

**Vineland Public Charter School  
Regular Board Meeting  
April 15, 2024**

**Convenes at 6:45p.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 6:51 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 29, 2023.

III. PLEDGE OF ALLEGIANCE

A. Led by Mr. Dennis Zakroff

IV. ROLL CALL

A. Vanessa Phillips, President- Present  
Fatma Gadalla, Trustee- Present  
Octavio Mendez, Trustee- Absent  
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-Present  
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

VI. OPEN TO PUBLIC

1. The public may ask questions pertaining to agenda items only.

VII. APPROVE MINUTES

A. Motion by Ms. Vanessa Bones and second by Ms. Fatma Gadalla to approve the Minutes of the Regular session meeting held on March 18, 2024.

B. ROLL CALL

Ms. Vanessa Phillips  
Ms. Fatma Gadalla  
Ms. Vanessa Bones

All were in favor and the motion carried.

VIII. OLD BUSINESS (NONE)

## IX. FINANCE

- A. Motion by Ms. Fatma Gadalla and second by Ms. Vanessa Bones to approve items 1 through 20 under Finance.
1. Recommend approval of line item transfers for the Month of March 2024. (Backup L-1)
  2. Recommend the approval of the Board Secretary's Reports in March. 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 March 2024. The Treasurer's Report and the Secretary's Reports are in agreement for the month of March 2024. (Backup L-3)
  4. Recommend approval of the bills as attached in the amount of \$480,253.54 (Back-up L-4)
  5. Recommend approval of the following payrolls (Backup L-5)  
March 15 15, 2024 - \$151,876.18  
March 31, 2024 - \$147,936.62  
April 15, 2024 - \$144,732.37
  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 March 2024. (Back-up L-6)
  8. Recommend to approve the quote with Brightly Software in the amount of \$1,265 for Helpdesk for the 2024-2025 school year. (Back-up L-7)
  9. Recommend to approve the quote with Brightly Software in the amount of \$3,100.99 for the maintenance system for the 2024-2025 school year. (Back-up L-8)
  10. Recommend to approve the agreement with Professional Medical Staffing for the 2024-2025 school year. (Back-up L-9)
  11. Recommend to approve the appointment of Dennis Zakroff as the Risk Management Consultant. (Back-up L-10)
  12. Recommend to approve the invoice with ESS in the amount of \$680.00 for monitoring the Panic button alarm system from April 2024-April 2025. (Back-up L-11)
  13. Recommend to approve the quote with Instructional Empowerment for iObservation for the 2024-2025 school year in the amount of \$5,000.00. (Back-up L-12)
  14. Recommend to approve invoice with Make Math Moments in the amount of \$339.00 for the 2024-2025 school year. (Back-up L-13)
  15. Recommend to approve the agreement with Complete Care for the 2024-2025 school year for Student Health Solutions. (Back-up L-14)
  16. Recommend to approve the proposal with Link-it for the 2024-2025 school year in the amount of \$29,422. (Back-up L-15)
  17. Recommend to approve the proposal with Epic Environmental for Survey Preparation in the and amount of \$345.00. (Back-up L-16)
  18. Recommend to approve the proposal with Epic Environmental for Lead in Water sampling. (Back-up L-17)
  19. Recommend to approve the quote with Acadience for the 2024-2025 school year in the amount of \$210.00. (Back-up L-18)

20. Recommend to approve the agreement with E2E Exchange services for the 2024-2025 school year. (Back-up L-19)

- B. ROLL CALL  
Ms. Vanessa Phillips  
Ms. Fatma Gadalla  
Ms. Vanessa Bones

All were in favor and the motion carried.

#### X. POLICY UPDATES (None)

#### XI. PERSONNEL

- A. Motion by Ms. Vanessa Bones and second by Ms. Fatma Gadalla 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  
Ms. Fatma Gadalla  
Ms. Vanessa Bones

All were in favor and the motion carried.

#### XII. FACILITIES

- A. Motion by Ms. Vanessa Phillips and second by Ms. Vanessa Bones to approve item 1 under Facilities.
  - 1. Reports as presented by Mr. Joseph Keyek.
    - Working on the plans for the pole-barn and costs
    - Working on the roof leaks issue checking on warranty
    - New carpet was installed in the main office over Spring Break
- B. ROLL CALL  
Ms. Vanessa Phillips  
Ms. Fatma Gadalla  
Ms. Vanessa Bones

All were in favor and the motion carried.

#### XIII. SCHOOL OPERATIONS

- A. Motion by Ms. Vanessa Bones and second by Ms. Fatma Gadalla to accept the Principal's reports.
  - 1. Reports as presented by Mr. Matthew Larson or Mr. Joseph Zlotek.
- B. ROLL CALL  
Ms. Vanessa Phillips  
Ms. Fatma Gadalla  
Ms. Vanessa Bones

All were in favor and the motion carried.

#### XIV. SUPERINTENDENTS REPORT

- A. Motion by Ms. Vanessa Phillips and second by Ms. Vanessa Bones to approve the Superintendent's Report.
  - 1. Reports as presented by Mr. Matthew Ackiewicz. (S-1)
    - Preparing for the NJSLA testing
    - Working on staffing and enrollment for the 2024-25 school year
    - 1<sup>st</sup> estimate for the pole-barn is between \$460,000 to \$700,000
- B. ROLL CALL
  - Ms. Vanessa Phillips
  - Ms. Fatma Gadalla
  - Ms. Vanessa Bones

All were in favor and the motion carried.

#### XV. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by Ms. Fatma Gadalla and second by Ms. Vanessa Bones to accept the Executive Director's reports.
  - 1. Report as presented by Dr. Garcia.
    - Asked how many NJHS 7<sup>th</sup> graders went on the CCTEC?
    - Talked about pole-barn costs
- B. ROLL CALL
  - Ms. Vanessa Phillips
  - Ms. Fatma Gadalla
  - Ms. Vanessa Bones

All were in favor and the motion carried.

#### XVI. ADJOURNMENT

- A. Motion by Ms. Vanessa Phillips and second by Ms. Fatma Gadalla to adjourn the meeting at 7:15 PM.
- B. ROLL CALL
  - Ms. Vanessa Phillips
  - Ms. Fatma Gadalla
  - Ms. Vanessa Bones
- C. Next Meeting is on May 13, 2024.

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator