**Bridgeton Public Charter School
Regular Board Meeting
August 17, 2021
Convened 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 6:06 PM |
| II. | STATEMENT FOR THE BOARD OF TRUSTEES MEETING |
|   | A. | Public Notice of this Meeting was advertised in the South Jersey Times on June 17, 2021. |
| III. | PLEDGE OF ALLEGIANCE |
|   | A. | Led by Christina Murphy |
| IV. | ROLL CALL |
|   | A. | Adele Harris, President – PRESENT Edith Johnson, Vice President – PRESENTMark Dooley, Trustee – PRESENTIvelisse McBride, Trustee– PRESENT |
|   | B. | Also Present: |
|   |   | 1. | Kim Garcia, CEO – PRESENTCCCSN Executive Director– PRESENT CCCSN Deputy Director– PRESENT Christina Murphy, Treasurer – PRESENTDennis Zafroff, Business Administrator/Board Secretary– PRESENT Brian Caulford, Comptroller – PRESENTDr. Valerie James, Principal – PRESENTCourtney Alvarez, Director of Human Resources – PRESENTAnneMarie Lucchesi, Bookkeeper – ABSENT  |
| V. | REVIEW OF AGENDA |
|   | A. | Questions |
| VI. | OPEN TO PUBLIC |
|   |   | 1. | The public may ask questions pertaining to agenda items only |
| VII. | EXECUTIVE SESSION |
| VIII. | OPEN TO PUBLIC |
| IX. | APPROVE MINUTES |
|   | A. | Motion by Mark Dooley and second by Edith Johnson to approve the Minutes of the Regular and Executive session meetings held on July 27, 2021. |
|   | B. | ROLL CALLAdele Harris - YESEdith Johnson - YESMark Dooley - YES Ivelisse McBride – YES**Motion passed on an unanimous Roll Call Vote**  |
| X. | OLD BUSINESS - NONE |
| XI. | FINANCE |
|   | A. | Motion by Mark Dooley and second by Ivelisse McBride to approve items 1 through 21 under Finance. |
|   |   | 1. | Recommend approval of line item transfers for the Month of June 2021. (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 June 2021. 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 June 2021. The Treasurer's Report and the Secretary's Reports are in agreement for the month of June 2021.(Backup materials L-3) |
|   |   | 4. | Recommend approval of the bills as attached in the amount of $196,874.32. |
|   |   | 5. | Recommend approval of the following payrolls (Backup L-5): June 15, 2021 - $35,298.69June 30, 2021 - $43,306.62 |
|   |   | 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 consolation 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 reports for June 2021 (Back-up L-6) |
|   |   | 8. | Recommend approval of line item transfers for the Month of July 2021. (Backup L-7) |
|   |   | 9. | Recommend the approval of the Board Secretary's Reports in accordance with 18A: 17-36 and 18A: 17-9 for the month of July 2021. 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-8) |
|   |   | 10. | Recommend the approval of the Treasurer's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of June 2021. The Treasurer's Report and the Secretary's Reports are in agreement for the month of July 2021.(Backup materials L-9) |
|   |   | 11. | Recommend approval of the bills as attached in the amount of $143,759.68. |
|   |   | 12. | Recommend approval of the following payrolls (Backup L-11): July 15, 2021 - $20,251.47 July 31, 2021 - $20,842.62 |
|   |   | 13. | Recommend to approve the expense reclassification reports for July 2021 (Back-up L-12) |
|   |   | 14. | Recommend to approve the lease agreement with Sheppard Bus Service for the 2021-2022 School Year (Back-up L-13) |
|   |   | 15. | Recommend to approve the proposed Lets go Learn contract for the 2021-2022 school year $4,959.50 (Back-up L-14) |
|   |   | 16. | Recommend to approve staffing agreement with General Healthcare for related services (Back-up L-15) |
|   |   | 17. | Recommend approval of the final budget and narrative for the 2020-2021 school year. (Back-up L-16) |
|   |   | 18. | Recommend to accept and submit the application for the following grants: ARP IDEA Basic $5,596 (Back-up L-17) |
|   |   | 19. | Recommend to approve the invoice with New Jersey School and Building and Grounds. (Back-up L-18) |
|   |   | 20. | Recommend to approve the proposed LSI contract for the 2021-2022 school year ($2,000 for teacher training) (Back-up L-19) |
|   |   | 21. | Recommend to approve EMR Peak Performance maintenance for food service equipment for $1,050.00 annual (Back-up L-20) |
|   | B. | ROLL CALLAdele Harris - YESEdith Johnson - YESMark Dooley - YES Ivelisse McBride – YES**Motion passed on an unanimous Roll Call Vote** |
| XII. | POLICY UPDATES |
|   | A. | Motion by Mark Dooley and second by Edith Johnson to approve item 1 under Policy.  |
|   |   | 1. | First reading of Policy Alert 224. (See Attached) |
| XIII. | PERSONNEL |
|   | A. | Motion by Mark Dooley and second by Edith Johnson 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. (Back-up PER-1) |
|   |   | 2. | Recommend approval of the personnel actions as listed in the attached. (Back-up PER-2) |
|   | B. | ROLL CALLAdele Harris - YESEdith Johnson - YESMark Dooley - YES Ivelisse McBride – YES**Motion passed on an unanimous Roll Call Vote** |
| XIV. | FACILITIES |
| XV. | SCHOOL OPERATIONS |
|   | A. | Motion by Mark Dooley and second by Edith Johnson to accept the Principal's reports. |
|   |   | 1. | Reports as presented by Dr. James  |
|   | B. | ROLL CALLAdele Harris - YESEdith Johnson - YESMark Dooley - YES Ivelisse McBride – YES**Motion passed on an unanimous Roll Call Vote** |
| XVI. | EXECUTIVE DIRECTOR'S REPORT |
|   | A. | Motion by Mark Dooley and second by Edith Johnson to accept the Executive Director's reports. |
|   |   | 1. | Report as presented by Mrs. Garcia.a. Meetings will continue online due to state masking mandate.  |
|   |   | 2. | PDP as presented by Mrs. Garcia. a. Plan Due every year b. Business Office – closed out financials for FY21, supplies ordered c. Curriculum – need revisions for next September d. Facilities – preparing of buildings, bus routes, weeding/mulching e. Food service – snears, new software, pbt cards |
|   | B. | ROLL CALLAdele Harris - YESEdith Johnson - YESMark Dooley - YES Ivelisse McBride – YES**Motion passed on an unanimous Roll Call Vote** |
| XVII. | ADJOURNMENT |
|   | A. | Motion by Mark Dooley and second by Edith Johnson to adjourn the meeting at 6:40 PM. |
|   | B. | ALL IN FAVOR**FOUR (4) AYES****VOICE VOTE** |
|   | C. | Next Meeting is on September 21, 2021Respectfully Submitted;Dennis ZakroffBusiness Administrator / Board Secretary  |