**Vineland Public Charter School  
Work Session/Regular Board Meeting Minutes  
May 18, 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 5:32 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 - ABSENT 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 – PRESENT (By Phone) 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 - 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 Vanessa Phillips and second by Dawn Coraluzzo to adjourn the Work Session at 5:33 PM. | |
|  | B. | ROLL CALL  Vanessa Phillips – YES  Rudy Zuniga – 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 5:34 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. | 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 Dawn Coraluzzo to approve the Minutes of the Regular meeting held on April 27, 2020. (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.** | |
| XII. | OLD BUSINESS – None at this time. | | |
| XIII. | FINANCE | | |
|  | A. | Motion by Vanessa Phillips and second by Fatma Gadalla to approve items #1 through #8 under Finance. | |
|  |  | 1. | Recommend approval of line item transfers for the Month of April 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 April 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 April 2020. The Treasurer's Report and the Secretary's Reports are in agreement for the month of April 2020. (Backup L-3) |
|  |  | 4. | Recommend approval of the bills list as attached (Backup L-4): April 1, 2020 to April 30, 2020 - $296,560.52 |
|  |  | 5. | Recommend approval of the following payrolls (Backup L-5):  April 30, 2020 - $93,759.75 May 15, 2020 - $94,638.15 |
|  |  | 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 April 2020. (Backup L-6) |
|  |  | 8. | Recommend approval to renew the Vision Service Plan for the period September 1, 2020 through August 31, 2022 with Allen Associates. (Backup L-7) |
|  | B. | ROLL CALL  Vanessa Phillips – YES  Rudy Zuniga – YES  Dawn Coraluzzo – YES  Fatma Gadalla – YES  **Motion passed on a unanimous Roll Call vote.** | |
| XIV. | POLICY UPDATES - None at this time. | | |
| XV. | PERSONNEL | | |
|  | A. | Motion by Vanessa Phillips and second by Rudy Zuniga 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  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 Fatma Gadalla and second by Rudy Zuniga to approve items #1 through #2 under School Operations. | |
|  |  | 1. | Recommend approval of the Principal's report as presented by Mrs. Garcia. (Backup SO-1) |
|  |  | 2. | Recommend to approve the revised School Closure Illness Preparedness and Response Plan for COVID-19 (Novel Coronavirus). (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 Rudy Zuniga and second by Vanessa Phillips to approve item #1 under Executive Director's Report. | |
|  |  | 1. | Report as presented by the CCCSN representative.   * School closed through June 30, 2020. * Plan to open school for the 2020-21 school year. * Commissioner of Education resigned. * Virtual assemblies * Talent show * Virtual art show * Planning for next year. * Field * Farm * Playground |
|  | 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 Vanessa Phillips and second by Fatma Gadalla to adjourn the meeting at 5:49 PM. | |
|  | B. | ALL IN FAVOR  **Voice Vote – Four (4) AYES** | |
|  | C. | Next Meeting June 22, 2020 | |

Respectfully Submitted,

Dr. Shay Richardson

Business Administrator/Board Secretary