

**Vineland Public Charter School
Regular Board Meeting Minutes
March 17, 2025**

Convenes at 6:45p.m. in the Cafeteria at 1480 Pennsylvania Ave, Vineland NJ 08361

I. CALLED TO ORDER

A. Call to Order by the Board President 6:45 PM

II. STATEMENT FOR THE BOARD OF TRUSTEES MEETING

A. Public Notice of this Meeting was advertised in the South Jersey Times and The Reminder on June 24, 2024.

III. PLEDGE OF ALLEGIANCE

A. Led by Mr. Joseph Zlotek

IV. ROLL CALL

A. Vanessa Phillips, President- Present
Fatma Gadalla, Trustee- Absent
Octavio Mendez, Trustee- Present
Will Palmer, Trustee- Present
Vanessa Bones, Vice-President- Present

B. Also Present:

1. Matthew Ackiewicz, Superintendent -Absent
CCCSN Executive Director- Absent
CCCSN Deputy Director-Absent
Dennis Zakroff, Board Secretary/Business Administrator- Present
Christina Murphy, Treasurer -Present
Joseph Keyek, Facilities Manager- Present
Jennifer Hagan, HR Coordinator-Present
Mr. Matthew Larson, Principal-Present
Mr. Joseph Zlotek, Assistant Principal - Present

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 present

VII. APPROVE MINUTES

A. Motion by Mr. Will Palmer and second by Ms. Vanessa Bones to approve the Minutes of the Regular session meeting held on February 24, 2025.

B. ROLL CALL

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

All were in favor and the motion carried

VIII. OLD BUSINESS

IX. FINANCE

- A. Motion by Ms. Vanessa Bones and second by Mr. Will Palmer to approve items 1 through 11 under Finance.
1. Recommend approval of line-item transfers for the Month of February 2025. (Backup L-1)
 2. Recommend the approval of the Board Secretary's Reports in February. 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 2025. The Treasurer's Report and the Secretary's Reports are in agreement for the month of February 2025. (Backup L-3)
 4. Recommend approval of the February bills as attached in the amount of \$542,831.85 (Back-up L-4)
 5. Recommend approval of the following payrolls (Backup L-5)
February 15, 2025 - \$146,962.69
February 28, 2025 - \$140,821.08
 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 Pres-School Budget and Budget Narrative for the 2025-2026 school year in the amount of \$461,760.00 (Back-up L-7)
 8. Recommend to approve the invoice for our NJHS membership in the amount \$385.00. (Back-up L-8)
 9. Recommend to approve the fee proposal from MMPF in the amount of \$9,482.00 for a gymnasium in VPCS. (Back-up L-9)
 10. Recommend the approval for the purchase order from Ricoh in the amount of \$557.00 per month for the next 48 months. (Back-up L-10)
 11. Recommend to approve the statement of work from ITSg in the amount of \$39,000.00 (Back-up L-11)
- B. ROLL CALL
Ms. Vanessa Phillips -Yes
Mr. Octavio Mendez- Yes
Mr. Will Palmer -Yes
Ms. Vanessa Bones – Yes

All were in favor and the motion carried

X. POLICY UPDATES - No updates

XI. PERSONNEL

- A. Motion by Ms. Vanessa Phillips and second by Ms. Vanessa Bones to approve items 1 and 2 under Personnel.
1. Recommend approval of the staff list and salaries for the 2024-2025 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
Mr. Will Palmer -Yes
Ms. Vanessa Bones – Yes

All were in favor and the motion carried

XII. FACILITIES

- A. Motion by Mr. Octavio Mendez and second by Ms. Vanessa Phillips to approve item 1 under Facilities.
 - 1. Reports as presented by Mr. Joseph Keyek.
- B. ROLL CALL
 - Ms. Vanessa Phillips -Yes
 - Mr. Octavio Mendez- Yes
 - Mr. Will Palmer -Yes
 - Ms. Vanessa Bones – Yes

All were in favor and the motion carried

XIII. 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. Matthew Larson or Mr. Joe Zlotek.
- B. ROLL CALL
 - Ms. Vanessa Phillips -Yes
 - Mr. Octavio Mendez- Yes
 - Mr. Will Palmer -Yes
 - Ms. Vanessa Bones – Yes

All were in favor and the motion carried

XIV. SUPERINTENDENTS REPORT

- A. Motion by Ms. Vanessa Bones and second by Mr. Octavio Mendez to approve the Superintendent's Report.
 - 1. Reports as presented by Mr. Matthew Ackiewicz. (S-1)
Presented the 2025-2026 School Calendar
- B. ROLL CALL
 - Ms. Vanessa Phillips -Yes
 - Mr. Octavio Mendez- Yes
 - Mr. Will Palmer -Yes
 - Ms. Vanessa Bones – Yes

All were in favor and the motion carried

XV. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by Ms. Vanessa Phillips and second by Mr. Octavio Mendez to accept the Executive Director's reports.
 - 1. Report as presented by Dr. Garcia. No Report
- B. ROLL CALL
 - Ms. Vanessa Phillips -Yes

Mr. Octavio Mendez- Yes

Mr. Will Palmer -Yes

Ms. Vanessa Bones – Yes

All were in favor and the motion carried

XVI. ADJOURNMENT

A. Motion by Ms. Vanessa Phillips and second by Mr. Octavio Mendez to adjourn the meeting at 7:06 PM.

B. ROLL CALL

Ms. Vanessa Phillips -Yes

Mr. Octavio Mendez- Yes

Mr. Will Palmer -Yes

Ms. Vanessa Bones – Yes

All were in favor and the motion carried

C. Next Meeting is on April 28, 2025.

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator