

**Bridgeton Public Charter School  
Regular Board Meeting  
October 21, 2024**

**6:00 p.m. in the 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 24, 2024.
- III. PLEDGE OF ALLEGIANCE
  - A. Led by MS. Charlotte Gould
- IV. ROLL CALL
  - A. Charlotte Gould, President- Present  
Norine Ortiz, Vice-President- Present  
Ivelisse McBride, Trustee- Absent  
Edith Johnson, Trustee- Present  
Mark Dooley, 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  
Joseph Keyek, Facilities Manager - Present  
Edward Avena, Comptroller -Present  
Jennifer Hagan, HR Coordinator -Present  
Dr. Valerie James, Principal -Present
- V. REVIEW OF AGENDA
  - A. Questions - No Questions
- VI. OPEN TO PUBLIC
  - 1. The public may ask questions pertaining to agenda items only. No public present
- VII. EXECUTIVE SESSION not required
- VIII. APPROVE MINUTES
  - A. Motion by Ms. Edith Johnson and second by Ms. Norine Ortiz to approve the Minutes of the Regular session held on September 16, 2024.
  - B. ROLL CALL
    - Ms. Charlotte Gould – Yes
    - Ms. Norine Ortiz – Yes
    - Ms. Edith Johnson – Yes

All were in favor and the motion carried.
- IX. OLD BUSINESS

X. FINANCE

- A. Motion by Ms. Charlotte Gould and second by Ms. Edith Johnson to approve items 1 through 13 under Finance.
1. Recommend approval of line item transfers for the Month of September 2024. (Backup L-1)
  2. Recommend the approval of the Board Secretary's Reports in September. 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 September 2024. The Treasurer's Report and the Secretary's Reports are in agreement for the month of September 2024. (Backup L-3)
  4. Recommend approval of the September bills as attached in the amount of \$494,493.61 (Back-up L-4)
  5. Recommend approval of the following payrolls (Backup L-5):  
September 15, 2024 - \$61,032.80  
September 30, 2024 - \$57,738.77
  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 September 2024. (Back-up L-6)
  8. Recommend to approve the invoice with ESS in the amount of \$750. (Back-up L-7)
  9. Recommend to approve the agreement with Bowman and Company for Cafeteria 125 for the 2025 Plan year. (Back-up L-8)
  10. Recommend to approve the proposal with TEC in the amount of \$6,334.50 for elevator repair. (Back-up L-9)
  11. Recommend to approve the due for the CCASSO in the amount of \$75. (Back-up L-10)
  12. Recommend to approve the proposal with D.D.S in the amount of \$2,700 for roof repairs. (Back-up L-11)
  13. Recommend to approve the invoice with Scripps National Spelling Bee in the amount of \$192.50 (Back-up L-12)
- B. ROLL CALL  
Ms. Charlotte Gould – Yes  
Ms. Norine Ortiz – Yes  
Ms. Edith Johnson – Yes

All were in favor and the motion carried.

XI. POLICY UPDATES (None)

XII. PERSONNEL

- A. Motion by Ms. Norine Ortiz 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 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. Charlotte Gould – Yes  
Ms. Norine Ortiz – Yes  
Ms. Edith Johnson – Yes

All were in favor and the motion carried.

XIII. FACILITIES

- A. Motion by Ms. Edith Johnson and second by Ms. Norine Ortiz to approve item 1 under Facilities.

1. Reports as presented by Mr. Joseph Keyek. (Back-up F-1)

B. ROLL CALL

Ms. Charlotte Gould – Yes  
Ms. Norine Ortiz – Yes  
Ms. Edith Johnson – Yes

All were in favor and the motion carried.

XIV. SCHOOL OPERATIONS

- A. Motion by Ms. Charlotte Gould and second by Ms. Norine Ortiz to accept the Principal's reports.

1. Reports as presented by Dr. Valerie James.

B. ROLL CALL

Ms. Charlotte Gould – Yes  
Ms. Norine Ortiz – Yes  
Ms. Edith Johnson – Yes

All were in favor and the motion carried.

XV. SUPERINTENDENTS REPORT

- A. Motion by Ms. Norine Ortiz and second by Ms. Edith Johnson to approve the Superintendent's Report.

Mr. Ackiewicz report that he attended with Ms. Gould and Mr. Zakroff on the Zoning board meeting. The planning board approved the revised road request and is now in the hands of the DOT

Dr. James Hispanic Expo was really nice to see with the student and staff engagement.  
Kudos to Dr. James.

B. ROLL CALL

Ms. Charlotte Gould – Yes  
Ms. Norine Ortiz – Yes  
Ms. Edith Johnson – Yes

All were in favor and the motion carried.

## XVI. EXECUTIVE DIRECTOR'S REPORT

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

1. Report as presented by Dr. Garcia.

Dr. Garcia was excited about the road approval

The elevator has been an issue for a while

B. ROLL CALL

Ms. Charlotte Gould – Yes

Ms. Norine Ortiz – Yes

Ms. Edith Johnson – Yes

All were in favor and the motion carried.

## XVII. ADJOURNMENT

A. Motion by Ms. Charlotte Gould and second by Ms. Norine Ortiz to adjourn the meeting at 6:19 PM.

B. Next Meeting is on November 18, 2024.

C. ROLL CALL

Ms. Charlotte Gould – Yes

Ms. Norine Ortiz – Yes

Ms. Edith Johnson – Yes

All were in favor and the motion carried.

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator