**Vineland Public Charter School  
Work Session/Regular Board Meeting Minutes  
March 23, 2020  
Convened 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 at 5:30 PM. | |
| II. | STATEMENT FOR THE BOARD OF TRUSTEES MEETING | | |
|  | A. | Public Notice of this Meeting was advertised in the South Jersey Times on June 24, 2019. | |
| III. | PLEDGE OF ALLEGIANCE | | |
|  | A. | Led by Dr. Richardson. | |
| IV. | ROLL CALL | | |
|  | A. | Vanessa Phillips, President – PRESENT (By Phone) Rudy Zuniga, Vice President – PRESENT (By Phone) Art Capriotti, Trustee – PRESENT (By Phone) Dawn Coraluzzo, Trustee – PRESENT (By Phone) Fatma Gadalla, Trustee – PRESENT (By Phone) | |
|  | B. | Also Present: | |
|  |  | 1. | CCCSN Executive Director – PRESENT (By Phone) CCCSN Deputy Director - ABSENT Dr. Shay Richardson, Business Administrator/Board Secretary - PRESENT Kim Garcia, Interim Principal – PRESENT (By Phone) Matthew Larson, Vice Principal - ABSENT Lisa Zuniga, Director of Human Resources – PRESENT (By Phone) |
| 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 Vanessa Phillips and second by Art Capriotti to adjourn the work session at 5:31 PM. | |
|  | B. | ROLL CALL  Vanessa Phillips – YES  Rudy Zuniga – YES  Art Capriotti – YES  Dawn Coraluzzo – YES  Fatma Gadalla – YES  **Motion passed on a unanimous Roll Call vote.** | |
| VIII. | CALLED TO ORDER | | |
|  | A. | Regular meeting called to order by the Board President at 5:32 PM. | |
|  | B. | ROLL CALL  Vanessa Phillips – YES  Rudy Zuniga – YES  Art Capriotti – YES  Dawn Coraluzzo – YES  Fatma Gadalla – YES  **Motion passed on a unanimous Roll Call vote.** | |
| IX. | EXECUTIVE SESSION - None at this time. | | |
| X. | OPEN TO PUBLIC | | |
|  |  | 1. | The public may ask questions pertaining to agenda items only. |
| XI. | APPROVE MINUTES | | |
|  | A. | Motion by Fatma Gadalla and second by Rudy Zuniga to approve the Minutes of the Regular meeting held on February 24, 2020. (Backup M-1) | |
|  | B. | ROLL CALL  Vanessa Phillips – YES  Rudy Zuniga – YES  Art Capriotti – YES  Dawn Coraluzzo – YES  Fatma Gadalla – YES  **Motion passed on a unanimous Roll Call vote.** | |
| XII. | OLD BUSINESS – None at this time. | | |
| XIII. | FINANCE | | |
|  | A. | Motion by Vanessa Phillips and second by Art Capriotti to approve items #1 through #12 under Finance. | |
|  |  | 1. | Recommend approval of line item transfers for the Month of February 2020. (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 February 2020. 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 February 2020. The Treasurer's Report and the Secretary's Reports are in agreement for the month of February 2020. (Backup L-3) |
|  |  | 4. | Recommend approval of the bills list as attached (Backup L-4): February 1, 2020 to February 29, 2020 - $378,984.51 |
|  |  | 5. | Recommend approval of the following payrolls (Backup L-5):  February 29, 2020 - $100,797.76 March 15, 2020 - $99,741.66 |
|  |  | 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 approval of the expense reclassification report for February 2020. (Backup L-6) |
|  |  | 8. | Recommend approval of the proposal by Great Minds to provide professional development at a cost of $7,000. (Backup L-7) |
|  |  | 9. | Recommend to accept the donation of 33 filing cabinets by the Cumberland County Division of Social Services. (Backup L-8) |
|  |  | 10. | Recommend approval of the agreement with Salem County Special Services School District and Vineland Public Charter School for the 2020-2021 school year, effective July 1, 2020 to June 30, 2021. (Backup L-9) |
|  |  | 11. | Recommend approval of the 2020-21 Preliminary Budget. (Backup L-10) |
|  |  | 12. | Recommend approval of the Pre-K Preliminary Budget for the FY 2020-21. (Backup L-11) |
|  | B. | ROLL CALL  Vanessa Phillips – YES  Rudy Zuniga – YES  Art Capriotti – YES  Dawn Coraluzzo – YES  Fatma Gadalla – YES  **Motion passed on a unanimous Roll Call vote.** | |
| XIV. | POLICY UPDATES | | |
|  | A. | Motion by Art Capriotti and second by Rudy Zuniga to approve item #1 under Policy Updates. | |
|  |  | 1. | Recommend approval of the New Jersey Policy Alert No. 219, March 2020, for a First Reading (Backup POL-1): Policy #0152, Board Officers Policy #1581, Domestic Violence Policy #2422, Health and Physical Education Policy #3421.13, Postnatal Accommodations Policy #5330, Administration of Medication Policy #7243, Supervision of Construction Policy #8210, School Year Policy #8220, School Day Policy #8220, School Closings Policy #8462, Reporting Potentially Missing or Abused Children |
|  | B. | ROLL CALL  Vanessa Phillips – YES  Rudy Zuniga – YES  Art Capriotti – YES  Dawn Coraluzzo – YES  Fatma Gadalla – YES  **Motion passed on a unanimous Roll Call vote.** | |
| XV. | PERSONNEL | | |
|  | A. | Motion by Fatma Gadalla and second by Art Capriotti to approve items #1 through #2 under Personnel. | |
|  |  | 1. | Recommend approval of the staff list and salaries for the 2019-20 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  Vanessa Phillips – YES  Rudy Zuniga – YES  Art Capriotti – YES  Dawn Coraluzzo – YES  Fatma Gadalla – YES  **Motion passed on a unanimous Roll Call vote.** | |
| XVI. | FACILITIES - See the Executive Director's Report. | | |
| XVII. | SCHOOL OPERATIONS | | |
|  | A. | Motion by Art Capriotti and second by Vanessa Phillips to approve items #1 through #2 under School Operations. | |
|  |  | 1. | Recommend approval of the School Age Child Care Contract for the 2020-21 school year between Cumberland Cape Atlantic YMCA and Vineland Public Charter School. (Backup SO-1) |
|  |  | 2. | Recommend approval of the School Closure Illness Preparedness and Response Plan for COVID-19 (Novel Coronavirus). (Backup SO-2) |
|  | B. | ROLL CALL  Vanessa Phillips – YES  Rudy Zuniga – YES  Art Capriotti – YES  Dawn Coraluzzo – YES  Fatma Gadalla – YES  **Motion passed on a unanimous Roll Call vote.** | |
| XVIII. | EXECUTIVE DIRECTOR'S REPORT | | |
|  | A. | Motion by Fatma Gadalla and second by Art Capriotti to approve item #1 under Executive Director's Report. | |
|  |  | 1. | Report as presented by the CCCSN representative.   * School Preparedness Plan * How the students continue to learn and receive lunches. * Waivers from New Jersey testing requirements. * VPCS is being cleaned and sanitized this week. |
|  | B. | ROLL CALL  Vanessa Phillips – YES  Rudy Zuniga – YES  Art Capriotti – YES  Dawn Coraluzzo – YES  Fatma Gadalla – YES  **Motion passed on a unanimous Roll Call vote.** | |
| XIX. | ADJOURNMENT | | |
|  | A. | Motion by Vanessa Phillips and second by Rudy Zuniga to adjourn the meeting at 5:58 PM. | |
|  | B. | ALL IN FAVOR **Voice Vote – Five (5) AYES** | |
|  | C. | Next Meeting April 27, 2020 | |

Respectfully Submitted,

Dr. Shay Richardson

Business Administrator/Board Secretary