

**Bridgeton Public Charter School
Regular Board Meeting Minutes
March 17, 2025**

Convenes at 6:00 pm 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 24, 2024.

III. PLEDGE OF ALLEGIANCE

A. Led by Mr. Dennis Zakroff

IV. ROLL CALL

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

B. Also Present:

1. Matthew Ackiewicz, Superintendent- Absent
CCCSN Executive Director - Absent
CCCSN Deputy Director -Absent
Dennis Zakroff, Board Secretary/Business Administrator - Present
Christina Murphy, Treasurer - Present
Joseph Keyek, Facilities Manager - 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 present

VII. APPROVE MINUTES

A. Motion by Mr. Mark Dooley and second by Ms. Edith Johnson to approve the Minutes of the Regular session held on February 24, 2025.

B. ROLL CALL

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

All were in favor and the motion carried.

VIII. OLD BUSINESS- None

IX. FINANCE

- A. Motion by Ms. Norine Ortiz and second by Mr. Mark Dooley to approve items 1 through 8 under Finance.
1. Recommend approval of line item transfers for the Month of February 2025. (Backup L-1)
 2. Recommend the approval of the Board Secretary's Reports in February. 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 February 2025. The Treasurer's Report and the Secretary's Reports are in agreement for the month of February 2025. (Backup L-3)
 4. Recommend approval of the February bills as attached in the amount of \$212,603.07 (Back-up L-4)
 5. Recommend approval of the following payrolls (Backup L-5):
February 15, 2025 - \$59,475.36
February 28, 2025 - \$57,618.46
 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 2025. (Back-up L-6)
 8. Recommend to approve the proposal from ERCO in the amount of \$3,485.00 for ceiling work. (Back-up L-7)
 9. Recommend to approve the proposal from TSE in the amount of \$6,600.00. (Back-up L-8)
- B. ROLL CALL
Ms. Charlotte Gould – Yes
Ms. Norine Ortiz- Yes
Ms. Edith Johnson – Yes
Mr. Mark Dooley- Yes

All were in favor and the motion carried.

X. POLICY UPDATES – No updates

XI. PERSONNEL

- A. Motion by Ms. Norine Ortiz and second by Mr. Mark Dooley 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
Mr. Mark Dooley- 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.
- B. ROLL CALL
 - Ms. Charlotte Gould – Yes
 - Ms. Norine Ortiz- Yes
 - Ms. Edith Johnson – Yes
 - Mr. Mark Dooley- 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 Dr. James
- B. ROLL CALL
 - Ms. Charlotte Gould – Yes
 - Ms. Norine Ortiz- Yes
 - Ms. Edith Johnson – Yes
 - Mr. Mark Dooley- Yes

All were in favor and the motion carried.

XIV. SUPERINTENDENTS REPORT

- A. Motion by Ms. Norine Ortiz and second by Ms. Edith Johnson to approve the Superintendent's Report.
 - Presented the 2025-2026 school calendar.
 - The road project is continuing
 - Working on staffing and students for next year.
- B. ROLL CALL
 - Ms. Charlotte Gould – Yes
 - Ms. Norine Ortiz- Yes
 - Ms. Edith Johnson – Yes
 - Mr. Mark Dooley- 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.
 - No Report
- B. ROLL CALL
 - Ms. Charlotte Gould – Yes
 - Ms. Norine Ortiz- Yes
 - Ms. Edith Johnson – Yes
 - Mr. Mark Dooley- Yes

All were in favor and the motion carried.

XVI. ADJOURNMENT

- A. Motion by Ms. Norine Ortiz and second by Ms. Charlotte Gould to adjourn the meeting at 6:16 PM.
- B. Next Meeting is on April 28, 2025.
- C. ROLL CALL
 - Ms. Charlotte Gould – Yes
 - Ms. Norine Ortiz- Yes
 - Ms. Edith Johnson – Yes
 - Mr. Mark Dooley- Yes

All were in favor and the motion carried.

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator