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CENTRAL JERSEY COLLEGE PREP CHARTER
SCHOOL

BOARD OF TRUSTEES

REGULAR MEETING
DECEMBER 12, 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: December 12, 2018, 6:30 PM

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 December 08, 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 6:45. The Board reserves the right to act on any or all agenda items.

Moved by Dr. Uzun, seconded by Mrs. Eke

Roll call: Motion #181212.1 adopted unanimously. (In favor: O.U, J.L., S.E)

Against: None Abstained: None).

Roll Call by Board Secretary, Mr. Fatih Kayalar:

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

Also Present:

Member	Position	Attendance
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 December 12, 2018 Regular Meeting,

Moved by Dr. Uzun, seconded by Mrs. Eke

Roll call: Motion #181212.2 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.

- ❖ Special Called Meeting Minutes for November 19, 2018
- ❖ Bill list from November 3, 2018 to December 11, 2018
- ❖ Treasurer Reports for October, and November 2018
- ❖ Board Secretary Reports for October, and November 2018 2018

Moved by Dr. Uzun, seconded by Mrs. Eke

Roll call: Motion #181212.3 adopted unanimously. (In favor: O.U, J.L., S.E)

Against: None Abstained: None).

III. Public Comments

- A parent commented on the board meetings schedule.

IV. CEO's Monthly Report – Dr. Sercan

Dr. Sercan briefed the board regarding the following topics:

- College admission rate for current seniors. All seniors received acceptance to four-year colleges and universities.
- Senior students' status of graduation requirements. All seniors met the testing requirements for graduation.
- Scholarships. CJCP seniors have already been awarded \$1.2M scholarship.
- RTI program English and Math
- Gifted and Talented program
- Development of athletics program

V. Policy Adoptions

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

1. Policy 2200: Curriculum Content
2. Regulation 2200: Curriculum Content
3. Policy 2411: Guidance Counseling
4. Regulation 2411: Guidance Counseling
5. Policy 2418: Section 504 of the Rehabilitation Act of 1973 – Students
6. Regulation 2418: Section 504 of the Rehabilitation Act of 1973 – Students
7. Policy 2423: Bilingual and ESL Education
8. Regulation 2423: Bilingual and ESL Education
9. Policy 3232: Tutoring Services

Moved by Dr. Uzun, seconded by Mrs. Eke to approve policy adoptions listed in item #V
Roll call: Motion #181212.4 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 Board Meeting schedule for the fiscal year 2018-2019. Unless otherwise decided, each meeting will be held at the school building, starting at 6:30 pm.

January 23, 2019, Wednesday
February 27, 2019, Wednesday
March 27, 2019, Wednesday
May 29, 2019, Wednesday
June 26, 2019, Tuesday

Moved by Mrs. Eke, seconded by Dr. Tunagur to approve designations and resolution listed in item #Vi
Roll call: Motion #181212.5 adopted unanimously. (In favor: O.U, J.L., S.E)
Against: None Abstained: None).

- ii. **BE IT RESOLVED**, that The Board hereby approves the following Collaborative Educational Service agreement and contract with ESCNJ (EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY) in specified amounts of the attached collaborative service rates. **Appendix B**

Moved by Dr. Uzun, seconded by Mrs. Eke to approve designations and resolution listed in item #Vii
Roll call: Motion #181212.6 adopted unanimously. (In favor: O.U, J.L., S.E)
Against: None Abstained: None).

- iii. **BE IT RESOLVED**, that The Board hereby approves Picture Perfect Landscaping & Snow Plowing, as the snow plowing company for the school for 2018-19 school year in specified amounts of the attached service rates. **Appendix C**

Moved by Mrs. Eke, seconded by Dr. Tunagur to approve designations and resolution listed in item #Viii
Roll call: Motion #181212.7 adopted unanimously. (In favor: O.U, J.L., S.E)
Against: None Abstained: None).

- iv. **BE IT RESOLVED**, that The Board hereby approves the following video production service agreement and contract with FJL Production LLC. in specified amounts of \$15,500. See attached proposals in **Appendix D**

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

Roll call: Motion #181212.8 adopted unanimously. (In favor: O.U, J.L., S.E)
Against: None Abstained: None).

- v. **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 E**

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

Roll call: Motion #181212.9 adopted unanimously. (In favor: O.U, J.L., S.E)
Against: None Abstained: None).

- vi. **BE IT RESOLVED**, that The Board hereby approves the HIB self-assessment report. **Appendix F**

Moved by Dr. Uzun, seconded by Dr. Tunagur to approve designations and resolution listed in item #Vvi

Roll call: Motion #181212.10 adopted unanimously. (In favor: O.U, J.L., S.E)
Against: None Abstained: None).

- vii. **BE IT RESOLVED**, that The Board hereby approves the updated testing calendar. **Appendix G**

Moved by Dr. Uzun, seconded by Dr. Tunagur to approve designations and resolution listed in item #Vvii

Roll call: Motion #181212.11 adopted unanimously. (In favor: O.U, J.L., S.E)
Against: None Abstained: None).

- viii. **BE IT RESOLVED**, that The Board hereby approves Papercut Print Solution lease for copiers to control copier usage with the term of 36 months and the monthly payment of \$199 and approves Ameritechnology LLC. as a vendor. The quote is attached as **Appendix H**

Moved by Dr. Uzun, seconded by Dr. Tunagur to approve designations and resolution listed in item #Vviii

Roll call: Motion #181212.12 adopted unanimously. (In favor: O.U, J.L., S.E)
Against: None Abstained: None).

- ix. **BE IT RESOLVED**, that The Board hereby approves the attached budget transfers for October and November 2018. **Appendix I**

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

Roll call: Motion #181212.13 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 J**

Moved by Dr. Uzun, seconded by Mrs. Eke to approve the motion listed in item #**Vii**
Roll call: Motion #181212.14 adopted unanimously. (In favor: O.U, J.L., S.E)
Against: None Abstained: None).

- ii. **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.

Moved by Dr. Uzun, seconded by Mrs. Eke to approve the motion listed in item #**Vii**
Roll call: Motion #181212.14 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 7:24 pm.

Moved by Dr. Uzun, seconded by Mrs. Eke 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, **settlement agreement with Employee# 321** and the payment of \$3000 in accordance with the terms therein, 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 8:10 p.m.
Roll call: Motion #181212.15 adopted unanimously. (In favor: O.U, J.L., S.E)
Against: None Abstained: None).

Attachments

- ❖ Special Called Meeting Minutes for November 19, 2018
- ❖ Bill list from November 3, 2018 to December 11, 2018
- ❖ Treasurer Reports for October, and November 2018
- ❖ Board Secretary Reports for October, and November 2018 2018

Appendices

- ❖ Appendix A: Policies and Regulations
- ❖ Appendix B: ESCNJ Collaborative Services Rates
- ❖ Appendix C: Snow Contracts Rate Comparison 2018-19
- ❖ Appendix D: Video Production Quotes

- ❖ Appendix E: Travel Reimbursements
- ❖ Appendix F: HIB Self-Assessment Report
- ❖ Appendix G: Testing Calendar
- ❖ Appendix H: Papercut Solution Lease Proposal
- ❖ Appendix I: Budget Transfers of Oct and Nov
- ❖ Appendix J: List of New Employees and Stipends since 11.19.2018