



CENTRAL JERSEY COLLEGE PREP CHARTER
SCHOOL

BOARD OF TRUSTEES

RE-ORGANIZATION MEETING
SEPTEMBER 27, 2017

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS.

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CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL

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BOARD OF TRUSTEES
RE-ORGANIZATION MEETING

Date : September 27, 2017/7:00pm
Place : 101 Mettlers Rd, NJ 08873

AGENDA

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

Moved by _____, seconded by _____ Roll call:

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	03/01/2020	
Mrs. Jackie Lewis	Vice President	07/01/2019	
Dr. Ozcan Uzun	Member	11/30/2017	
Mrs. Sevil Eke	Member	11/30/2017	

Also Present:

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

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

Moved to accept the Re-Organization Meeting Agenda,

Moved by _____, seconded by _____ Roll call:

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

- ❖ Regular Meeting Minutes for September 2017
- ❖ Bill list from September 7 2017 to September 26 2017
- ❖ Treasurer Report for August 2017
- ❖ Board Secretary Report for August 2017

Moved by _____, seconded by _____ Roll call:

-----**RE-ORGANIZATION SECTION**-----

III. Appointments

- a. Physician.....Dr. Sathesh Evalappan
- b. Psychological Examiner.....Therapy Source
- c. Grant Coordinator..... Mrs. Lynne Ozgur
- d. School Business AdministratorMr. Atilla Sabahoglu
- e. Purchasing Agent Compliance Officer for Affirmative Action....Mr. Atilla Sabahoglu
- f. Safety & Health Designee.....Mrs. Wawa Bukong
- g. Custodian of Records (OPRA)..... Mr. Atilla Sabahoglu
- h. Board Secretary.....Mr. Atilla Sabahoglu
- i. Treasurer of School Monies.....Mr. Christopher Lessard

Motion by _____, seconded by _____ to approve appointments listed in items # **IIIa. through III i.**

IV. Public Comments

Board President or designee opens the public comment session on any topic. Each person is limited to speak for a period of three (3) minutes and will be asked to give their full name, spell their last name and provide their address. Board President or designee closes the public comment session on any topic.

V. Designations and Action Items

- a. **BE IT RESOLVED**, that The Board upon recommendation of the CEO approves \$15,050 change order for the Bid # 07-06

Moved by _____, seconded by _____ to approve designations and resolution listed in item # **Va.**

- b. **BE IT RESOLVED**, that The Board hereby approves revised school calendar for 2017-2018 school year.

Moved by_____, seconded by_____ to approve designations and resolution listed in item # **Vb**.

- c. **BE IT RESOLVED**, that The Board hereby approves updated salary proportions for Title I staff for the 2017-18 school year.

Moved by_____, seconded by_____ to approve designations and resolution listed in item # **Vc**.

- d. **BE IT RESOLVED**, that The Board hereby approves the additional space for the current building.

Moved by_____, seconded by_____ to approve designations and resolution listed in item # **Vd**.

- e. **BE IT RESOLVED**, that The Board hereby approves School Attorney – Ms. Brenda Liss at the firm of Riker Danzig Scherer Hyland Perretti, LLP. And Art Skaar for building issues for 2017-2018.

Moved by_____, seconded by_____ to approve designations and resolution listed in item # **IVe**.

- f. **BE IT RESOLVED**, that The Board hereby approves the Auditor – Mr. Richard Barre at the firm of Barre & Company, LLC. for 2017-2018 School Year.

Moved by_____, seconded by_____ to approve designations and resolution listed in item # **IVf**.

- g. **BE IT RESOLVED** that The Board hereby approves the School Business Administrator or designee as custodian of \$500 Petty Cash fund for **2017-2018** school year with a \$75 limit per purchase.

Motion by_____, seconded by_____ to approve designations and resolution listed in item # **Vg**.

- h. Approval of **Early Payment of Bills** - Resolution to designate a Board Member to review and approve early payment of bills as follows:

WHEREAS, the Board of Trustees of Central Jersey College Prep Charter School does recognize that there is an advantage to paying their obligations in a timely manner, and

WHEREAS, the Board of Trustees of Central Jersey College Prep Charter School does recognize that some billings become due before an official Board meeting, and that payment of said billings would benefit the Board monetarily and business wise, and therefore, be it:

BE IT RESOLVED, that the Board of Trustees of Central Jersey College Prep Charter School does hereby designate **Business Administrator** as their delegate to review and approve early payment of certain bills with official approval by the full Board at this official meeting following said approval. The list of bills that will be paid early is followed;

- Utility Bills

- Rent
- Advertisement and Public Notice Bills
- Insurance payments
- The accounts that functions with the limits, has certain payment dates and late/finance charges

Moved by_____, seconded by_____ to approve designations and resolution listed in item # **IVh**.

- i. **BE IT RESOLVED** that The Board hereby approves the Board membership renewal for Dr. Uzun and Mrs. Eke.

Motion by_____, seconded by_____ to approve designations and resolution listed in item # **VI**.

VI. Human Resources

- a. **BE IT RESOLVED**, that The Board hereby approves the attached personnel list.

Moved by_____, seconded by_____ to approve designations and resolution listed in item # **VIa**.

VII. CEO’s Monthly Report – Dr. Sercan

VIII. Executive Session

Central Jersey College Prep Charter School is called to order for an executive session at _____.

Moved by_____, seconded by_____ 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.

IX. Adjournment

Moved by_____, seconded by_____ to adjourn the meeting at _____ p.m.

Roll call:

Attachments

- ❖ Regular Meeting Minutes for September 2017
- ❖ Bill list from September 7 2017 to September 26
- ❖ August 2017 Budget Transfers
- ❖ Treasurer Report for August 2017
- ❖ Board Secretary Report for August 2017