**Vineland Public Charter School  
Regular Board Meeting  
May 23, 2022  
Convenes at 5:30 p.m. in the Cafeteria at 1480 Pennsylvania Ave, Vineland NJ 08361**

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| I. | CALLED TO ORDER | | |
|  | A. | Call to Order by the Board President 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 and the Reminder on June 17, 2021. | |
| 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 | |
|  | B. | Also Present: | |
|  |  | 1. | Kim Garcia, CEO -Present CCCSN Executive Director -Present  CCCSN Deputy Director -Present Dennis Zakroff, Board Secretary/Business Administrator -Present Christina Murphy, Treasurer -Present Brian Caulford, Comptroller -Absent Matthew Larson, Principal -Present Joseph Zlotek, Assistant Principal -Present Annemarie Lucchesi, Bookkeeper- 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 Mr. Octavio Mendez to adjourn the work session at 5:36 PM. | |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes  Mr. Octavio Mendez- Yes  Ms. Tessa McKenna- Yes  All are in favor and the motion carried | |
| VIII. | CALLED TO ORDER | | |
|  | A. | Regular meeting called to order by the Board President at 5:36 PM. | |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes  Mr. Octavio Mendez- Yes  Ms. Tessa McKenna- Yes  All are in favor and the motion carried | |
| IX. | APPROVE MINUTES | | |
|  | A. | Motion by Mr. Octavio Mendez and second by Ms. Tessa McKenna to approve the Minutes of the Regular and Executive session meetings held on April 25, 2022. | |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes  Mr. Octavio Mendez- Yes  Ms. Tessa McKenna- Yes  All are in favor and the motion carried | |
| X. | BOARD OPERATIONS | | |
|  | A. | Motion by Ms. Vanessa Phillips and second by Ms. Tessa McKenna to approve item 1 under Board Operations. | |
|  |  | 1. | July 25  August 22  September 26  October 24  November 21  December 19  January 23  February 27  March 27  April 24  May 8  June 19 |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes  Mr. Octavio Mendez- Yes  Ms. Tessa McKenna- Yes  All are in favor and the motion carried | |
| XI. | OLD BUSINESS | | |
| XII. | FINANCE | | |
|  | A. | Motion by Mr. Octavio Mendez and second by Ms. Tessa McKenna to approve items 1 through 28 under Finance. | |
|  |  | 1. | Recommend approval of line item transfers for the Month of April 2022. (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 2022. 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 materials 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 2022. The Treasurer's Report and the Secretary's Reports are in agreement for the month of April 2022.(Backup materials L-3) |
|  |  | 4. | Recommend approval of the bills as attached in the amount of $454,372.50. |
|  |  | 5. | Recommend approval of the following payrolls (Backup L-5):  April 15, 2022 - $118,578.73  April 30, 2022 - $117,755.90  May 15, 2022 - $119,309.23 |
|  |  | 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 April 2022. (Backup L-6) |
|  |  | 8. | Recommend to approve the proposal with Southern Coastal for the 2022-2023 School Year. (Back-up L-7) |
|  |  | 9. | Recommend to approve the quote with CDK for the annual License Fee in the amount of $4,690. (Backup -L-8) |
|  |  | 10. | Recommend to approve for the Memorandum from the New Jersey Public Charter Schools Association, in reference to updated Membership dues for the 2022-2023 school year. (Informational purposes only). (Back-up L-9). |
|  |  | 11 | Recommend to approve the contract with Salem County Special Services School District for the 2022-2023 School Year. (Back-up L-8) |
|  |  | 12. | Recommend approval for the tuition reimbursement for Mrs. Howell. (Back-up L-9) |
|  |  | 13. | Recommend to approve the Southern Coastal and VSP contract rates for 2022-2024 School Year. (Back-up L-10) |
|  |  | 14. | Recommend to approve the proposal with Struass Esmay in the amount of $4,340.00 for the 2022-2023 school year. (Back-up L-11) |
|  |  | 15. | Recommend to approve the agreement with Professional Medical Staffing, LLC. (Back-up L-12) |
|  |  | 16. | Recommend to approve the service agreement with Viking Pest Control in the amount of $180.00 (monthly) (Back-up L-13) |
|  |  | 17. | Recommend to approve the contract with Capehart Scatchhard for the 2022-2023 school year. (Back-up L-14) |
|  |  | 18. | Recommend to approve the Board Resolution to appoint School Business Administrator, Dennis Zakroff, as the School Alliance Insurance Fund Commissioner. (Back-up L-15). |
|  |  | 19. | Recommend to approve the processing fee with CASA for July 1, 2022- June 30, 2023 (Back-up L-16) |
|  |  | 20. | Recommend to approve the proposal with Stockton University in the amount of $1,456 for the 2022-2023 school year (Back-up L-17) |
|  |  | 21. | Recommend to approve the proposal with Positive Behavior Support for the 2022-2023 School Year. (Back-up L-18). |
|  |  | 22. | Recommend to approve the agreement with the YMCA for the 2022-2023 school year. (Back-up L-20) |
|  |  | 23. | Recommend to approve the proposal with Freedom Entertainment in the amount of &780.00 for the 2022-2023 school year. (Back-up L-21) |
|  |  | 24. | Recommend to approve the contract with Marzano in the amount of $3,300 for the 2022-2023 (Back-up L-22) |
|  |  | 25. | To award Bowman and Company audit contract for FY2022 thru a non-fair and open process and to acknowledge receipt and review of our unmodified external peer review report which is included as Appendix 1 of the enclosed contract. Attached is engagement letter and contract (Back-up L-23) |
|  |  | 26. | Recommend to approve the proposal with Salem County Special Services for Occupational Therapy for the 2022-2023 school year (Back-up L-24) |
|  |  | 27. | Recommend to approve to renew Millville Public Charter Schools agreements to consolidate the school nutrition programs and act as the managing entity for food services for Vineland Public Charter School and Bridgeton Public Charter School in 2022-2023 |
|  |  | 28. | Recommend to approve Mr. Matthew Larson as the Affirmative Action Officer and Dennis Zakroff as the Alternate Contact Person for the Comprehensive Equity Plan. |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes  Mr. Octavio Mendez- Yes  Ms. Tessa McKenna- Yes  All are in favor and the motion carried | |
| XIII. | POLICY UPDATES | | |
|  | A. | Motion by Mr. Octavio Mendez and second by Ms. Tessa McKenna to approve item 1 under Policy. | |
|  |  | 1. | First Reading of Policy Alert #227. (See Attached)  1648.15 Recordkeeping for Healthcare Settings in School Buildings Covid-19  2415.04 Title I District Wide Parent and Family Engagement  2415.50 Title I School Parent and Family Engagement  2417 Student Intervention and Referral Services  3161 Examination for Cause  4161 Examination for Cause  5512 Harassment, Intimidation, and bullying  7410 Maintenance and Repair  8420 Emergency and Crisis Situations  9320 Cooperation with Law Enforcement Agencies |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes  Mr. Octavio Mendez- Yes  Ms. Tessa McKenna- Yes  All are in favor and the motion carried | |
| XIV. | PERSONNEL | | |
|  | A. | Motion by Ms. Vanessa Phillips and second by Ms. Tessa McKenna to approve items 1 and 2. under Personnel. | |
|  |  | 1. | Recommend approval of the staff list and salaries for the 2021-2022 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. Tessa McKenna- Yes  All are in favor and the motion carried | |
| XV. | FACILITIES (NONE) | | |
| XVI. | SCHOOL OPERATIONS | | |
|  | A. | Motion by Ms. Vanessa Phillips and second by Ms. Tessa McKenna to accept the Principal's reports. | |
|  |  | 1. | Reports as presented by Mr. Matthew Larson or Mr. Joseph Zlotek |
|  |  | 2. | Recommend to approve the proposed field trips. (Back-up S0-2) |
|  |  | 3. | Student transitioning into Homeschool. (S0-3) |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes  Mr. Octavio Mendez- Yes  Ms. Tessa McKenna- Yes  All are in favor and the motion carried | |
| XVII. | EXECUTIVE DIRECTOR'S REPORT | | |
|  | A. | Motion by Ms. Vanessa Phillips and second by Mr. Octavio Mendez to accept the Executive Director's reports. | |
|  |  | 1. | Report as presented by Mrs. Garcia.  Pre-K classed closed for Covid -19  State testing going on  Summer School Program July 6 through August 4th  9:00 am to 12:00 PM. Tuesday, Wednesday, Thursday  New playground equipment has been ordered  Reach out to SRO to remind students about Social Media |
|  |  | 2. | Report on School Demographics. (Back-up E-1) |
|  |  | 3. | HIB Report Score |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes  Mr. Octavio Mendez- Yes  Ms. Tessa McKenna- Yes  All are in favor and the motion carried | |
| XVIII. | ADJOURNMENT | | |
|  | A. | Motion by Ms. Vanessa Phillips and second by Ms. Tessa McKenna to adjourn the meeting at \_\_\_\_\_6:20 PM. | |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes  Mr. Octavio Mendez- Yes  Ms. Tessa McKenna- Yes  All are in favor and the motion carried | |
|  | C. | Next Meeting is on June 20, 2022. | |

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator