**Vineland Public Charter School  
Regular Board Meeting  
November 22, 2021  
Convenes at 5:30 p.m. in the Cafeteria at 1480 Pennsylvania Ave, Vineland NJ 08361**

|  |  |  |  |
| --- | --- | --- | --- |
| I. | CALLED TO ORDER | | |
|  | A. | Call to Order by the Board President 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 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 Art Capriotti, Trustee - Present Fatma Gadalla, Trustee - Present Octavio Mendez, Trustee - Present Tessa McKenna, Trustee- Absent | |
|  | B. | Also Present: | |
|  |  | 1. | Kim Garcia, CEO -Present CCCSN Executive Director - Present CCCSN Deputy Director- Present  Dennis Zakroff, Business Administrator -Present  Christina Murphy, Treasurer -Present Brian Caulford, Comptroller -Absent Matthew Larson, Principal - Present Joseph Zlotek, Assistant Principal - Present Annemarie Lucchesi, Bookkeeper -Absent |
| V. | REVIEW OF AGENDA | | |
|  | A. | Questions – No questions | |
| VI. | OPEN TO PUBLIC No public present | | |
|  |  | 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 Mr. Octavio Mendez to adjourn the work session at 5:32 PM. | |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -YES  Mr. Art Capriotti -YES  Ms. Fatma Gadalla -YES  Mr. Octavio Mendez- Yes  All were in favor and the motion is carried | |
| VIII. | CALLED TO ORDER | | |
|  | A. | Regular meeting called to order by the Board President at 5:32 PM. | |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -YES  Mr. Art Capriotti -YES  Ms. Fatma Gadalla -YES  Mr. Octavio Mendez- Yes  All were in favor and the motion is carried | |
| IX. | APPROVE MINUTES | | |
|  | A. | Motion by Mr. Art Capriottie and second by Mr. Octavio Mendez to approve the Minutes of the Regular and Executive session meetings held on October 25, 2021. | |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -YES  Mr. Art Capriotti -YES  Ms. Fatma Gadalla -YES  Mr. Octavio Mendez- Yes  All were in favor and the motion is carried | |
| X. | OLD BUSINESS | | |
| XI. | FINANCE | | |
|  | A. | Motion by Ms. Fatma Gadalla and second by Mr. Octavio Mendez to approve items 1 through 14 under Finance. | |
|  |  | 1. | Recommend approval of line item transfers for the Month of October 2021. (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 October 2021. 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 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 October 2021. The Treasurer's Report and the Secretary's Reports are in agreement for the month of October 2021.(Backup materials L-3) |
|  |  | 4. | Recommend approval of the bills as attached in the amount of $451,162.85. |
|  |  | 5. | Recommend approval of the following payrolls (Backup L-5):  October 31, 2021 - $ 126,564.24 November 15, 2021 - $126,565.14 |
|  |  | 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 October 2021. (Backup L-6) |
|  |  | 8. | Resolution to approve the Annual Charter Fiscal Questionnaire. (Back-up L-7) |
|  |  | 9. | Recommend to approve proposal with Clements Education in the amount of $2,200. (Back-up L-8) |
|  |  | 10. | Recommend approving Inspired Instruction Professional Development Quote for $1800 for teacher training (Back-up L-9) |
|  |  | 11. | Recommend approving Inspired Instruction Professional Development Quote for $5400 for teacher training. (Back-up L-10) |
|  |  | 12. | Recommend approval for curriculum writing for the attached teachers (Back-up L-11) |
|  |  | 13. | Recommend to approve the temporary speech services with Christine Schwarz. (Back-up L-12) |
|  |  | 14. | Recommend to approve the CAP program for teachers and Students with Sue Bacon. |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -YES  Mr. Art Capriotti -YES  Ms. Fatma Gadalla -YES  Mr. Octavio Mendez- Yes  All were in favor and the motion is carried | |
| XII. | POLICY UPDATES | | |
|  | A. | Motion by Ms. Vanessa Phillips and second by Ms. Fatma Gadalla to approve item 1 under Policy. | |
|  |  | 1. | Second Reading and adoption of Policy Alert #225. (See Attached) |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -YES  Mr. Art Capriotti -YES  Ms. Fatma Gadalla -YES  Mr. Octavio Mendez- Yes  All were in favor and the motion is carried | |
| XIII. | PERSONNEL | | |
|  | A. | Motion by Mr. Art Capriotti and second by Ms. Fatma Gadalla to approve items 1 and 2 under Personnel. | |
|  |  | 1. | Recommend approval of the staff list and salaries for the 2020-2021 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. Art Capriotti -YES  Ms. Fatma Gadalla -YES  Mr. Octavio Mendez- Yes  All were in favor and the motion is carried | |
| XIV. | FACILITIES (NONE) | | |
| XV. | SCHOOL OPERATIONS | | |
|  | A. | Motion by Ms. Vanessa Phillips and second by Ms. Fatma Gadalla to accept the Principal's reports. | |
|  |  | 1. | Reports as presented by Mr. Matthew Larson or Mr. Joseph Zlotek |
|  |  | 2. | Resolution to approve the Annual Preschool Operational Plan Update. (Back-up SO-2) |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -YES  Mr. Art Capriotti -YES  Ms. Fatma Gadalla -YES  Mr. Octavio Mendez- Yes  All were in favor and the motion is carried | |
| XVI. | EXECUTIVE DIRECTOR'S REPORT | | |
|  | A. | Motion by Ms. Vanessa Phillips and second by Ms. Fatma Gadalla to accept the Executive Director's reports. | |
|  |  | 1. | Report as presented by Dr. Garcia and Ms. Kim Garcia  Electronic sign for the building potentially  Governors facilities monies – no charter schools included  Continue to add more data to the principal reports to provide more information for the board  Working with the principals with walk throughs and updating the curriculum  Additional professional development to support staff  Recruitment efforts, tracking referrals from parents  Videos being shared with parents of school events  Increased social media presence |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -YES  Mr. Art Capriotti -YES  Ms. Fatma Gadalla -YES  Mr. Octavio Mendez- Yes  All were in favor and the motion is carried | |
| XVII. | ADJOURNMENT | | |
|  | A. | Motion by Ms. Fatma Gadalla and second by Mr. Art Capriotti to adjourn the meeting at 6:08\_ PM. | |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -YES  Mr. Art Capriotti -YES  Ms. Fatma Gadalla -YES  Mr. Octavio Mendez- Yes  All were in favor and the motion is carried | |
|  | C. | Next Meeting is on December 20, 2021. | |

Respectfully Submitted;

Dennis Zakroff

Business Administrator / Board Secretary