

**Bridgeton Public Charter School  
Regular Board Meeting  
September 18, 2023**

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

- I. CALLED TO ORDER
  - A. Call to Order by the Board President 6:06 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- Present  
Edith Johnson, Trustee- Present  
Mark Dooley, Trustee- Absent  
Nancy Bello, Trustee -Absent
  - 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  
Brian Caulford, Comptroller-Absent  
Jennifer Hagan, HR Coordinator-Absent  
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.
- VIII. OPEN TO PUBLIC
- IX. APPROVE MINUTES
  - A. Motion by Ms. Edith Johnson and second by Ms. Ivelisse McBride to approve the Minutes of the Regular meetings held on August 21, 2023.
  - B. ROLL CALL  
Ms. Charlotte Gould -Yes  
Ms. Ivelisse McBride- Yes  
Ms. Edith Johnson- Yes

All were in favor and the motion carried.
- X. OLD BUSINESS
- XI. FINANCE
  - A. Motion by Ms. Ivelisse McBride and second by Ms. Edith Johnson to approve items 1 through 18 under Finance.
    1. Recommend approval of line item transfers for the Month of August 2023. (Backup L-1)

2. Recommend the approval of the Board Secretary's Reports in June. 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 August 2023. The Treasurer's Report and the Secretary's Reports are in agreement for the month of August 2023. (Backup L-3)
4. Recommend approval of the August bills as attached in the amount of \$155,142.43 (Back-up L-4)
5. Recommend approval of the following payrolls (Backup L-5):  
 August 15, 2023 - \$18,125.65  
 August 31, 2023 - \$17,049.14  
 September 15, 2023 - \$64,271.24
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 August 2023. (Back-up L-6)
8. Recommend to approve the TSE in the amount of \$3,000 (Back-up L-13)
9. Recommend to approve the estimate with Progreen Property Solutions in the amount of \$500.00 for grounds Maintenance. (Back-up L-8)
10. Recommend to approve the proposal with Sciens in the amount of \$1,585 (Back-up L-9)
11. Recommend to approve the contract with RICOH with a monthly payment of \$625.45. (Back-up L-10)
12. Recommend to approve the quote with Heggerty in the amount of \$192.24 (Back-up L-11)
13. Recommend to approve the invoice with Smore in the amount of \$1,799. (Back-up L-12)
14. Recommend to approve training with Strauss Esmay in the amount of \$145. (Back-up L-13)
15. Recommend to approve the agreement with the Cumberland County Library as the evacuation site. (Back-up L-14)
16. Recommend to approve the invoice with NJASBO in the amount of \$125.00 (Back-up L-15)
17. Recommend to approve the quote with Carolina Covertech in the amount of \$899.06 (Back-up L-16)
18. Recommend to approve the NJ High Impact Tutoring Competitive Grant in the amount of \$ 38,000. (Back-up L-17)

B. ROLL CALL

Ms. Charlotte Gould -Yes  
 Ms. Ivelisse McBride- Yes  
 Ms. Edith Johnson- Yes

All were in favor and the motion carried.

XII. POLICY UPDATES (NONE)

XIII. PERSONNEL

A. Motion by Ms. Ivelisse McBride and second by Ms. Edith Johnson 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. Ivelisse McBride- Yes  
Ms. Edith Johnson- Yes

All were in favor and the motion carried.

XIV. FACILITIES (NONE)

XV. SCHOOL OPERATIONS

A. Motion by Ms. Ivelisse McBride and second by Ms. Edith Johnson to accept the Principal's reports.

1. Reports as presented by Dr. James.
2. Employee Handbook (Back-up SO-2)

B. ROLL CALL

Ms. Charlotte Gould -Yes  
Ms. Ivelisse McBride- Yes  
Ms. Edith Johnson- Yes

All were in favor and the motion carried.

XVI. SUPERINTENDENTS REPORT

A. Motion by Ms. Ivelisse McBride 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. Ivelisse McBride- Yes  
Ms. Edith Johnson- Yes

All were in favor and the motion carried.

XVII. EXECUTIVE DIRECTOR'S REPORT

A. Motion by Ms. Ivelisse McBride and second by Ms. Edith Johnson to accept the Executive Director's reports.

1. Report as presented by Dr. Garcia.  
Glad with the enrollment number  
Reminded everyone that the Renewal Visit will be on October 23, 2023

B. ROLL CALL

Ms. Charlotte Gould -Yes  
Ms. Ivelisse McBride- Yes  
Ms. Edith Johnson- Yes

All were in favor and the motion carried.

XVIII. ADJOURNMENT

A. Motion by Ms. Ivelisse McBride and second by Ms. Edith Johnson to adjourn the meeting at 6:32 PM.

B. ALL IN FAVOR

C. Next Meeting is on October 16, 2023

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator