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**CENTRAL JERSEY COLLEGE PREP CHARTER
SCHOOL**

BOARD OF TRUSTEES

**REGULAR MEETING
OCTOBER 27, 2016**

REGULAR MEETING

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS.

CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL

17 Schoolhouse Rd, Somerset, NJ 08873
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BOARD OF TRUSTEES
REGULAR MEETING

Date : October 27, 2016/7:00pm
Place : 17 Schoolhouse Rd, NJ 08873

MINUTES

I. The Regular Meeting of the Central Jersey College Prep Charter School is called to order at 7:13 pm. The Board reserves the right to act on any or all agenda items.

Moved by Dr. Tunagur, seconded by Mrs. Lewis
Roll call: Motion #161027.1 adopted unanimously. (In favor: J.L., F.T., E.D.
Against: None Abstained: None).

Open Public Meeting Act Statement

This meeting was publicized in accordance with the requirements of the New Jersey Open Public Meetings Act, Chapter 231, P.L. 1975 and notification was given to all appropriate parties. The notice of this meeting was posted in Courier News.

Roll Call by Board Secretary, Mr. Atilla Sabahoglu:

Trustee	Position	Term Expires	Attendance
Dr. Ferhan Tunagur	President	03/01/2017	Present
Mrs. Jackie Lewis	Member	07/01/2019	Present
Mr. Erdogan Dur	Member	09/08/2017	Present

Also Present:

Member	Position	Attendance
Dr. Namik Sercan	CEO	Present
Mr. Atilla Sabahoglu	Board Secretary	Present

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

Moved to accept the October 2016 Regular Meeting Agenda,

Moved by Dr. Tunagur, seconded by Mrs. Lewis
Roll call: Motion #161027.2 adopted unanimously. (In favor: J.L., F.T., E.D.
Against: None Abstained: None).

- ❖ Regular Meeting Minutes of September 2016
- ❖ Treasurer Report for September 2016
- ❖ Board Secretary Reports for September 2016 and Revised June 2016
- ❖ Bill list from September 29th to October 26th 2016.

RESOLVED, that Central Jersey College Prep Charter School Board of Trustees approves the minutes and reports.

Moved by Dr. Tunagur, seconded by Mrs. Lewis
 Roll call: Resolution #161027.3 adopted unanimously. (In favor: J.L., F.T., E.D.
 Against: None Abstained: None).

III. Designations and Action Items

- a. **RESOLVED**, that The Board approves the following list of tutoring personnel for the Title I RtI program staff for the school year 2016-17 to be paid stipends from the Title I grant, \$20 per session during the week.

Justin Adam
 Francine Barker
 Rochelle Grovenor-Williams
 Patrica Kazar
 Joanna Leontaris
 Anjali Malik
 Neela Oza
 Michelle Podraza
 Janelle Fischer
 Farheen Jawed
 Cicely Owens
 Sule Simsek
 Mihaela Tingire
 Manuela Jimenez
 Jamie Wong

Moved by Dr. Tunagur, seconded by Mr. Dur to approve designations and resolution listed in item # **IIIa**.

Roll call: Resolution #161027.4 adopted unanimously. (In favor: J.L., F.T., E.D.
 Against: None Abstained: None).

- b. **RESOLVED**, that The Board of Trustees of Central Jersey College Prep Charter School approves the monthly lease agreement for 15 passenger van \$795/month from Acme Auto Leasing Agency to use for the student activity transportation till 06/30/2017.

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

Roll call: Resolution #161027.5 adopted unanimously. (In favor: J.L., F.T., E.D.

Against: None Abstained: None).

- c. **RESOLVED**, that The Board of Trustees of Central Jersey College Prep Charter School approves the attached Updated Bio Security Plan for 2016-2017 school year.

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

Roll call: Resolution #161027.6 adopted unanimously. (In favor: J.L., F.T., E.D.

Against: None Abstained: None).

- d. **RESOLVED**, that The Board of Trustees of Central Jersey College Prep Charter School authorizes Dr. Sercan to work with the legal counsel to present update options of the Bylaws to the Board in a future meeting.

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

Roll call: Resolution #161027.7 adopted unanimously. (In favor: J.L., F.T., E.D.

Against: None Abstained: None).

