

**Vineland Public Charter School
Regular Board Meeting Minutes
May 11, 2026**

Convenes at 6:45 pm in the Cafeteria at 1480 Pennsylvania Ave, Vineland NJ 08361

I. CALLED TO ORDER

- A. Call to Order by the Board President 6:47 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 27, 2025.

III. PLEDGE OF ALLEGIANCE

- A. Led by Mr. Dennis Zakroff

IV. ROLL CALL

- A. Vanessa Phillips, President- Present
Will Palmer, Vice President-Absent
Fatma Gadalla, Trustee-Absent
Octavio Mendez, Trustee-Present
Vanessa Bones, Trustee-Present
- B. Also Present:
1. Matthew Ackiewicz, Superintendent -Present
CCCSN Executive Director- Present
CCCSN Deputy Director-Present
Dr. Valerie James, Chief Academic Officer-Absent
Dennis Zakroff, Board Secretary/Business Administrator-Present
Christina Murphy, Treasurer -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 No questions

VI. OPEN TO THE PUBLIC

1. The public may ask questions pertaining to agenda items only. No public

VII. Executive Session

- A. Motion by Ms. Vanessa Bones and second by Ms. Vanessa Phillips to enter Executive Session at 6:49 PM concerning Personal Matters - Staff renewals for the 2026-2027 school year.
- B. ROLL CALL
Ms. Vanessa Phillips- Yes
Mr. Octavio Mendez- Yes
Ms. Vanessa Bones – Yes

All were in favor and the motion carried

- C. Motion by Mr. Octavio Mendez and second by Ms. Vanessa Bones to return to regular session at 6:56 PM.
- D. ROLL CALL
 - Ms. Vanessa Phillips- Yes
 - Mr. Octavio Mendez- Yes
 - Ms. Vanessa Bones – Yes

All were in favor and the motion carried

VIII. Motion by Ms. Vanessa Bones and second by Ms. Vanessa Phillips to approve the Superintendent's recommendations for Staff Renewals for the 2026-2027 school year and staff non-renewals.

- A. ROLL CALL
 - Ms. Vanessa Phillips- Yes
 - Mr. Octavio Mendez- Yes
 - Ms. Vanessa Bones – Yes

All were in favor and the motion carried

IX. RECOMMENDATION TO THE BOARD OF TRUSTEES

- A. Motion by Mr. Octavio Mendez and second by Ms. Vanessa Bones to approve item 1 under Recommendation for the Board of Trustees.
 - 1. Recommend approval of the following dates for the Board of Trustees meetings for the 2026-2027 school year. All meetings will begin at 6:45pm in the VPCS Cafeteria Room.
- B. ROLL CALL
 - Ms. Vanessa Phillips- Yes
 - Mr. Octavio Mendez- Yes
 - Ms. Vanessa Bones – Yes

All were in favor and the motion carried

X. 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 April 27, 2026.
- B. ROLL CALL
 - Ms. Vanessa Phillips- Yes
 - Mr. Octavio Mendez- Yes
 - Ms. Vanessa Bones – Yes

All were in favor and the motion carried

XI. OLD BUSINESS (NONE)

XII. FINANCE

- A. Motion by Ms. Vanessa Phillips and second by Ms. Vanessa Bones to approve items 1 through 14 under Finance.
 - 1. Recommend approval of line-item transfers for the Month of April 2026. (Backup L-1)
 - 2. Recommend the approval of the Board Secretary's Reports in April. 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 April 2026. The Treasurer's Report and the Secretary's Reports are in agreement for the month of April 2026. (Backup L-3)
 4. Recommend approval of the April bills as attached in the amount of \$450,016.57 (Back-up L-4)
 5. Recommend approval of the following payrolls (Backup L-5)
April 15, 2026 - \$154,778.45
April 30, 2026 - \$153,220.24
 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 proposal from Interstate Tax Service to increase the membership fee from \$83.00 to \$91.00 for the 2026-2027 school year through 2029. (Back-up L-7)
 8. Recommend to approve the invoice from NJHS to renew our membership in the amount of \$385.00. (Back-up L-8)
 9. Recommend to approve the invitation from Strauss Esmay to the 38th annual Educational Policy & School Law Seminar. (Back-up L-9)
 10. Recommend to approve the quote from CDK Systems in the amount of \$4,562.00. (Back-up L-10)
 11. Recommend to approve the renew of Millville Public Charter School's agreements to consolidate the school nutrition program. (Back-up L-11)
 12. Recommend to approve the proposal from Multi-Temp Mechanical for furnish & heater repairs in the amount of \$31,434.49. (Back-up L-12)
 13. Recommend to approve the renewal of the Commercial Accident & Health Policy (PRIMARY) for the 2026-2027 school year. (Back-up L-13)
 14. Recommend to approve the renewal of the Commercial Accident & Health Policy (CATASTROPHE) for the 2026-2027 school year. (Back-up L-14)
- B. ROLL CALL
Ms. Vanessa Phillips- Yes
Mr. Octavio Mendez- Yes
Ms. Vanessa Bones – Yes

All were in favor and the motion carried

XIII. POLICY UPDATES

- A. Motion by Ms. Vanessa Bones and second by Mr. Octavio Mendez to approve item 1 under Policy.
 1. The First Reading of Policy 237
- B. ROLL CALL
Ms. Vanessa Phillips- Yes
Mr. Octavio Mendez- Yes
Ms. Vanessa Bones – Yes

All were in favor and the motion carried

XIV. PERSONNEL

- A. Motion by Ms. Vanessa Bones and second by Mr. Octavio Mendez to approve items 1 and 2 under Personnel.
 - 1. Recommend approval of the staff list for the 2025-2026 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

XV. FACILITIES

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

All were in favor and the motion carried

XVI. SCHOOL OPERATIONS

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

All were in favor and the motion carried

XVII. SUPERINTENDENTS REPORT

- A. Motion by Mr. Octavio Mendez and second by Ms. Vanessa Bones to approve the Superintendent's Report.
 - 1. Reports as presented by Mr. Matthew Ackiewicz. (S-1)
 - Mr. Ackiewicz talked about NJSLA testing continuing, working on projects for next year, and working on the end of the year of events. Also, looking at other activities for student to attract more families to the school.
- B. ROLL CALL
 - Ms. Vanessa Phillips- Yes
 - Mr. Octavio Mendez- Yes
 - Ms. Vanessa Bones – Yes

All were in favor and the motion carried

XVIII. 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.
 - Dr. Garcia asked about the size of the potential gym expansion and discussion about using precast walls.
- B. ROLL CALL
 - Ms. Vanessa Phillips- Yes
 - Mr. Octavio Mendez- Yes
 - Ms. Vanessa Bones – Yes

All were in favor and the motion carried

XIX. ADJOURNMENT

- A. Motion by Ms. Vanessa Bones and second by Mr. Octavio Mendez to adjourn the meeting at 7:23 PM.
- B. Next Meeting is on June 15, 2026.
- C. ROLL CALL
 - Ms. Vanessa Phillips- Yes
 - Mr. Octavio Mendez- Yes
 - Ms. Vanessa Bones – Yes

All were in favor and the motion carried

Respectfully submitted,

Dennis Zakroff

School Business Administrator/Board Secretary