE SESSION Not Required

IX. APPROVE MINUTES

- A. Motion by Ms. Vanessa Bones and second by Mr. Octavio Mendez to approve the Minutes of the Regular session meeting held on November 18, 2024.
- B. ROLL CALL
  - Ms. Vanessa Phillips – Yes
  - Mr. Octavio Mendez- Yes
  - Ms. Vanessa Bones- Yes
  - Mr. William Palmer – Yes

All were in favor and the motion carried

X. OLD BUSINESS (NONE)

XI. FINANCE

- A. Motion by Mr. William Palmer and second by Mr. Octavio Mendez to approve items 1 through 10 under Finance.
  - 1. Recommend approval of line item transfers for the Month of November 2024. (Backup L-1)
  - 2. Recommend the approval of the Board Secretary's Reports in November. 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 November 2024. The Treasurer's Report and the Secretary's Reports are in agreement for the month of November 2024. (Backup L-3)
  - 4. Recommend approval of the June bills as attached in the amount of \$546,929.79 (Back-up L-4)
  - 5. Recommend approval of the following payrolls (Backup L-5)
    - November 15, 2024 - \$152,668.63
    - November 30, 2024 - \$151,856.40
  - 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 July 2024. (Back-up L-6)
  - 8. Recommend to approve the proposal with South Jersey Glass in the amount of \$1,243.62 for Glass replacement and disposal. (Back-up L-7)
  - 9. Recommend to approve proposal from D.D.S in the amount of \$5,350.00 for Shingle roof repair. (Back-up L-8)
  - 10. Recommend to approve the travel voucher of Kathy Turcotte in the amount of \$32.83 (Back-up L-9)

- B. ROLL CALL
  - Ms. Vanessa Phillips – Yes
  - Mr. Octavio Mendez- Yes
  - Ms. Vanessa Bones- Yes
  - Mr. William Palmer – Yes

All were in favor and the motion carried

## XII. POLICY UPDATES (None)

## XIII. 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 2024-2025 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
  - Mr. William Palmer – Yes

All were in favor and the motion carried

## XIV. FACILITIES

- A. Motion by Mr. William Palmer and second by Ms. Vanessa Bones to approve item 1 under Facilities.
  - 1. Reports as presented by Mr. Joseph Keyek.
- B. ROLL CALL
  - Ms. Vanessa Phillips – Yes
  - Mr. Octavio Mendez- Yes
  - Ms. Vanessa Bones- Yes
  - Mr. William Palmer – Yes

All were in favor and the motion carried

## XV. SCHOOL OPERATIONS

- A. Motion by Ms. Vanessa Bones and second by Mr. Octavio Mendez to accept the Principal's reports.
  - 1. Reports as presented by Mr. Matthew Larson or Mr. Joe Zlotek.
- B. ROLL CALL
  - Ms. Vanessa Phillips – Yes
  - Mr. Octavio Mendez- Yes
  - Ms. Vanessa Bones- Yes
  - Mr. William Palmer – Yes

All were in favor and the motion carried

#### XVI. SUPERINTENDENTS REPORT

- A. Motion by Ms. Vanessa Phillips and second by Mr. Octavio Mendez to approve the Superintendent's Report.
  - 1. Reports as presented by Mr. Matthew Ackiewicz. (S-1)  
Relayed important dates for programs coming up  
The combined MPCS and VPCS Musical Finding Nemo had standing room only each night  
Listed and spoke about the instructional leads of the district  
Professional development programs and preparing for state testing  
Central Office and Administrative teams had meetings preparing for next school year.  
Discussed the open positions
- B. ROLL CALL  
Ms. Vanessa Phillips – Yes  
Mr. Octavio Mendez- Yes  
Ms. Vanessa Bones- Yes  
Mr. William Palmer – Yes

All were in favor and the motion carried

#### XVII. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by Mr. Octavio Mendez and second by Ms. Vanessa Bones to accept the Executive Director's reports.
  - 1. Report as presented by Dr. Garcia.  
Wished everyone a Happy Holiday  
Looking at either doing an addition verses a pole barn
- B. ROLL CALL  
Ms. Vanessa Phillips – Yes  
Mr. Octavio Mendez- Yes  
Ms. Vanessa Bones- Yes  
Mr. William Palmer – Yes

All were in favor and the motion carried

#### XVIII. ADJOURNMENT

- A. Motion by Ms. Vanessa Bones and second by Mr. Octavio Mendez to adjourn the meeting at 7:13 PM.
- B. ROLL CALL  
Ms. Vanessa Phillips – Yes  
Mr. Octavio Mendez- Yes  
Ms. Vanessa Bones- Yes  
Mr. William Palmer – Yes

All were in favor and the motion carried

- C. Next Meeting is on January 27, 2025.

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator