**Vineland Public Charter School  
Regular Board Meeting  
March 28, 2022**

**Convenes at 5:30 p.m. in the Cafeteria at 1480 Pennsylvania Ave, Vineland NJ 08361**

|  |  |  |  |
| --- | --- | --- | --- |
| I. | CALLED TO ORDER | | |
|  | A. | Call to Order by the Board President 5:31 PM | |
| II. | STATEMENT FOR THE BOARD OF TRUSTEES MEETING | | |
|  | A. | Public Notice of this Meeting was advertised in the South Jersey Times on and the Reminder on June 17, 2021. | |
| III. | PLEDGE OF ALLEGIANCE | | |
|  | A. | Led by Mr. Dennis Zakroff | |
| IV. | ROLL CALL | | |
|  | A. | Vanessa Phillips, President - Present Art Capriotti, Trustee - Present Fatma Gadalla, Trustee - Present Octavio Mendez, Trustee - Present Tessa McKenna, Trustee -Absent | |
|  | B. | Also Present: | |
|  |  | 1. | Kim Garcia, CEO - Present CCCSN Executive Director -Absent  CCCSN Deputy Director - Absent Dennis Zakroff, Board Secretary/Business Administrator- Present Christina Murphy, Treasurer -Present Brian Caulford, Comptroller -Absent Matthew Larson, Principal -Present Joseph Zlotek, Assistant Principal -Absent Annemarie Lucchesi, Bookkeeper -Absent |
| V. | REVIEW OF AGENDA | | |
|  | A. | Questions | |
| VI. | OPEN TO PUBLIC – No public present | | |
|  |  | 1. | The public may ask questions pertaining to agenda items only. |
| VII. | ADJOURNMENT OF WORK SESSION | | |
|  | A. | Motion by Ms. Vanessa Phillips and second by Ms. Fatma Gadalla to adjourn the work session at 5:33PM. | |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes  Mr. Art Capriotti -Yes  Ms. Fatma Gadalla – Yes  Mr. Octavio Mendez – Yes  All were in favor and the motion carried. | |
| VIII. | CALLED TO ORDER | | |
|  | A. | Regular meeting called to order by the Board President at 5:33 PM. | |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes  Mr. Art Capriotti -Yes  Ms. Fatma Gadalla – Yes  Mr. Octavio Mendez – Yes  All were in favor and the motion carried. | |
| IX. | APPROVE MINUTES | | |
|  | A. | Motion by Ms. Fatma Gadalla and second by Mr. Octavio Mendez to approve the Minutes of the Regular and Executive session meetings held on February 28, 2022. | |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes  Mr. Art Capriotti -Yes  Ms. Fatma Gadalla – Yes  Mr. Octavio Mendez – Yes  All were in favor and the motion carried. | |
| X. | OLD BUSINESS -None | | |
| XI. | FINANCE | | |
|  | A. | Motion by Ms. Vanessa Phillips and second by Ms. Fatma Gadalla to approve items 1 through 14 under Finance. | |
|  |  | 1. | Recommend approval of line item transfers for the Month of February 2022. (Backup L-1) |
|  |  | 2. | Recommend the approval of the Board Secretary's Reports in accordance with 18A: 17-36 and 18A: 17-9 for the month of January 2022. 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 materials 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 February 2022. The Treasurer's Report and the Secretary's Reports are in agreement for the month of February 2022. (Backup materials L-3) |
|  |  | 4. | Recommend approval of the bills as attached in the amount of $391,803.48. |
|  |  | 5. | Recommend approval of the following payrolls (Backup L-5):  February 15, 2022 - $121,936.87  February 28, 2022 - $118,455,31  March 15, 2022 - $121,124.09 |
|  |  | 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 February 2022. (Backup L-6) |
|  |  | 8. | Recommend approval for the proposal with ESS in the amount of $680.00 for annual monitoring. (Back-up L-7) |
|  |  | 9. | Recommend approval for the proposal with Omni Landscaping in the amount of $6,840.00 for the expansion of the playground fencing. (Back-up L-8) |
|  |  | 10. | Recommend approval for the quote with Glassdoor in the amount of $375.00 per month. (Back-up L-9) |
|  |  | 11. | Recommend approval for the ESS quote in the amount of $752.00 for Standard monitoring. (Back-up L-10) |
|  |  | 12. | Recommend to approve the Pre-school budget for the 2022-2023 School Year. (Back-up L-11) |
|  |  | 13. | Recommend approval of the Annual Comprehensive Financial Report with no findings for the 2020-2021 School Year, the Auditor's Management Report for the 2020-2021 School Year, and the Exit Conference Report (Back-up L-12) |
|  |  | 14. | Recommend to approve the Budget, The Budget Narrative and Statement of Cash Flow for the 2022-2023 School Year. (Back-up L-13) |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes  Mr. Art Capriotti -Yes  Ms. Fatma Gadalla – Yes  Mr. Octavio Mendez – Yes  All were in favor and the motion carried. | |
| XII. | POLICY UPDATES | | |
|  | A. | Motion by Ms. Fatma Gadalla and second by Ms. Vanessa Phillips to approve item 1 under Policy. | |
|  |  | 1. | Second Reading and adoption of Policy Alert #226. (See Attached)  2415.05 Student Surveys, Analysis, Evaluations, Examinations, Testing or Treatment  2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries  2622 Student Assessment  3233 Political Activities  5541 Anti-Hazing  8465 Bias Crimes and Bias-Related Acts  9560 Administration of School Surveys |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes  Mr. Art Capriotti -Yes  Ms. Fatma Gadalla – Yes  Mr. Octavio Mendez – Yes  All were in favor and the motion carried. | |
| XIII. | PERSONNEL | | |
|  | A. | Motion by Ms. Fatma Gadalla and second by Mr. Octavio Mendez to approve items 1 and 2 under Personnel. | |
|  |  | 1. | Recommend approval of the staff list and salaries for the 2021-2022 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. Vanessa Phillips -Yes  Mr. Art Capriotti -Yes  Ms. Fatma Gadalla – Yes  Mr. Octavio Mendez – Yes  All were in favor and the motion carried. | |
| XIV. | FACILITIES (NONE) | | |
| XV. | SCHOOL OPERATIONS | | |
|  | A. | Motion by \_\_\_\_\_ and second by \_\_\_\_\_ to accept the Principal's reports. | |
|  |  | 1. | Reports as presented by Mr. Matthew Larson |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes  Mr. Art Capriotti -Yes  Ms. Fatma Gadalla – Yes  Mr. Octavio Mendez – Yes  All were in favor and the motion carried. | |
| XVI. | EXECUTIVE DIRECTOR'S REPORT | | |
|  | A. | Motion by Ms. Fatma Gadalla and second by Ms. Vanessa Phillips to accept the Executive Director's reports. | |
|  |  | 1. | Report as presented by Mrs. Garcia.  Data for attendance for both faculty and students  2 Professional days in March  State testing in May for the 1st time in 2 years, some students have never been tested  Enrollment working on for next year  Use of Social Media  Summer Enrichment program, may open to the public to help increase student enrollment  Currently, wait list for 5th, 6th, 7th and 8th grade for next year.  May need to hire additional staff for next year if enrollment increases |
|  |  | 2. | Report on School Demographics. (Back-up E-1) |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes  Mr. Art Capriotti -Yes  Ms. Fatma Gadalla – Yes  Mr. Octavio Mendez – Yes  All were in favor and the motion carried. | |
| XVII. | ADJOURNMENT | | |
|  | A. | Motion by Vanessa Phillips and second by Ms. Fatma Gadalla to adjourn the meeting at 6:11 PM. | |
|  | B. | ROLL CALL  Ms. Vanessa Phillips -Yes  Mr. Art Capriotti -Yes  Ms. Fatma Gadalla – Yes  Mr. Octavio Mendez – Yes  All were in favor and the motion carried. | |
|  | C. | Next Meeting is on April 25, 2022. | |

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator