**Vineland Public Charter School  
Work Session/Regular Board Meeting Minutes  
January 27, 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 5:38 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 the Board President. | |
| IV. | ROLL CALL | | |
|  | A. | Vanessa Phillips, President - PRESENT Rudy Zuniga, Vice President - PRESENT Art Capriotti, Trustee - ABSENT Dawn Coraluzzo, Trustee - PRESENT Fatma Gadalla, Trustee – PRESENT | |
|  | B. | Also Present: | |
|  |  | 1. | CCCSN Executive Director - ABSENT CCCSN Deputy Director - PRESENT Dr. Shay Richardson, Business Administrator/Board Secretary - PRESENT Kim Garcia, Interim Principal - PRESENT Matthew Larson, Vice Principal - ABSENT Lisa Zuniga, Director of Human Resources - PRESENT |
| V. | PRESENTATION OF AWARDS   * Student of the Month | | |
| VI. | REVIEW OF AGENDA | | |
|  | A. | Questions | |
| VII. | OPEN TO PUBLIC | | |
|  |  | 1. | The public may ask questions pertaining to agenda items only. |
| VIII. | ADJOURNMENT OF WORK SESSION | | |
|  | A. | Motion by Fatma Gadalla and second by Dawn Coraluzzo to adjourn the work session at 5:49 PM. | |
|  | B. | ROLL CALL  Vanessa Phillips – YES  Rudy Zuniga – YES  Dawn Coraluzzo – YES  Fatma Gadalla – YES  **Motion passed on a unanimous Roll Call vote.** | |
| IX. | CALLED TO ORDER | | |
|  | A. | Regular meeting called to order by the Board President at 5:50 PM. | |
|  | B. | ROLL CALL  Vanessa Phillips – YES  Rudy Zuniga – YES  Dawn Coraluzzo – YES  Fatma Gadalla – YES  **Motion passed on a unanimous Roll Call vote.** | |
| X. | OPEN TO PUBLIC | | |
|  |  | 1. | The public may ask questions pertaining to agenda items only. |
| XI. | AUDIT PRESENTATION | | |
|  | A. | Presentation of the 2018-2019 Financial Audit by Dr. Shay Richardson, Business Administrator. | |
|  | B. | Motion by Fatma Gadalla and second by Dawn Coraluzzo to approve the 2018-2019 Comprehensive Annual Financial Report as presented and to certify that the CAFR was discussed in public session and copies of the Audit Summary were made available to the public. | |
|  | C. | ROLL CALL  Vanessa Phillips – YES  Rudy Zuniga – YES  Dawn Coraluzzo – YES  Fatma Gadalla – YES  **Motion passed on a unanimous Roll Call vote.** | |
| XII. | APPROVE MINUTES | | |
|  | A. | Motion by Rudy Zuniga and second by Dawn Coraluzzo to approve the Minutes of the Regular meeting held on December 16, 2019. (Backup M-1) | |
|  | B. | ROLL CALL  Vanessa Phillips – YES  Rudy Zuniga – YES  Dawn Coraluzzo – YES  Fatma Gadalla – YES  **Motion passed on a unanimous Roll Call vote.** | |
| XIII. | OLD BUSINESS – None at this time | | |
| XIV. | FINANCE | | |
|  | A. | Motion by Fatma Gadalla and second by Rudy Zuniga to approve items #1 through #12 under Finance. | |
|  |  | 1. | Recommend approval of line item transfers for the Month of December 2019. (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 December 2019. 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 December 2019. The Treasurer's Report and the Secretary's Reports are in agreement for the month of December 2019.(Backup L-3) |
|  |  | 4. | Recommend approval of the bills list as attached (Backup L-4): December 1, 2019 to December 31, 2019 - $405,773.37 |
|  |  | 5. | Recommend approval of the following payrolls (Backup L-5): December 31, 2019 - $122,899.48 January 15, 2020 - $97,240.82 |
|  |  | 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 December 2019. (Backup L-6) |
|  |  | 8. | Recommend approval to ratify Quote Q-99989 from GoGuardian to provide internet monitoring services for a term of one year, effective November 18, 2019 to November 17, 2020 at a rate of $2,250.00. (Backup L-7) |
|  |  | 9. | Recommend approval of the Lenape of the Eastern Woodlands Assembly provided by Traditional Earth Skills, LLC at a rate of $599.00. (Backup L-8) |
|  |  | 10. | Recommend to approve the Flexible Benefits Plan contribution limit increase to $2,750, effective January 1, 2020, per IRS changes. (Backup L-9) |
|  |  | 11. | Recommend approval of the Vineland Public Charter School Budget, as of October 15, 2019, for the 2019-2020 school year. (Backup L-10) |
|  |  | 12. | Recommend approval of the Vineland Public Charter School Pre-Kindergarten Budget, as of October 15, 2019, for the 2019-2020 school year. (Backup L-11) |
|  | B. | ROLL CALL  Vanessa Phillips – YES  Rudy Zuniga – YES  Dawn Coraluzzo – YES  Fatma Gadalla – YES  **Motion passed on a unanimous Roll Call vote.** | |
| XV. | PERSONNEL | | |
|  | A. | Motion by Dawn Coraluzzo and second by Fatma Gadalla to approve items #1 though #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  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 Rudy Zuniga and second by Dawn Coraluzzo to approve items #1 though #2 under School Operations. | |
|  |  | 1. | Recommend approval of the Principal's Report as presented by Mrs. Garcia. (Backup SO-1) |
|  |  | 2. | Recommend approval of the field trips as attached. (Backup SO-2) |
|  | B. | ROLL CALL  Vanessa Phillips – YES  Rudy Zuniga – 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 Dawn Coraluzzo to approve item #1 under Executive Director's Report. | |
|  |  | 1. | Report as presented by the CCCSN representative.   * No lights blinking – ¾ done * Farm lease * Partnership for tutoring * Maintenance and custodial over holiday break * Reviewing custodial suppliers for green products |
|  | B. | ROLL CALL  Vanessa Phillips – YES  Rudy Zuniga – YES  Dawn Coraluzzo – YES  Fatma Gadalla – YES  **Motion passed on a unanimous Roll Call vote.** | |
| XIX. | ADJOURNMENT | | |
|  | A. | Motion by Fatma Gadalla and second by Dawn Coraluzzo to adjourn the meeting at 6:31 PM. | |
|  | B. | ALL IN FAVOR  **Voice Vote – Four (4) AYES** | |
|  | C. | Next Meeting February 24, 2020 | |

Respectfully submitted,

Dr. Shay Richardson

Business Administrator/Board Secretary