

**Bridgeton Public Charter School  
Regular Board Meeting  
April 15, 2024**

**Convenes at 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 Ms. Charlotte Gould

IV. ROLL CALL

A. Charlotte Gould, President- Present  
Ivelisse McBride, Vice President- Present  
Edith Johnson, Trustee-Absent  
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  
Brian Caulford, Comptroller-Absent  
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. APPROVE MINUTES

A. Motion by Mr. Mark Dooley and second by Ms. Ivelisse McBride to approve the Minutes of the Regular held on March 18, 2024.

B. ROLL CALL

Ms. Charlotte Gould – Yes  
Ms. Ivelisse McBride – Yes  
Mr. Mark Dooley- Yes  
Ms. Norine Ortiz- Yes

All were in favor and the motion carried

VIII. OLD BUSINESS

IX. FINANCE

- A. Motion by Mr. Matt Dooley and second by Ms. Norine Ortiz to approve items 1 through 15 under Finance.
1. Recommend approval of line item transfers for the Month of March 2024. (Backup L-1)
  2. Recommend the approval of the Board Secretary's Reports in March. 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 March 2024. The Treasurer's Report and the Secretary's Reports are in agreement for the month of March 2024. (Backup L-3)
  4. Recommend approval of the March bills as attached in the amount of \$234,523.07 (Back-up L-4)
  5. Recommend approval of the following payrolls (Backup L-5):  
March 15, 2024 - \$51,292.56  
March 31, 2024 - \$51,175.97
  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 March 2024. (Back-up L-6)
  8. Recommend to approve the service agreement with E2E Exchange for the 2024-2025 school year. (Back-up L-7)
  9. Recommend to approve the invoice with ESS in the amount of \$680.00 for monitoring of the Panic Button Alarms System for April 2024-April 2025. (Back-up L-8)
  10. Recommend to approve the proposal with Epic Environmental AHERA Compliance Services Proposal for the 2024-2025 school year. (Back-up L-9)
  11. Recommend to approve the proposal with Epic Environmental for the 2024 RTK Survey Preparation in the amount of \$345.00. (Back-up L-10)
  12. Recommend to approve the proposal with Epic Environmental for the 2024-2025 New Jersey Lead in Water Sampling Update in the amount of \$863.00. (Back-up L-11)
  13. Recommend to approve the agreement with ProAsys for the 2024-2025 school year. (Back-up L-12)
  14. Recommend to approve the Professional Medical Staffing Agreement for the 2024-2025 school year. (Back-up L-13)
  15. Recommend to approve the Memorandum of Agreement with Complete Care for Student Health Solutions. (Back-up L-14)
- B. ROLL CALL  
Ms. Charlotte Gould – Yes  
Ms. Ivelisse McBride – Yes  
Mr. Mark Dooley- Yes  
Ms. Norine Ortiz- Yes

All were in favor and the motion carried

X. POLICY UPDATES (NONE)

XI. PERSONNEL

- A. Motion by Ms. Ivelisse McBride 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. Ivelisse McBride – Yes
  - Mr. Mark Dooley- Yes
  - Ms. Norine Ortiz- Yes

All were in favor and the motion carried

XII. FACILITIES (NONE)

- A. Motion by Ms. Ivelisse McBride and second by Mr. Mark Dooley to approve item 1 under Facilities.
  - 1. Reports as presented by Mr. Joseph Keyek.
    - Elevator repairs to begin on 4/16/2024
    - Looking into recoating the roof,
    - Working on drain issue
    - Reaching out to Engineer on the road project
    - Planning for summer cleaning
- B. ROLL CALL
  - Ms. Charlotte Gould – Yes
  - Ms. Ivelisse McBride – Yes
  - Mr. Mark Dooley- Yes
  - Ms. Norine Ortiz- Yes

All were in favor and the motion carried

XIII. SCHOOL OPERATIONS

- A. Motion by Mr. Mark Dooley and second by Ms. Ivelisse McBride to accept the Principal's reports.
  - 1. Reports as presented by Dr. James.
- B. ROLL CALL
  - Ms. Charlotte Gould – Yes
  - Ms. Ivelisse McBride – Yes
  - Mr. Mark Dooley- Yes
  - Ms. Norine Ortiz- Yes

All were in favor and the motion carried

XIV. SUPERINTENDENTS REPORT

- A. Motion by Mr. Mark Dooley and second by Ms. Ivelisse McBride to approve the Superintendent's Report.
  - 1. Reports as presented by Mr. Matthew Ackiewicz. (S-1)
    - Working on staffing for next school year
    - Ms. Jennifer Hagan attending job fair at Rowan University

Preparing for NJSLA tests for 3rd and 4<sup>th</sup> grades  
Updating website and improve curriculum site  
Designing and building new Hub in the front office

B. ROLL CALL

Ms. Charlotte Gould – Yes  
Ms. Ivelisse McBride – Yes  
Mr. Mark Dooley- Yes  
Ms. Norine Ortiz- Yes

All were in favor and the motion carried

XV. EXECUTIVE DIRECTOR'S REPORT

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

1. Report as presented by Dr. Garcia.  
Asking about testing number comparatives  
Look into Solar for the roof and field  
Ask how many parents showed up for the event that evening

B. ROLL CALL

Ms. Charlotte Gould – Yes  
Ms. Ivelisse McBride – Yes  
Mr. Mark Dooley- Yes  
Ms. Norine Ortiz- Yes

All were in favor and the motion carried

XVI. ADJOURNMENT

A. Motion by Mr. Mark Dooley and second by Ms. Ivelisse McBride to adjourn the meeting at 6:23 PM.

B. ROLL CALL

Ms. Charlotte Gould – Yes  
Ms. Ivelisse McBride – Yes  
Mr. Mark Dooley- Yes  
Ms. Norine Ortiz- Yes

All were in favor and the motion carried

C. Next Meeting is on May 13, 2024.

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator