

**Bridgeton Public Charter School**

**Regular Board Meeting**

**May 13, 2024**

**6:00 p.m. in the Community Room at 790 E Commerce St, Bridgeton NJ 08302**

I. CALLED TO ORDER

A. Call to Order by the Board President 6:00 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 1, 2023.

III. PLEDGE OF ALLEGIANCE

A. Led by Dr. Ann Garcia

IV. ROLL CALL

A. Charlotte Gould, President -Present  
Ivelisse McBride, Vice President- Absent  
Edith Johnson, Trustee- Present  
Mark Dooley, Trustee-Present  
Norine Ortiz, Trustee -Present

B. Also Present:

1. Matthew Ackiewicz, Superintendent -Present  
CCCSN Executive Director- Present  
CCCSN Deputy Director-Present  
Dennis Zakroff, Board Secretary/Business Administrator- Present  
Christina Murphy, Treasurer-Present  
Joseph Keyek, Facilities Manager- Present  
Jennifer Hagan, HR Coordinator- Present  
Dr. Valerie James, Principal -Present

V. REVIEW OF AGENDA

A. Questions

VI. OPEN TO PUBLIC

1. The public may ask questions pertaining to agenda items only.

VII. EXECUTIVE SESSION

A. Motion by Mr. Mark Dooley and second by Ms. Charlotte Gould to enter Executive Session at 6:02 PM concerning Personal Matters - Staff renewals for the 2024-2025 school year

B. ROLL CALL

Ms. Charlotte Gould – Yes  
Ms. Edith Johnson- Yes  
Mr. Mark Dooley- Yes  
Ms. Norine Ortiz – Yes  
All were in favor and the motion carried

C. Motion by Mr. Mark Dooley and second by Ms. Charlotte Gould to return to Regular session at 6:04 PM.

D. ROLL CALL

Ms. Charlotte Gould – Yes  
Ms. Edith Johnson- Yes  
Mr. Mark Dooley- Yes  
Ms. Norine Ortiz – Yes

All were in favor and the motion carried

VIII. RECOMMENDATION TO THE BOARD OF TRUSTEES

A. Motion by Mr. Mark Dooley and second by Ms. Norine Ortiz to approve item 1 under Recommendation for the Board of Trustees.

1. Recommend approval of the following dates for the Board of Trustees meetings for the 2024-2025 school year. All meetings will begin at 6:00pm in the BPCS Community Room.

July 15

August 19

September 16

October 21

November 18

December 16

January 27

February 24

March 17

April 28

May 12

June 16

B. ROLL CALL

Ms. Charlotte Gould – Yes

Ms. Edith Johnson- Yes

Mr. Mark Dooley- Yes

Ms. Norine Ortiz – Yes

All were in favor and the motion carried

IX. APPROVE MINUTES

A. Motion by Mr. Mark Dooley and second by Ms. Charlotte Gould to approve the Minutes of the Regular held on April 15, 2024.

B. ROLL CALL

Ms. Charlotte Gould – Yes

Ms. Edith Johnson- Yes

Mr. Mark Dooley- Yes

Ms. Norine Ortiz – Yes

All were in favor and the motion carried

X. OLD BUSINESS

XI. FINANCE

A. Motion by Mr. Mark Dooley and second by Ms. Charlotte Gould to approve items 1 through 26 under Finance.

1. Recommend approval of line item transfers for the Month of April 2024. (Backup L-1)

2. Recommend the approval of the Board Secretary's Reports in April. 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 2024. The Treasurer's Report and the Secretary's Reports are in agreement for the month of April 2024. (Backup L-3)