- e. **RESOLVED**, that The Board of Trustees of Central Jersey College Prep Charter School authorizes Dr. Sercan to study expansion options through charter amendment with the state including increase in enrollment and a satellite campus.

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

Roll call: Resolution #161027.8 adopted unanimously. (In favor: J.L., F.T., E.D.

Against: None Abstained: None).

- f. **RESOLVED**, that The Board hereby approves the attached budget transfers for September 2016(Attached).

Moved by Dr. Tunagur, seconded by Mrs. Lewis to approve designations and resolution listed in item # **III f**.

Roll call: Resolution #161027.9 adopted unanimously. (In favor: J.L., F.T., E.D.

Against: None Abstained: None).

- g. **RESOLVED**, that The Board hereby approves the contract with River Crossing Strategy Group in the amount up to \$5,000.00 per month.

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

Roll call: Resolution #161027.10 adopted unanimously. (In favor: J.L., F.T., E.D.

Against: None Abstained: None).

IV. Human Resources

- a. **RESOLVED**, that The Board of Trustees of Central Jersey College Prep Charter School approves Mr. James Shuman as a full-time In-Class Support Teacher at an annual salary of \$28,000 with benefits effective as of October 5, 2016 through June 30, 2017.

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

Roll call: Resolution #161027.11 adopted unanimously. (In favor: J.L., F.T., E.D.
Against: None Abstained: None).

- b. **RESOLVED**, that The Board of Trustees of Central Jersey College Prep Charter School approves Ms. Jenna Patane as a full-time Receptionist at an annual salary of \$26,000 with benefits effective as of October 24, 2016 through June 30, 2017.

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

Roll call: Resolution #161027.12 adopted unanimously. (In favor: J.L., F.T., E.D.
Against: None Abstained: None).

- c. **RESOLVED**, that The Board hereby approves \$4000 salary increase for our Community Outreach Coordinator Mrs. Asli Cebe due to additional duties related to the new title effective by 11/01/2016. Her new title will be Community Outreach Coordinator/Activity Coordinator.

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

Roll call: Resolution #161027.13 adopted unanimously. (In favor: J.L., F.T., E.D.
Against: None Abstained: None).

V. Public Comments

- Mrs. Dottin asked about revising a book that was required in a class.
- Mr. Peterson talked about Franklin Township Board Meeting and asked CJCP Board to be more active in the Township Meetings.
- Mr. Fryson discussed about the school communication. He also asked about the details about RTI program.
- Mrs. Bongiorno asked about the fundraising opportunities for the student activities. She also asked about the new building progress.
- Mrs. Petersen congratulate that CJCP became a Blue Ribbon School. She asked about how the Chromebook insurance policy works. She also discussed the school uniform quality.
- Mrs. Murphy asked about having more uniform options for the female students.
- Dr. Sercan explained that moving to the new building is still in process but it will take time to find out the exact details. He mentioned that CJCP is willing to change the school uniform vendor for the next school year. He also mentioned that new school web-site is in progress and it will be completely updated in 2-3 months.

VI. CEO's Monthly Report – Dr. Sercan

- Dr. Sercan informed that 3 representatives from CJCP will be going to Washington for Blue ribbon celebration on November 7 and 8 2016.
- Blue Ribbon Celebration will be held at CJCP on November 15, 2016.
- Dr. Sercan presented Advanced Placement Results for CJCP.

VII. Executive Session

Central Jersey College Prep Charter School is called to order for an executive session at 8:17 pm.

- Building matters and HIB case are discussed.

Moved by Dr. Tunagur, seconded by Mrs. Lewis 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, negotiations and other such related matters.

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.

VIII. Adjournment

Moved by Dr. Tunagur, seconded by Mrs. Lewis to adjourn the meeting at 9:10 p.m.
Roll call: Motion #161027.14 adopted unanimously. (In favor: J.L., F.T., E.D.
Against: None Abstained: None).

Attachments

- ❖ Regular Meeting Minutes of September 2016
- ❖ Treasurer Report for September 2016
- ❖ Board Secretary Reports for June 2016(Revised) and September 2016
- ❖ Bill list from September 29th to October 26 2016
- ❖ Budget Transfer for September 2016
- ❖ Bio Security Plan for 2016-17