Vineland Public Charter School
Regular Board Meeting Minutes
August 17, 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 7:06 PM

II. STATEMENT FOR THE BOARD OF TRUSTEES MEETING
   A. Public Notice of this Meeting was advertised on our website

III. PLEDGE OF ALLEGIANCE
   A. Led by Mr. Dennis Zakroff

IV. ROLL CALL
   A. Vanessa Phillips, President- Present
      Will Palmer, Trustee- Absent
      Fatma Gadalla, Trustee-Absent
      Octavio Mendez, Trustee-Present
      Vanessa Bones, Vice-President- Present
   B. Also Present:
      1. Matthew Ackiewicz, Superintendent - Present
         CCCSN Executive Director- Present
         CCCSN Deputy Director- Present
         Matthew Larson, Chief Academic Officer- Present
         Dennis Zakroff, Board Secretary/Business Administrator- Present
         Christina Murphy, Treasurer -Present
         Joseph Keyek, Facilities Manager-Present
         Jennifer Hagan, HR Coordinator- Present
         Mr. Joseph Zlotek, Principal-Present
         Ms. Morgan Frazier, Assistant Principal-Absent

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. RECOMMENDATION TO THE BOARD OF TRUSTEES
   A. Motion by Mr. Octavio Mendez and second by Ms. Vanessa Bones to approve the below Board of Trustee personal change.
      1. Recommendation to the Board of Trustees to accept the resignation of Mr. William Palmer from the Board of Trustees.
   B. ROLL CALL
      Ms. Vanessa Phillips-Yes
      Mr. Octavio Mendez- Yes
      Ms. Vanessa Bones – Yes

      All were in favor and the motion carried

VIII. 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 June 17, 2026.
   B. ROLL CALL

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

All were in favor and the motion carried

IX. OLD BUSINESS (NONE)

X. FINANCE

A. Motion by Ms. Vanessa Bones and second by Mr. Octavio Mendez to approve items 1 through 30 under Finance.

1. Recommend approval of line-item transfers for the Month of June 2026. (Backup L-1)
2. Recommend the approval of the Board Secretary's Reports in June. 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 June 2026. The Treasurer's Report and the Secretary's Reports are in agreement for the month of June 2026. (Backup L-3)
4. Recommend approval of the June bills as attached in the amount of $679,807.62 (Back-up L-4)
5. Recommend approval of the following payrolls (Backup L-5)
   June 15, 2026 - $184,037.80
   June 30, 2026 - $156,738.06
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. (Back-up L-6)
7. Recommend approval of line-item transfers for the month of July 2026. (Back-up L-7)
8. Recommend the approval of the Board Secretary's Reports in July. 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. (Back-up L-8)
9. Recommend the approval of the Treasurer's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of July 2026. The Treasurer's Report and the Secretary's Reports are in agreement for the month of July 2026. (Back-up L-9)
10. Recommend approval of the July bills as attached in amount of $221,276.29 (Back-up L-10)
11. Recommend approval of the following payrolls:
    July 15, 2026 - $25,406.79
    July 30, 2026 - $36,369.40 (Back-up L-11)
12. Recommend to approve the reclassification report for July 2026. (Back-up L-12)
13. Recommend to approve the separate invoices from Brightly for Technology Essentials Help Desk & Maintenance Essentials Pro in the amount $1,303.19 & $3,100.89 (Back-up L-13)
14. Recommend to approve the quote from Oncourse in the amount of $16,330.72 (Back-up L-14)
15. Recommend to approve the lease agreement with Sheppard Bus Company. (Back-up L-15)
16. Recommend to approve the travel voucher for Anne Marie Lucchesi in the amount of $130.08 (Back-up L-16)
17. Recommend to approve the invoice from Great Minds in the amount of $23,155.28. (Back-up L-17)

18. Recommend to approve the Nursing Service Plan. (Back-up L-18)
19. Recommend to approve the Standing Orders for the 2026-2027 school year (Back-up L-19)
20. Recommend to approve the Cardiac Emergency Response Plan. (Back-up L-20)
21. Recommend to approve the shared services agreement between Vineland, Millville & Bridgeton Public Schools for instructional, administrative, and support staffing and services for the 2026-2027 fiscal year. (Back-up L-21)
22. Recommend to approve the invoice from Aubrey Construction for roof repairing in the amount of $4,200.00. (Back-up L-22)
23. Recommend to approve the quote from LinkIt in the amount of $39,224.70. (Back-up L- 23)
24. Recommend to approve the invoice from NJ Public Charter School Association for membership dues, in the amount of $10,625.00. (Back-up L-24)
25. Recommend to approve the travel vouchers from Kathy Turcotte. (Back-up L-25)
26. Recommend to approve the order form through National Time Systems for the time clock installation. (Back-up L-26)
27. Recommend to approve the proposal from ABS Facility Solutions for janitorial services in the amount of $127,200.00. (Back- L-27)
28. Recommend to approve the renewal quote from IXL in the amount of $10,525.00. (Back-up L-28)
29. Recommend to approve the proposal from Epic Environmental Services for the 2026 RTK Survey Preparation, in the amount of $345.00 (Back-up L-29)
30. Recommend to accept ESEA Title I,II and IV fund, reject ESEA Title III and accept IDEA Basic and Preschool Grants.. (Back-up L-30)

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

All were in favor and the motion carried

XI. POLICY UPDATES -No updates

A. ROLL CALL

XII. 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 for the 2026-2027 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

XIII. 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

XIV. 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. Joe Zlotek or Ms. Morgan Frazier (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

XV. SUPERINTENDENTS REPORT

A. Motion by Ms. Vanessa Bones and second by Ms. Vanessa Phillips to approve the Superintendent's Report.

1. Reports as presented by Mr. Matthew Ackiewicz. (S-1)
Mr. Ackiewicz talked about all the changes to the building and ground during the summer. He also talked about the QR code created by Mr. Zlotek for the family handbook. That the handbook is now accessible with the code, has a table of contents to help parents and combined all three schools into one handbook.

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

All were in favor and the motion carried

XVI. EXECUTIVE DIRECTOR'S REPORT

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

1. Report as presented by Dr. Garcia.
Thank everyone for their support and wished Mr. Zlotek all the best in his first year as principal.

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

All were in favor and the motion carried

XVII. ADJOURNMENT

A. Motion by Mr. Octavio Mendez and second by Ms. Vanessa Bones to adjourn the meeting at 7:36 PM.

B. Next Meeting is on September 21, 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