4. Recommend approval of the April bills as attached in the amount of \$253,630.13 (Back-up L-4)

5. Recommend approval of the following payrolls (Backup L-5):  
April 15, 2024 - \$50,602.74  
April 30, 2024 - \$53,351.70
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 April 2024. (Back-up L-6)
8. Recommend to approve the proposal with Viking Pest for the 2024-2025 school year in the amount of \$180/month. (Back-up L-7)
9. Recommend to approve the service agreement with Salem County Special Services for the 2024-2025 school year. (Back-up L-8)
10. Recommend to approve the agreement with CASA for the 2024-2025 school year. (Back-up L-9)
11. Recommend to approve the invoice in the amount of \$4,515 for CDK for the 2024-2025 school year. (Back-up L-10)
12. Recommend to approve the travel voucher for Jennifer Hagan in the amount of \$34.57. (Back-up L-11)
13. Recommend to approve the quote with School Specialty for classroom furniture in the amount of \$5,078.70. (Back-up L-12)
14. Recommend to approve the contract with Gladwyn Baptist in the amount of \$500 for School Physician during the 2024-2025 school year. (Back-up L-13)
15. Recommend to approve quote with Peach Country Mulch in the amount of \$1,074. (Back-up L-14)
16. Recommend to approve the quote with Committee for Children for the 2024-2025 school year in the amount of \$5,190. (Back-up L-15)
17. Recommend to approve the proposal with Eric Krise in the amount of \$6,937.93. (Back-up L-16)
18. Recommend to approve the quote with Mystery Science for the 2024-2025 school year in the amount of \$1,495. (Back-up L-17)
19. Recommend to approve the quote with Smore Team for the 2024-2025 school year in the amount of \$1,890. (Back-up L-18)
20. Recommend to approve the quote with Oncourse in the amount of \$13,386.96 for the 2024-2025 school year. (Back-up L-19)
21. Recommend to approve the Change Order with South Jersey Elevator in the amount of \$9,484.36 (Back-up L-20)
22. Recommend to approve the attendance (Dennis Zakroff) of the 2024 NJASBO on June 5-7 in the amount of \$500. (Back-up L-21)
23. Recommend to approve the listed teachers for Summer Enrichment. (Back-up L-22)
24. Recommend to approve the class registration for Jennifer Hagan in the amount of \$1,950. (Back-up L-23)
25. Recommend to approve the Memorandum of Understanding with Gateway Community Partnership for the 2024-2025 school year. (Back-up L-24)
26. Recommend to approve to renew Millville Public Charter School's agreements to consolidate the school nutrition programs and act as the managing entity for food services for Vineland Public Charter School and Bridgeton Public Charter School.

- B. ROLL CALL
  - Ms. Charlotte Gould – Yes
  - Ms. Edith Johnson- Yes
  - Mr. Mark Dooley- Yes
  - Ms. Norine Ortiz – Yes
  - All were in favor and the motion carried

XII. POLICY UPDATES (NONE)

XIII. PERSONNEL

- A. Motion by Mr. Mark Dooley and second by Ms. Norine Ortiz to approve items 1 and 2 under Personnel.
  - 1. Recommend approval of the staff list and salaries for the 2023-2024 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. Charlotte Gould – Yes
  - Ms. Edith Johnson- Yes
  - Mr. Mark Dooley- Yes
  - Ms. Norine Ortiz – Yes
  - All were in favor and the motion carried

XIV. FACILITIES (NONE)

- A. Motion by Mr. Mark Dooley and second by Ms. Charlotte Gould to approve item 1 under Facilities.
  - 1. Reports as presented by Mr. Joseph Keyek.

- B. ROLL CALL
  - Ms. Charlotte Gould – Yes
  - Ms. Edith Johnson- Yes
  - Mr. Mark Dooley- Yes
  - Ms. Norine Ortiz – Yes
  - All were in favor and the motion carried

XV. SCHOOL OPERATIONS

- A. Motion by Ms. Edith Johnson and second by Ms. Charlotte Gould to accept the Principal's reports.
  - 1. Reports as presented by Dr. James.

- B. ROLL CALL
  - Ms. Charlotte Gould – Yes
  - Ms. Edith Johnson- Yes
  - Mr. Mark Dooley- Yes
  - Ms. Norine Ortiz – Yes
  - All were in favor and the motion carried

XVI. SUPERINTENDENTS REPORT

- A. Motion by Mr. Mark Dooley and second by Ms. Edith Johnson to approve the Superintendent's Report.
  - 1. Reports as presented by Mr. Matthew Ackiewicz. (S-1)

- B. ROLL CALL
  - Ms. Charlotte Gould – Yes
  - Ms. Edith Johnson- Yes

Mr. Mark Dooley- Yes  
Ms. Norine Ortiz – Yes  
All were in favor and the motion carried

XVII. EXECUTIVE DIRECTOR'S REPORT

A. Motion by Mr. Mark Dooley and second by Ms. Charlotte Gould to accept the Executive Director's reports.

1. Report as presented by Dr. Garcia.

Was glad to see everything going well

Cooling tower and elevator have been issues since purchase

Need School zone signs with the new road

Held harmless agreement with county and library parking in our lot

B. ROLL CALL

Ms. Charlotte Gould – Yes

Ms. Edith Johnson- Yes

Mr. Mark Dooley- Yes

Ms. Norine Ortiz – Yes

All were in favor and the motion carried

XVIII. ADJOURNMENT

A. Motion by Mr. Mark Dooley and second by Ms. Edith Johnson to adjourn the meeting at 6:35 PM.

B. ROLL CALL

Ms. Charlotte Gould – Yes

Ms. Edith Johnson- Yes

Mr. Mark Dooley- Yes

Ms. Norine Ortiz – Yes

All were in favor and the motion carried

C. Next Meeting is on June 17, 2024.

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator