**Vineland Public Charter School  
Regular Board Meeting  
June 20, 2022  
Convenes at 5:30 p.m. in the Cafeteria at 1480 Pennsylvania Ave, Vineland NJ08361**

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| I. | CALLED TO ORDER | | |
|  | A. | Call to Order by the Board President 5:36 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 -Present Octavio Mendez, Trustee -Present Tessa McKenna, Trustee- Present | |
|  | B. | Also Present: | |
|  |  | 1. | Kim Garcia, CEO -Present CCCSN Executive Director-Absent  CCCSN Deputy Director -Absent Dennis Zakroff, Board Secretary/Business Administrator- Present Christina Murphy, Treasurer -Present Brian Caulford, Comptroller -Absent Matthew Larson, Principal - Present Joseph Zlotek, Assistant Principal -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 Ms. Tessa McKenna to adjourn the work session at 5:39 PM. | |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes Ms. Fatma Gadalla -Yes Mr. Octavio Mendez -Yes Ms. Tessa McKenna -Yes  All were in favor and the motion carried | |
| VIII. | CALLED TO ORDER | | |
|  | A. | Regular meeting called to order by the Board President at 5:39 PM. | |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes Ms. Fatma Gadalla -Yes Mr. Octavio Mendez -Yes Ms. Tessa McKenna -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. Tessa McKenna to approve item 1 under Recommendation for the Board of Trustees. | |
|  |  | 1. | Recommend accepting the appointment of Vanessa Bones as Trustee. |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes Ms. Fatma Gadalla -Yes Mr. Octavio Mendez -Yes Ms. Tessa McKenna -Yes  All were in favor and the motion carried | |
| X. | ELECTION OF OFFICERS | | |
|  | A. | The Board Secretary opens the floor for nominations for Board President | |
|  |  | 1. | Motion by Mr. Octavio Mendez and second by Ms. Fatma Gadalla to nominate Ms. Vanessa Phillips for Board President. |
|  |  | 2. | Motion by Mr. Octavio Mendez and second by Ms. Tessa McKenna for the Board Secretary to close the floor nominations for Board President |
|  |  | 3. | Roll Call to appoint Ms. Vanessa Phillips as President of the Board of Trustees.  ROLL CALL  Ms. Vanessa Phillips -Yes Ms. Fatma Gadalla -Yes Mr. Octavio Mendez -Yes Ms. Tessa McKenna -Yes  All were in favor and the motion carried |
|  |  | 4. | The Board President assumes control of the meeting at 5:42 PM. |
|  | B. | The Board President opens the floor for nominations for Vice President. | |
|  |  | 1. | Motion by Ms. Vanessa Phillips and second by Ms. Tessa McKenna to nominate Ms. Fatma Gadalla for Board Vice President. |
|  |  | 2. | Motion by Ms. Tessa McKenna and second by Ms. Vanessa Phillips for the Board President to close the floor for nominations for Vice President. |
|  |  | 3. | Roll Call to appoint Ms. Fatma Gadalla as Vice President of the Board of Trustees. |
|  | C. | ROLL CALL  Ms. Vanessa Phillips -Yes Ms. Fatma Gadalla -Yes Mr. Octavio Mendez -Yes Ms. Tessa McKenna -Yes  All were in favor and the motion carried | |
| XI. | Appointment of Professionals | | |
|  | A. | Motion by Ms. Fatma Gadalla and second by Mr. Octavio Mendez to approve items 1 through 6 under Appointment of Professionals. | |
|  |  | 1. | Recommend approval to appoint Victor Gonzalez as the Certified Educational Facilities Manager for the period July 1, 2022 through June 30, 2023. |
|  |  | 2. | Recommend approval to appoint Gladwyn Baptist, M.D., as School Physician for the 2022-2023 school year at an annual rate of $500.00. |
|  |  | 3. | Recommend approval to appoint Victor Gonzalez as the AHERA program manager for the 2022-2023 school year. |
|  |  | 4. | Recommend approval to appoint Dennis Zakroff as the School Business Administrator/Board Secretary through the shared services agreement with Vineland Public Charter School. |
|  |  | 5. | Recommend approval to appoint Bowman and Company, LLP, as School Auditor for the 2022-2023 school year. The unmodified external peer review has been received and reviewed. |
|  |  | 6. | Recommend approval to appoint Joseph Bentley of Capehart Scatchhard as school board attorney. |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes Ms. Fatma Gadalla -Yes Mr. Octavio Mendez -Yes Ms. Tessa McKenna -Yes  All were in favor and the motion carried | |
| XII. | BUSINESS AND OPERATIONS | | |
|  | A. | Motion by Ms. Fatma Gadalla and second by Mr. Octavio Mendez to approve items 1 through 13 under Business and Operations. | |
|  |  | 1. | Recommend approval of Ocean First Bank as the Official Depository for the 2022-2023 school year. |
|  |  | 2. | Recommend approval of the following bank accounts with Ocean First Bank and the duly elected and appointed officials as signatories:  Acct Title Acct # Signers  General 647400096 Board Sec., Board Pres., Treasurer\*  Payroll 647400088 Board Sec., Board Pres., Treasurer\*  Payroll Agency 647400260 Board Sec., Board Pres., Treasurer\*  Unemployment 647400286 Board Sec., Board Pres., Treasurer\*  Student Activity 647400288 Board Sec., Board Pres., Treasurer\*  \* Treasurer is alternate signatory |
|  |  | 3. | Recommend approval of The Reminder and the South Jersey Times as the official newspapers for the 2022-2023 school year. |
|  |  | 4. | Recommend approval that the Board Secretary, or designee, has the authority to wire transfer funds between the Board of Trustees' bank accounts as necessary. |
|  |  | 5. | Recommend approval to conduct Board of Trustee meetings according to the Parliamentary authority established by Robert's Rules of Order. |
|  |  | 6. | Recommend approval of deductions from employees' paychecks to VOYA and Lincoln Investment as tax sheltered 403(b) plans and Colonial Life - Roth 403(b) and disability insurance. |
|  |  | 7. | Recommend approval of the Chart of Accounts as outlined in the Uniform Minimum Chart of Accounts for New Jersey Public Schools. |
|  |  | 8. | Recommend approval to appoint Christina Murphy as the Qualified Purchasing Agent to authorize the purchase of all goods and services up to the bid threshold, as per code, for the time period July 1, 2022 through June 30, 2023, and to establish the bid threshold at $44,000 and the Quote threshold at $6,600. |
|  |  | 9. | Recommend approval for Dennis Zakroff, Business Administrator, to make payments on behalf of the Board of Trustees when such payments ensure the health and safety of students or ensure orderly operation of the school. |
|  |  | 10. | Recommend approval to adopt the Board of Trustees Policy Manual, procedures, textbooks and curriculum as presented on file for the 2022-2023 school year. |
|  |  | 11. | Recommend approval to establish a petty cash fund in the amount of $200 for the 2022-2023 school year. |
|  |  | 12. | Recommend approval of the following school district officials for the 2022-2023 school year.  Lead Person - Kim Garcia  Title IX Coordinator - Mr. Matthew Larson  Public Agency Compliance Officer - Dennis Zakroff  Affirmative Action Officer - Mr. Matthew Larson 504 Officer - Mr. Matthew Larson |
|  |  | 13. | Recommend approval for Dennis Zakroff, Business Administrator, to make adjusting entries as necessary to finalize the 2021-2022 accounting records. |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes Ms. Fatma Gadalla -Yes Mr. Octavio Mendez -Yes Ms. Tessa McKenna -Yes  All were in favor and the motion carried | |
| XIII. | OPEN TO PUBLIC | | |
| XIV. | APPROVE MINUTES | | |
|  |  | 1. | Motion by \_\_\_\_\_ and second by \_\_\_\_\_ to approve the Minutes of the Regular and Executive session meetings held on May 23, 2022. |
|  | A. | ROLL CALL  Ms. Vanessa Phillips -Yes Ms. Fatma Gadalla -Yes Mr. Octavio Mendez -Yes Ms. Tessa McKenna -Yes  All were in favor and the motion carried | |
| XV. | OLD BUSINESS (NONE) | | |
| XVI. | FINANCE | | |
|  | A. | Motion by Ms. Fatma Gadalla and second by Ms. Vanessa Phillips to approve items 1 through 24 under Finance. | |
|  |  | 1. | Recommend approval of line item transfers for the Month of May 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 May 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 not 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 May 2022. The Treasurer's Report and the Secretary's Reports are in agreement for the month of May 2022.(Backup materials L-3) |
|  |  | 4. | Recommend approval of the bills as attached in the amount of $456,513.24 |
|  |  | 5. | Recommend approval of the following payrolls (Backup L-5):  May 15, 2022 - $119,309.24  May 31, 2022 - $120,689.42  June 15, 2022 - $117,211.21 |
|  |  | 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 May 2022. (Backup L-6) |
|  |  | 8. | Recommend to approve the contrast with Brightly (Formerly Dude Solutions) for the 2022-2023 School Year in the amount of $3,281.47. (Back-up L-7) |
|  |  | 9. | Recommend to approve the proposal with Learning A-Z for the 2022-2023 school year in the amount of $14,474.40. (Back-up L8) |
|  |  | 10. | Recommend to approve accepting the ESEA Consolidated Grant and the refusal of Title III Funds for the 2022-2023 school year. (Back-up L-9) |
|  |  | 11. | Recommend to approve contract with Dr. Gladwyn Baptist for the 2022-2023 School year for $500.00 (Back-up L-10) |
|  |  | 12. | Recommend to approve the quote with Epic Environmental in the amount of $300. (Back-up L-11) |
|  |  | 13. | Recommend approval for the proposal with Omni and TSACG for the 2022-2023 school year in the amount of $1,500. Back-up -12) |
|  |  | 14. | Recommend approval for the quote with OnCourse System for Education in the amount of $13,834.83 (Back-up L-13) |
|  |  | 15. | Recommend approval for the quote with Teaching Strategies for the 2022-2023 school year in the amount of $330.00. (Back-up L-14) |
|  |  | 16. | Recommend approval to appoint Rue Insurance as broker for General Liability and Property Insurance for the 2021-2022 school year. (Back-up L-15) |
|  |  | 17. | Recommend approval for the agreement with Therapy Source for the 2022-2023 school year (Back-up L-16) |
|  |  | 18. | Recommend approval for the service agreement with Giordano's for the 2022-2023 school year. (Back-up L-17)  $519.00 per month for Solid Waste  $260.00 per month for Commingle Waste |
|  |  | 19. | Recommend to approve the Pre-school budget for the 2022-2023 School year (Back-up L-18) |
|  |  | 20. | Recommend approval of the membership dues to the New Jersey Public Charter School Association for the 2022-2023 school year in the amount of $6,885.00 (Back-up L-19) |
|  |  | 21. | Recommend to approve the shared services agreement between Vineland, Millville, and Bridgeton Public Schools for instructional, administrative, and support staffing and services for FY21. |
|  |  | 22. | Recommend approval to participate in a joint purchasing system with VPCS as "Lead Agency" for the 2022-2023 school year. |
|  |  | 23. | Recommend to approve the participation in the Community Eligibility Provision (CEP) for the 2022-2023 school year. |
|  |  | 24. | The School District on 04/12/2022 hereby authorizes the submission of the American Rescue Plan (ARP) Homeless Children and Youth (HCY) II application for Fiscal Year 2022, and accepts the grant award of these funds upon the subsequent approval of the FY 2022 ARP-HCY II Application of the FY 2022 ARP-HCY II Application. |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes Ms. Fatma Gadalla -Yes Mr. Octavio Mendez -Yes Ms. Tessa McKenna -Yes  All were in favor and the motion carried | |
| XVII. | POLICY UPDATES | | |
|  | A. | Motion by Ms. Tessa McKenna and second by Ms. Fatma Gadalla to approve item 1 under Policy. | |
|  |  | 1. | Second Reading and adoption 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 Ms. Fatma Gadalla -Yes Mr. Octavio Mendez -Yes Ms. Tessa McKenna -Yes  All were in favor and the motion carried | |
| XVIII. | PERSONNEL | | |
|  | A. | Motion by Ms. Fatma Gadalla and second by Ms. Tessa McKenna to approve items 1 through 3 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) |
|  |  | 3. | Recommend approval of the staff list and salaries for the 2022-2023 school year as attached. (Back-up PER-3) |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes Ms. Fatma Gadalla -Yes Mr. Octavio Mendez -Yes Ms. Tessa McKenna -Yes  All were in favor and the motion carried | |
| XIX. | FACILITIES | | |
| XX. | SCHOOL OPERATIONS | | |
|  | A. | Motion by Ms. Fatma Gadalla and second by Ms. Tessa McKenna to accept the Principal's reports. | |
|  |  | 1. | Reports as presented by Mr. Matthew Larson. |
|  |  | 2. | Recommend to approve teachers for the Summer School program. (Back-up SO-2) |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes Ms. Fatma Gadalla -Yes Mr. Octavio Mendez -Yes Ms. Tessa McKenna -Yes  All were in favor and the motion carried | |
| XXI. | EXECUTIVE DIRECTOR'S REPORT | | |
|  | A. | Motion by Ms. Fatma Gadalla and second by Ms. Tessa McKenna to accept the Executive Director's reports. | |
|  |  | 1. | Report as presented by Mrs. Garcia.  Summer Enrichment program, 56 students 36 for art  School Security, State to send a representative to inspect in August  Door Security Check lists  Purchase more panic buttons  Vineland Township police support |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes Ms. Fatma Gadalla -Yes Mr. Octavio Mendez -Yes Ms. Tessa McKenna -Yes  All were in favor and the motion carried | |
| XXII. | ADJOURNMENT | | |
|  | A. | Motion by Ms. Vanessa Phillips and second by Mr. Octavio Mendez to adjourn the meeting at 6:29 PM. | |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes Ms. Fatma Gadalla -Yes Mr. Octavio Mendez -Yes Ms. Tessa McKenna -Yes  All were in favor and the motion carried | |
|  | C. | Next Meeting is on July 25, 2022. | |

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator