

**Bridgeton Public Charter School  
Regular Board Meeting  
November 18, 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 Vice-President 6:05 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 Mr. Dennis Zakroff
- IV. ROLL CALL
  - A. Charlotte Gould, President- Absent  
Norine Ortiz, Vice President- Present  
Ivelisse McBride, Trustee- Absent  
Edith Johnson, Trustee- Present  
Mark Dooley, Trustee- Present
  - B. Also Present:
    - 1. Matthew Ackiewicz, Superintendent-  
CCCSN Executive Director  
CCCSN Deputy Director  
Dennis Zakroff, Board Secretary/Business Administrator  
Christina Murphy, Treasurer  
Joseph Keyek, Facilities Manager  
Edward Avena, Comptroller  
Jennifer Hagan, HR Coordinator  
Dr. Valerie James, Principal
- 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 Mr. Mark Dooley and second by Ms. Norine Ortiz to approve the Minutes of the Regular session held on October 21, 2024.
  - B. ROLL CALL
    - Ms. Norine Ortiz – Yes
    - Ms. Edith Johnson – Yes
    - Mr. Mark Dooley- Yes

All were in favor and the motion carried.
- IX. OLD BUSINESS - None
- X. FINANCE

- A. Motion by Mr. Mark Dooley and second by Ms. Norine Ortiz to approve items 1 through 10 under Finance.
1. Recommend approval of line item transfers for the Month of October 2024. (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 2024. The Treasurer's Report and the Secretary's Reports are in agreement for the month of October 2024. (Backup L-3)
  4. Recommend approval of the October bills as attached in the amount of \$180,719.05 (Back-up L-4)
  5. Recommend approval of the following payrolls (Backup L-5):  
October 15, 2024 - \$56,724.20  
October 31, 2024 - \$56,488.13
  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 October 2024. (Back-up L-6)
  8. Recommend to approve the Annual Charter/Renaissance School Fiscal Questionnaire (Back-up L-7)
  9. Recommend to approve the Health and Safety Evaluation of School Buildings Checklist for the 2024-2025 school year (Back-up L-8)
  10. Recommend to approve NJASBO professional development class for Mr. Zakroff on November 19<sup>th</sup> cost of \$145.00. (Back-up L-9)
- B. ROLL CALL  
Ms. Norine Ortiz – Yes  
Ms. Edith Johnson – Yes  
Mr. Mark Dooley- Yes

All were in favor and the motion carried.

XI. POLICY UPDATES (None)

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

All were in favor and the motion carried.

### XIII. FACILITIES

- A. Motion by Mr. Mark Dooley and second by Ms. Edith Johnson to approve item 1 under Facilities.
  - 1. Reports as presented by Mr. Joseph Keyek. (Back-up F-1)
- B. ROLL CALL
  - Ms. Norine Ortiz – Yes
  - Ms. Edith Johnson – Yes
  - Mr. Mark Dooley- Yes

All were in favor and the motion carried.

### XIV. SCHOOL OPERATIONS

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

All were in favor and the motion carried.

### XV. SUPERINTENDENTS REPORT

- A. Motion by Mr. Mark Dooley and second by Ms. Norine Ortiz to approve the Superintendent's Report.
  - Mr. Ackiewicz walked the building
  - Planning for the front office hub and adding a washer and dryer.
  - No new updates on the road project or the elevator repairs.
  - Planning for next year and getting in order and organized
- B. ROLL CALL
  - Ms. Norine Ortiz – Yes
  - Ms. Edith Johnson – Yes
  - Mr. Mark Dooley- Yes

All were in favor and the motion carried.

### XVI. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by Mr. Mark Dooley and second by Ms. Norine Ortiz to accept the Executive Director's reports.
  - 1. Report as presented by Dr. Garcia.
  - 2. Approve the 2024 CCCSN ESP Evaluations
- B. ROLL CALL
  - Ms. Norine Ortiz – Yes
  - Ms. Edith Johnson – Yes

Mr. Mark Dooley- Yes

All were in favor and the motion carried.

#### XVII. ADJOURNMENT

A. Motion by Mr. Mark Dooley and second by Ms. Norine Ortiz to adjourn the meeting at 6:36 PM.

B. Next Meeting is on December 16, 2024.

C. ROLL CALL

Ms. Norine Ortiz – Yes

Ms. Edith Johnson – Yes

Mr. Mark Dooley- Yes

All were in favor and the motion carried.

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator