

Bridgeton Charter School

Regular Board Meeting

August 25, 2025

Convene at 6:00pm in the Community Room at 790 E Commerce St, Bridgeton NJ 08302

I. CALLED TO ORDER

A. Call to Order by the Board President 6:05 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 27, 2025.

III. PLEDGE OF ALLEGIANCE

A. Led by Mr. Dennis Zakroff

IV. ROLL CALL

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

B. Also Present:

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

A. Motion by Mr. Mark Dooley and second by ms. Norine Ortiz to approve the Minutes of the Regular session held on June 16, 2025.

B. ROLL CALL

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

All were in favor and the motion carried.

VIII. OLD BUSINESS

IX. FINANCE

A. Motion by Mr. Mark Dooley and second by Ms. Edith Johnson to approve items 1 through 29 under Finance.

1. Recommend approval of line item transfers for the Month of June 2025. (Backup L-1)
2. Recommend the approval of the Board Secretary's Reports in June. 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 June 2025. The Treasurer's Report and the Secretary's Reports are in agreement for the month of June 2025. (Backup L-3)
4. Recommend approval of the June bills as attached in the amount of \$453,371.27 (Back-up L-4)
5. Recommend approval of the following payrolls (Backup L-5):
June 15, 2025 - \$66,340.76
June 30, 2025 - \$57,412.78
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 IDEA for Pre-School in the amount of \$275.00 and IDEA for Basic in the amount of \$19,029.00. (Back-up L-7)
8. Recommend to accept the ESEA Title I-A in the amount of \$76,733.00, Title II-A in the amount of \$7,012.00 and Title IV in the amount of \$10,000.00. Reject Title III Funds. (Back-up L-8)
9. Recommend to approve the proposal from ABS Facility Solutions for janitorial services in the amount of \$41,359.27. (Back-up L-9)
10. Recommend to approve the proposal from TEC Elevator for the complete maintenance agreement in the amount of \$310.00 per month. (Back-up L-10)
11. Recommend to approve the Stockton University's invoice for SRI&ETTC Consortium fee in the amount of \$487.50. (Back-up L-11)
12. Recommend to the approve the proposal for the preparation of BPCS's 2025 RTK Survey in the amount of \$345.00. (Back-up L-12)
13. Recommend to approve the AHERA Compliance Service proposal from Epic Environmental in the amount of \$350.00. (Back-up L-13)
14. Recommend to approve the invoice from Levoy Theater for the Readers Theater Workshop in the amount of \$2,000.00. (Back-up L-14)
15. Recommend to approve the quote from Great Minds for Wit and Wisdom on-site PD in the amount of \$3,900.00. (Back-up L-15)
16. Recommend to approve the proposal from Krise Electrical for Furnish Labor & labor in the amount of \$1,252.88. (Back-up L-16)
17. Recommend to approve the travel voucher for Dennis Zakroff in the amount of \$22.75. (Back-up L-17)
18. Recommend to accept the proposed Agreement for Legal Services as Solicitor for the 2025-2026 school year through Capehart & Scatchard. (Back-up L-18)
19. Recommend to accept the application for soil erosion and sediment control plan certification. (Back-up L-19)
20. Recommend to approve the invoice from NJASBO in the amount of \$1,250.00. (Back-up L-20)

21. Recommend approval of line item transfers for the Month of July 2025. (Back-up L-21)
 22. Recommend the approval of the Board Secretary's Reports in July. 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. (Back-up L-22)
 23. Recommend the approval of the Treasurer's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of July 2025. The Treasurer's Report and the Secretary's Reports are in agreement for the month of July 2025. (Backup L-23)
 24. Recommend approval of the July bills as attached in the amount of \$136,723.92 (Back-up L-24)
 25. Recommend approval of the following payrolls (Backup L-25):
 - July 15, 2025 - \$21,643.26
 - July 31, 2025 - \$22,461.39
 26. 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.
 27. Recommend to accept the Standing Orders for the 2025-2026 School Year. (Back-up L-26)
 28. Recommend to accept the Cardiac Emergency Response Plan. (Back-up L-27)
 29. Recommend to accept the Nursing Service Plan. (Back-up L-28)
- B. ROLL CALL
- Ms. Norine Ortiz- Yes
- Mr. Mark Dooley – Yes
- Ms. Edith Johnson – Yes

All were in favor and the motion carried.

X. POLICY UPDATES

- A. Motion by Mr. Mark Dooley and second by Ms. Edith Johnson to approve item 1 under Policy. Policy No. 235
 1. The first reading of Policy No. 235
 - B. ROLL CALL
- Ms. Norine Ortiz- Yes
- Mr. Mark Dooley – Yes
- Ms. Edith Johnson – Yes

All were in favor and the motion carried.

XI. 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 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
- Mr. Mark Dooley – Yes

Ms. Edith Johnson – Yes

All were in favor and the motion carried.

XII. 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.

- B. ROLL CALL

Ms. Norine Ortiz- Yes

Mr. Mark Dooley – Yes

Ms. Edith Johnson – Yes

All were in favor and the motion carried.

XIII. 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 Mr. Thomas Ludwig

- B. ROLL CALL

Ms. Norine Ortiz- Yes

Mr. Mark Dooley – Yes

Ms. Edith Johnson – Yes

All were in favor and the motion carried.

XIV. SUPERINTENDENTS REPORT

- A. Motion by Mr. Mark Dooley and second by Ms. Edith Johnson to approve the Superintendent's Report.

Mr. Ackiewicz and Dr. James talked about summer enrichment program. Student embraced the arts. They were worked very hard and the final day program there was standing room only for the performance. Mr. Ackiewicz has asked the Board Members to come up with a goal or two for the upcoming school year.

- B. ROLL CALL

Ms. Norine Ortiz- Yes

Mr. Mark Dooley – Yes

Ms. Edith Johnson – Yes

All were in favor and the motion carried.

XV. 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.

Thanked Ms. Ortiz for becoming the new Board President. Welcomed Mr. Ludwig as the new Principal. Road work is moving forward, glad to hear the elevator has been fixed.

- B. ROLL CALL

Ms. Norine Ortiz- Yes

Mr. Mark Dooley – Yes

Ms. Edith Johnson – Yes

All were in favor and the motion carried.

XVI. ADJOURNMENT

- A. Motion by Mr. Mark Dooley and second by Ms. Norine Ortiz to adjourn the meeting at 6:41 PM.
- B. Next Meeting is on September 22, 2025.
- C. ROLL CALL
 - Ms. Norine Ortiz- Yes
 - Mr. Mark Dooley – Yes
 - Ms. Edith Johnson – Yes

All were in favor and the motion carried.

Respectfully submitted,

Dennis Zakroff

School Business Administrator/ Board Secretary