

**Bridgeton Public Charter School  
Regular Board Meeting  
January 27, 2025**

**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 6:04 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  
Edith Johnson, Trustee- Present  
Mark Dooley, Trustee- Absent  
Ivelisse McBride, 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

VII. EXECUTIVE SESSION not required

VIII. APPROVE MINUTES

A. Motion by Ms. Norine Ortiz and second by Ms. Edith Johnson to approve the Minutes of the Regular session held on December 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. Edith Johnson and second by Ms. Norine Ortiz to approve items 1 through 13 under Finance.

1. Recommend approval of line item transfers for the Month of December 2024. (Backup L-1)

2. Recommend the approval of the Board Secretary's Reports in December. 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 December 2024. The Treasurer's Report and the Secretary's Reports are in agreement for the month of December 2024. (Backup L-3)
4. Recommend approval of the December bills as attached in the amount of \$189,247.38 (Back-up L-4)
5. Recommend approval of the following payrolls (Backup L-5):  
December 15, 2024 - \$68,571.77  
December 30, 2024 - \$57,473.09
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 December 2024. (Back-up L-6)
8. Recommend to approve the Budget Summary, Cash Flow Statement and Budget Narrative for 2024-2025 Fiscal Year based on October 15 count. (Back-up L-7)
9. Recommend to approve the License and Services Agreement with The Social Institute. (Back-up L-8)
10. Recommend to accept and approve the Annual Comprehensive Financial Report. (Back-up L-9)
11. Recommend to accept the Audit Report and approve the School Fiscal Audit for year ended June 30, 2024, and Summary of Audit Report was distributed. ((Back-up L-10)
12. Recommend the approval of the Charter Renaissance School Project Emergent and Capital Maintenance Funds for equipment for the playground (Back-up L-11)
13. Recommend to approve the contract with ABS Facility Solutions, LLC in the amount of \$16,731.10 from February 1, 2025- June 30, 2025. (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

- A. Motion by Ms. Norine Ortiz and second by Ms. Edith Johnson by to approve item 1 under Policy. Reading of Policy Alert #234.

B. ROLL CALL

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

All were in favor and the motion carried

XII. 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 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.
- 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. Edith Johnson and second by Ms. Norine Ortiz to accept the Principal's reports.
  - 1. Reports as presented by 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

### XV. SUPERINTENDENTS REPORT

- A. Motion by Ms. Edith Johnson and second by Ms. Norine Ortiz to approve the Superintendent's Report.
  - 1. Board Evaluation (Back-up E-1) Report due February 28, 2025
    - Mr. Ackiewicz spoke about the challenges being faced with changes to ICE and the emergency meeting he had with administration and secretaries to ensure the safety of students and staff.
    - Sending resources to families in SMORES so it can be translated easier for the families.
- 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. Norine Ortiz and second by Ms. Edith Johnson to accept the Executive Director's reports.
  - 1. Report as presented by Dr. Garcia.
    - Happy with no activity with regards to personnel
    - Budget had no change

Road project still be worked on.

Go Eagles.

Ms. Charlotte Gould stated the new sign looks great.

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 Motion by Ms. Edith Johnson and second by Ms. Norine Ortiz to adjourn the meeting at 6:30 PM.

B. ROLL CALL

Ms. Charlotte Gould – Yes

Ms. Norine Ortiz- Yes

Ms. Edith Johnson- Yes

All were in favor and the motion carried

C. Next Meeting February 24, 2025

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator