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CENTRAL JERSEY COLLEGE PREP CHARTER  
SCHOOL

BOARD OF TRUSTEES

REGULAR MEETING  
NOVEMBER 3, 2018

**CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL**

101 Mettlers Rd, Somerset, NJ 08873  
Tel: 732-649-3954 Fax: 732-302-9993  
www.cjcollegeprep.org

**BOARD OF TRUSTEES REGULAR MEETING**

**Date:** November 3, 2018, 9:00 AM

**Place:** 101 Mettlers Rd, NJ 08873

**OPEN PUBLIC MEETINGS ACT STATEMENT**

In accordance with the “Open Public Meetings Act” P.L. 1975, c. 231 (Sunshine Law), the schedule and notification of this meeting have been published on Courier News and Home News Tribune since October 31, 2018. The meeting notice is also posted on main entrance of the school building.

**Mission Statement:**

The mission of Central Jersey College Prep Charter School (CJCP) is to provide academic and social challenges and opportunities for students to attain the skills necessary for success in post-secondary education.

**AGENDA**

- I. The Regular Meeting of the Central Jersey College Prep Charter School is called to order at 9:11 am. The Board reserves the right to act on any or all agenda items.

Moved by Mrs. Lewis, seconded by Mrs. Eke

Roll call: Motion #181103.1 adopted unanimously. (In favor: O.U, J.L, S.E)

Against: None Abstained: None

**Roll Call by Board Secretary, Mr. Fatih Kayalar:**

<b>Trustee</b>	<b>Position</b>	<b>Term Expires</b>	<b>Attendance</b>
Dr. Ferhan Tunagur	President	03/01/2020	Excused
Mrs. Jackie Lewis	Vice President	07/01/2019	Present
Dr. Ozcan Uzun	Member	12/01/2020	Present
Mrs. Sevil Eke	Member	12/01/2020	Present

**Also Present:**

<b>Member</b>	<b>Position</b>	<b>Attendance</b>
Dr. Namik Sercan	CEO	Present
Mr. Fatih Kayalar	Board Secretary/SBA	Present

**II. Acceptance of Agenda, Minutes and Reports**

Moved to accept the agenda for the September 08, 2018 Regular Meeting,

Moved by Dr. Uzun, seconded by Mrs. Eke

Roll call: Motion #181103.2 adopted unanimously. (In favor: O.U, J.L, S.E)

Against: None Abstained: None

***BE IT RESOLVED***, Central Jersey College Prep Charter School Board of Trustees approves the minutes and reports listed below.

- ❖ Regular Meeting Minutes for September 8, 2018
- ❖ Bill list from September 8, 2018 to November 2, 2018
- ❖ Treasurer Reports for July, August, and September 2018
- ❖ Board Secretary Reports for September 2018

Moved by Mrs. Eke, seconded by Mrs. Lewis

Roll call: Motion #181103.3 adopted unanimously. (In favor: O.U, J.L, S.E)

Against: None     Abstained: None

### **III. Public Comments**

Parents commented about:

- Ways of collaborating with Franklin Board of Education for athletics services
- Board members' profile to be posted on the website
- School directory to be posted on the website
- School's more involvement in matters concerning the larger community beyond the school community.

### **IV. CEO's Monthly Report – Dr. Sercan**

Dr. Sercan presented:

- 2018 PARCC Results
- Education spending per student for CJCP and sending districts
- Analysis of the school facility cost
- Projected enrollment for years until 2024-25 School Year
- Variety of school events and activities

### **V. Policy Adoptions**

- i. ***BE IT RESOLVED***, that the Board approves the second reading and adoption of the following policies or revised policies as detailed in the exhibits attached hereto and made a part of the minutes:

1. Policy 1613: Disclosure and Review of Applicants Employment History
2. Regulation 1613: Disclosure and Review of Applicants Employment History
3. Regulation 1240: Evaluation of the School Lead
4. Policy 1510: Americans with Disabilities Act
5. Policy 1570: Internal Controls
6. Policy 2418: Section 504 of the Rehabilitation Act of 1973 – Students
7. Policy 2460: Special Education
  - Policy 2460.1: Special Education – Location, Identification, and Referral
  - Policy 2460.8: Special Education – Free and Appropriate Public Education

- Policy 2460.15: Special Education – In-Service Training Needs for Professional and Paraprofessional Staff
  - Policy 2460.16: Special Education – Instructional Material to Blind or Print-Disabled Pupils
8. Policy 3221: Evaluation of Teachers  
 9. Policy 5600: Student Discipline/Code of Conduct  
 10. Policy 5512: Harassment, Intimidation, and Bullying

Moved by Mrs. Eke, seconded by Dr. Uzun to approve policy adoptions listed in item # **Vi.**

Roll call: Motion #181103.4 adopted unanimously. (In favor: O.U, J.L, S.E)  
 Against: None Abstained: None

**VI. Designations, Discussion and Action Items**

- i. **BE IT RESOLVED**, that the Board approves the following update of salary proportions for IDEA (Individuals with Disabilities Education Act-Basic) staff for the school year 2018-19. Ms. Inya-Agha separated from CJCP on 10/6/18. Ms. Mitchell’s grant assignment starts on date of hire—anticipated as November 1, 2018—and is prorated.

Name	Position	Total Salary	% Federal Funding	Amount Federal Funding	% Local Funding	Amount Local Funding
Jazmyne Mitchell	Case Manager/Social Worker	\$60,000	100%	\$60,000	0%	\$0

Moved by Dr. Uzun, seconded by Mrs. Lewis to approve designations and resolution listed in item # **Vii.**

Roll call: Motion #181103.5 adopted unanimously. (In favor: O.U, J.L, S.E)  
 Against: None Abstained: None

- ii. **BE IT RESOLVED**, that the Board approves the following update of salary proportions for Title I staff for the school year 2018-19. Ms. Prendergast was reassigned and is removed as of 10/1/18. The change is retroactive to 10/1/18 and prorated.

Name	Position	Total Salary	% Federal Funding	Amount Federal Funding	% Local Funding	Amount Local Funding
Isabella Macaro	Math Title I In-class Support Teacher	\$30,000	75	\$22,500	25	\$7,500

Moved by Dr. Uzun, seconded by Mrs. Lewis to approve designations and resolution listed in item # **VIii**.

Roll call: Motion #181103.6 adopted unanimously. (In favor: O.U, J.L, S.E)

Against: None Abstained: None

- iii. **BE IT RESOLVED**, that The Board hereby authorizes submission of the Fiscal Year 2019 grant application proposed program plan and budget in the amount of \$78,787 for NJ Dept. of Education competitive grant opportunity [19-CZ01-G06] Advanced Computer Science. See attached program abstract and budget summary.

Moved by Mrs. Lewis, seconded by Mrs. Eke to approve designations and resolution listed in item # **VIiii**.

Roll call: Motion #181103.7 adopted unanimously. (In favor: O.U, J.L, S.E)

Against: None Abstained: None

- iv. **BE IT RESOLVED**, that the Board hereby approves the Homebound Instruction Courses for qualified students. The amount is \$29 per week per course. **Appendix A**

Moved by Mrs. Lewis, seconded by Mrs. Eke to approve designations and resolution listed in item # **VIiv**.

Roll call: Motion #181103.8 adopted unanimously. (In favor: O.U, J.L, S.E)

Against: None Abstained: None

- v. **BE IT RESOLVED**, that the Board hereby approves the updated 2018-2019 Academic Calendar. **Appendix B**

Moved by Dr. Uzun, seconded by Mrs. Eke to approve designations and resolution listed in item # **VIv**.

Roll call: Motion #181103.9 adopted unanimously. (In favor: O.U, J.L, S.E)

Against: None Abstained: None

- vi. **BE IT RESOLVED**, that the Board of Trustees hereby approves the attendance of the listed school board members and district employees at the attached training, seminars, conferences and conventions, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and, be it further resolved, that the Central Jersey College Prep Charter School Board of Trustees authorizes in advance attendance at the attached training, seminars, conferences and conventions as detailed in the exhibit attached hereto and made a part of the minutes.

WHEREAS, the Board of Trustees deems participation in the following conferences by certain members and/or employees of the Board to be educationally necessary and fiscally prudent; and

WHEREAS, the costs aforesaid are and, as they further accrue, will be set forth in detailed documentation on file with the Office of the School Business Administrator;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees hereby approves the following travel events. Unless otherwise stated, all costs of registration, travel, meals and lodging are included, to the extent permitted by law. **Appendix C**

Moved by Dr. Uzun, seconded by Mrs. Eke to approve designations and resolution listed in item # **VIvi**.

Roll call: Motion #181103.10 adopted unanimously. (In favor: O.U, J.L, S.E)

Against: None Abstained: None

- vii. **BE IT RESOLVED**, that The Board hereby increase the Prime Design Landscapes Inc. landscaping services amount from \$275 to \$325 per cut for the matter of increasing 1 acre of the area for student's recess purpose. **Appendix D**

Moved by Dr. Uzun, seconded by Mrs. Lewis to approve designations and resolution listed in item # **VIvii**.

Roll call: Motion #181103.11 adopted unanimously. (In favor: O.U, J.L, S.E)

Against: None Abstained: None

- viii. **BE IT RESOLVED**, that The Board hereby approves Nickerson Corporation as a vendor for the gymnasium Boys & Girls PE Room Lockers purchase and installation. The amount is \$28,722.64. The purchase will be through ESCNJ (Educational Services Commission of New Jersey) State Approved Cooperative CO-OP BID # ESCNJ #65MCESCCPS (BID #MRESC 15/16-66) **Appendix E**

Moved by Mrs. Lewis, seconded by Dr. Uzun to approve designations and resolution listed in item # **VIiii**.

Roll call: Motion #181103.12 adopted unanimously. (In favor: O.U, J.L, S.E)

Against: None Abstained: None

- ix. **BE IT RESOLVED**, that The Board hereby approves DAKTRONICS as a vendor for the new Gymnasium Score Board purchasing. The amount is \$4,769.00. **Appendix F**

Moved by Mrs. Lewis, seconded by Mrs. Eke to approve designations and resolution listed in item # **VIix**.

Roll call: Motion #181103.13 adopted unanimously. (In favor: O.U, J.L, S.E)

Against: None Abstained: None

- x. **BE IT RESOLVED**, that The Board hereby approves Classic Sport Floors as a vendor for the new Gymnasium Basketball and Volleyball game floor lines. The amount is \$5,606.00 The purchase will be through ESCNJ (Educational Services Commission of New Jersey) State Approved Cooperative CO-OP BID # MRESC 15/16-65. **Appendix G**

Moved by Dr. Uzun, seconded by Mrs. Eke to approve designations and resolution listed in item # **VIx**.

Roll call: Motion #181103.14 adopted unanimously. (In favor: O.U, J.L, S.E)

Against: None Abstained: None

- xi. **BE IT RESOLVED**, that The Board hereby approves CDW-G as a vendor for the new 50 quantity of chrome books and Google Chrome Management Console Licenses, 12 Chromebook Charge Cart, 50 Samsung Galaxy Tab A Tablets purchase. The amount is \$34,125.00. The purchase will be through ESCNJ (Educational Services Commission of New Jersey) State Approved Cooperative CO-OP Contract #ESCNJ 18/19-03) **Appendix H**

Moved by Dr. Uzun, seconded by Mrs. Lewis to approve designations and resolution listed in item # **VIxi**.

Roll call: Motion #181103.15 adopted unanimously. (In favor: O.U, J.L, S.E)

Against: None Abstained: None

- xii. **BE IT RESOLVED**, that The Board hereby approves \$75/student (who scored a 5) stipend for below Teachers for the AP College Board Assessment.

<b>Teacher</b>	<b>Number of Students who scored a 5</b>	<b>Total Stipend Amount (\$75 Per Student)</b>
David Palladino	3	\$ 225.00
Justin Adam	1	\$ 75.00
Joanna Leontaris	4	\$ 300.00
Viladamir Stolerman	2	\$ 150.00
Maunela Jimenez	2	\$ 150.00
Murali Rajagopalan	1	\$ 75.00
Kevin Lombardo	4	\$ 300.00
Chetna Doshi	1	\$ 75.00

Moved by Dr. Uzun, seconded by Mrs. Lewis to approve designations and resolution listed in item # **VIxii**.

Roll call: Motion #181103.16 adopted unanimously. (In favor: O.U, J.L, S.E)

Against: None Abstained: None

- xiii. **BE IT RESOLVED**, that The Board hereby approves the following filed trips at no cost to Board. **Appendix I**

Moved by Dr. Uzun, seconded by Mrs. Eke to approve designations and resolution listed in item # **VIxiii**.

Roll call: Motion #181103.17 adopted unanimously. (In favor: O.U, J.L, S.E)

Against: None Abstained: None

- xiv. **BE IT RESOLVED**, that the Board hereby approves the updated sections of Student Handbook, which is attached as **Appendix J**

Moved by Mrs. Lewis, seconded by Mrs. Eke to approve designations and resolution listed in item # **VIxiv**.

Roll call: Motion #181103.18 adopted unanimously. (In favor: O.U, J.L, S.E)

Against: None Abstained: None

## VII. Human Resources

- i. ***BE IT RESOLVED***, that the Board, upon recommendation by the CEO, approves the hiring of new employees, adjustments in professional responsibilities, pertinent salary allocations, and additional stipends for 2018-2019 as detailed in the exhibit attached hereto and made a part of the minutes. ***Appendix K***

Moved by Dr. Uzun, seconded by Mrs. Eke to approve designations and resolution listed in item # **VIIIi**.

Roll call: Motion #181103.19 adopted unanimously. (In favor: O.U, J.L, S.E)

Against: None     Abstained: None

## VIII. Executive Session

Central Jersey College Prep Charter School is called to order for an executive session at 10:22 am.

- i. ***RESOLVED***, that The Board hereby approves the attached HIB report.

Moved by Dr. Uzun, seconded by Mrs. Eke to approve designations and resolution listed in item # **VIIIi**.

Roll call: Resolution #181103.20 adopted unanimously. (In favor: O.U, J.L, S.E)

Against: None     Abstained: None

Moved by Mrs. Lewis, seconded by Dr. Uzun to adjourn the Executive Session in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss topics such as personnel matters, attorney-client privilege matters, pending litigation, HIB monthly reports, negotiations and other such related matters pursuant to law N.J.S.A. 10:4-12(b).

Please Note: The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist; however, it is not presently known when such circumstances will exist.

## IX. Adjournment

Moved by Dr. Uzun, seconded by Mrs. Eke to adjourn the meeting at 10:36 a.m.

Roll call: Resolution #181103.21 adopted unanimously. (In favor: O.U, J.L, S.E)

Against: None     Abstained: None

### Attachments

- ❖ Regular Meeting Minutes for September 8, 2018
- ❖ Bill list from September 8, 2018 to November 2, 2018
- ❖ Treasurer Reports for July, August, and September 2018
- ❖ Board Secretary Reports for September 2018

### Appendices

- ❖ Appendix A: Contract with Educere
- ❖ Appendix B: 2018-2019 Academic Calendar
- ❖ Appendix C: Travel Reimbursements
- ❖ Appendix D: Prime Design Updated Quote



- ❖ Appendix E: Boys-Girls Lockers-ESCNJ-9-12-18
- ❖ Appendix F: Daktronics Quote
- ❖ Appendix G: Classic Sport Floors Quote.pdf
- ❖ Appendix H: CDW Quote-Chromebook
- ❖ Appendix I: Field Trips
- ❖ Appendix J: List of New Employees and Stipends since 9.8.2018