

**Bridgeton Public Charter School
Regular Board Meeting
December 15, 2025**

Convenes 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 6:00 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. Thomas Ludwig

IV. ROLL CALL

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

B. Also Present:

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

V. REVIEW OF AGENDA

A. Questions- No questions on agenda items.

VI. OPEN TO PUBLIC

1. The public may ask questions pertaining to agenda items only. No public present

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 November 24, 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. Norine Ortiz to approve items 1 through 10 under Finance.
 - 1. Recommend approval of line item transfers for the Month of November 2025. (Backup L-1)
 - 2. Recommend the approval of the Board Secretary's Reports in November. 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 November 2025. The Treasurer's Report and the Secretary's Reports are in agreement for the month of November 2025. (Backup L-3)
 - 4. Recommend approval of the November bills as attached in the amount of \$196,587.64 (Back-up L-4)
 - 5. Recommend approval of the following payrolls (Backup L-5):
November 15, 2025 - \$64,639.80
November 30, 2025 - \$64,478.29
 - 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 Snowplowing Contract for the 2025-2026 school year from Pro Green. (Back-up L-7)
 - 8. Recommend to approve the Health and safety evaluation of the school buildings for the 2025-2026 school year. (Back-up L-8)
 - 9. Recommend to accept the Road work zoning approval letter. (Back-up L-9)
 - 10. Recommend to approve the proposal from Multi-Temp Mechanical for repairs to the 2nd floor water source heat pump in the amount of \$56,349.48 (Back-up L-10)
- 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 (None)

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. Norine Ortiz to approve item 1 under Facilities.
 - 1. Reports as presented by Mr. Joseph Keyek.
The playground was finalized by student voting.
- 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. Edith Johnson 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. Norine Ortiz to approve the Superintendent's Report.
 - 1. Reports as presented by Mr. Ackiewicz (S-1)
Mr. Ackiewicz and Dr. James talked about the professional development and the plans going forward. They reported on the many reports that have and need to be submitted. Discussed the new initiative for the new year going digital and announce the upcoming network events
- 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- No Report Executive Director absent

- A. Motion by _____ and second by _____ to accept the Executive Director's reports.
 - 1. Report as presented by Dr. Garcia.
- B. ROLL CALL

XVI. ADJOURNMENT

- A. Motion by Mr. Mark Dooley and second by Ms. Norine Ortiz to adjourn the meeting at 6:26 PM.
- B. Next Meeting is on January 26, 2026.
- 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