Bridgeton Public Charter School
Regular Board Meeting
November 24, 2025
Convenes at 6pm in the Community Room at 790 E Commerce St, Bridgeton NJ 08302

I. CALLED TO ORDER

A. Call to Order by the Board President 6:01 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 27, 2025.

III. PLEDGE OF ALLEGIANCE

A. Led by Mr. Thomas Ludwig

IV. ROLL CALL

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

B. Also Present:

1. Matthew Ackiewicz, Superintendent- Present
CCCSN Executive Director- Absent
CCCSN Deputy Director-Absent
Dr. Valerie James, Chief Academic Officer- Present
Dennis Zakroff, Board Secretary/Business Administrator- Present
Christina Murphy, Treasurer - Present
Joseph Keyek, Facilities Manager-Present
Jennifer Hagan, HR Coordinator- Present
Thomas Ludwig, Principal – Present
Christine Howell, Special Education Coordinator-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. APPROVE MINUTES

A. Motion by Ms. Edith Johnson and second by Ms. Norine Ortiz to approve the Minutes of the Regular session held on October 27, 2025.

B. ROLL CALL
Ms. Norine Ortiz- Yes
Ms. Edith Johnson- Yes
Ms. Lizeth Ballesteros- Yes

All were in favor and the motion carried

VIII. OLD BUSINESS

IX. FINANCE

A. Motion by Ms. Edith Johnson and second by Ms. Norine Ortiz to approve items 1 through 7 under Finance.

1. Recommend approval of line item transfers for the Month of October 2025. (Backup L-1)

2. Recommend the approval of the Board Secretary's Reports in October. 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 October 2025. The Treasurer's Report and the Secretary's Reports are in agreement for the month of October 2025. (Backup L-3)
4. Recommend approval of the October bills as attached in the amount of $231,040.70 (Back-up L-4)
5. Recommend approval of the following payrolls (Backup L-5):
   October 15, 2025 - $65,064.49
   October 31, 2025 - $64,289.42
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 accept the Annual Charter/Renaissance School Fiscal Questionnaire. (Back-up L-7)

B. ROLL CALL
Ms. Norine Ortiz- Yes
Ms. Edith Johnson- Yes
Ms. Lizeth Ballesteros- Yes

All were in favor and the motion carried

X. POLICY UPDATES- No updates

XI. PERSONNEL

A. Motion by Ms. Edith Johnson 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 2025-2026 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. Norine Ortiz- Yes
Ms. Edith Johnson- Yes
Ms. Lizeth Ballesteros- Yes

All were in favor and the motion carried

XII. 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.

B. ROLL CALL
Ms. Norine Ortiz- Yes
Ms. Edith Johnson- Yes
Ms. Lizeth Ballesteros- Yes

All were in favor and the motion carried

XIII. SCHOOL OPERATIONS

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

1. Reports as presented by Mr. Thomas Ludwig

B. ROLL CALL
Ms. Norine Ortiz- Yes
Ms. Edith Johnson- Yes
Ms. Lizeth Ballesteros- Yes

All were in favor and the motion carried

XIV. SUPERINTENDENTS REPORT

A. Motion by Ms. Edith Johnson and second by Ms. Norine Ortiz to approve the Superintendent's Report.
Mr. Ackiewicz informed requested from the Board to make December 5^{th} a full-day off for students instead of a half-day. The reason is to provide district wide training from Eureka to the mathematical staff along with professional development for the rest of the staff. The morning will start off with a Holiday breakfast for everyone. He and Dr. James will report on all the new NJSLEDS report at the December meeting.

B. ROLL CALL
Ms. Norine Ortiz- Yes
Ms. Edith Johnson- Yes
Ms. Lizeth Ballesteros- Yes

All were in favor and the motion carried

XV. 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 Ms. Christina Murphy. No Report

B. ROLL CALL
Ms. Norine Ortiz- Yes
Ms. Edith Johnson- Yes
Ms. Lizeth Ballesteros- Yes

All were in favor and the motion carried

XVI. ADJOURNMENT

A. Motion by Ms. Norine Ortiz and second by Ms. Edith Johnson to adjourn the meeting at 6:21 PM.

B. Next Meeting is on December 15, 2025.

C. ROLL CALL
Ms. Norine Ortiz- Yes
Ms. Edith Johnson- Yes
Ms. Lizeth Ballesteros- Yes

All were in favor and the motion carried

Respectfully submitted,

Dennis Zakroff

School Business Administrator/ Board Secretary