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CENTRAL JERSEY COLLEGE PREP CHARTER  
SCHOOL

BOARD OF TRUSTEES

REGULAR MEETING  
AUGUST 25, 2016  
RESCHEDULED TO SEPTEMBER 8, 2015

REGULAR MEETING

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS.

**CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL**

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**BOARD OF TRUSTEES**  
**REGULAR MEETING**

**Date** : July14, 2016/7:00pm  
**Place** : 17 Schoolhouse 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	03/01/2017	
Mrs. Jackie Lewis	Member	07/01/2019	
Mr. Ibrahim Bakir	Member	09/20/2018	

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

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

Moved to accept the August 2016 Regular Meeting Agenda,

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ Roll call:

- ❖ Regular Meeting Minutes of July 2016
- ❖ Special Called Meetings of August 2, 2016, August 10, 2016, and August 11, 2016
- ❖ Treasurer Reports for June and July 2016
- ❖ Board Secretary Reports for June and July 2016
- ❖ Bill list from June 25<sup>th</sup> 2016 to September 7<sup>th</sup> 2016.

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

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 Administrator .....Mr. 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. Designations and Action Items**

- a. **BE IT RESOLVED**, that The Board hereby approves the Student and Staff Handbooks for 2016-2017.

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve designations and resolution listed in item # **IIIa**.

- b. **BE IT RESOLVED**, that The Board hereby approves to reimburse staff members' certification exam fees aligned with their assignments. The staff members must have passing grade in order to qualify for the reimbursement. If CJCP administration designates individuals to possess particular certificates, CJCP agrees to pay all certification related expenses.

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve designations and resolution listed in item # **IIIb**.

- c. **BE IT RESOLVED**, that the Board of Trustees of Central Jersey College Prep Charter School approves attached Title School Compact and Parental Involvement Policy (Attached).

Moved by\_\_\_\_\_, seconded by\_\_\_\_\_ to approve designations and resolution listed in item # **IIIc**.

- d. **BE IT RESOLVED**, that The Board hereby authorizes submission of the Fiscal Year 2017 proposed program plan and budget for Charter Expansion Supplemental[NGO: 15-CA86-B07] for the allocation amount of \$100,000; USDE award number: CFDA 84.282A

Moved by\_\_\_\_\_, seconded by\_\_\_\_\_ to approve designations and resolution listed in item # **III d**.

- e. **BE IT RESOLVED**, that The Board hereby authorizes acceptance of funds in the amount of \$1,483 for FY16 IIS (Instructional Improvement System) [NGO: 17-RT06-A01] grant extension, aka edConnect NJ; USDOE award number: CFDA 84.413A

Moved by\_\_\_\_\_, seconded by\_\_\_\_\_ to approve designations and resolution listed in item # **III e**.

- f. **BE IT RESOLVED**, that The Board hereby approves attached Memorandum of Agreement for 2016-2017 school year.

Moved by\_\_\_\_\_, seconded by\_\_\_\_\_ to approve designations and resolution listed in item # **III f**.

- g. **BE IT RESOLVED**, that The Board hereby approves the Board Meeting schedule for 2016-2017 school year.

Moved by\_\_\_\_\_, seconded by\_\_\_\_\_ to approve designations and resolution listed in item # **III g**.

- h. **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 2016-2017.

Moved by\_\_\_\_\_, seconded by\_\_\_\_\_ to approve designations and resolution listed in item # **IV h**.

- i. **BE IT RESOLVED**, that The Board hereby approves the Auditor – Mr. Richard Barre at the firm of Barre & Company, LLC. for 2016-2017 School Year.

Moved by\_\_\_\_\_, seconded by\_\_\_\_\_ to approve designations and resolution listed in item # **IV i**.

- j. **BE IT RESOLVED**, that The Board hereby approves the attached budget transfers for June and July 2016(Attached).

Moved by\_\_\_\_\_, seconded by\_\_\_\_\_ to approve designations and resolution listed in item # **IVj**.

- k. **BE IT RESOLVED**, that The Board hereby renews Get Cleaned Inc. with \$1755 per week for 2016-2017 school year

Moved by\_\_\_\_\_, seconded by\_\_\_\_\_ to approve designations and resolution listed in item # **IVk**.

- l. **BE IT RESOLVED**, that The Board hereby accepts Mr. Ibrahim Bakir's resignation from CJCP Board Member as of 8/17/2016.

Moved by\_\_\_\_\_, seconded by\_\_\_\_\_ to approve designations and resolution listed in item # **IVl**.

- m. **BE IT RESOLVED** that The Board hereby approves the School Business Administrator or designee as custodian of \$500 Petty Cash fund for **2016-2017** school year with a \$75 limit per purchase.

Motion by\_\_\_\_\_, seconded by\_\_\_\_\_ to approve designations and resolution listed in item # **Vm**.

- n. **BE IT RESOLVED** that The Board hereby approves the HIB Assessment for 2016 -2017 school year.

Motion by\_\_\_\_\_, seconded by\_\_\_\_\_ to approve designations and resolution listed in item # **Vn**.

- o. **BE IT RESOLVED** that The Board hereby approves the new members for CJCP Board.

Motion by\_\_\_\_\_, seconded by\_\_\_\_\_ to approve designations and resolution listed in item # **Vo**.

- p. **BE IT RESOLVED** that The Board approves the following salary proportions for Title I staff for the school year 2016-17(Attached).

Motion by\_\_\_\_\_, seconded by\_\_\_\_\_ to approve designations and resolution listed in item # **Vp**.

- q. **BE IT RESOLVED** that The Board approves the following the computer usage policy as indicated below.

Parents are given three options to choose from in relation to the computer assignment.

- a. Parent provides the computer.
- b. Parent pays \$60 technology fee to defray the cost for insurance and the protective case.
- c. Parents sign a contract that identifies the cost for maintenance and labor.

Motion by\_\_\_\_\_, seconded by\_\_\_\_\_ to approve designations and resolution listed in item # **Vq**.

r. **BE IT RESOLVED** that The Board approves the Staff Recognition Policy for 2016-2017 school year as follows.

- Team Achievements: Teachers who sponsor/coach academic or non-academic teams that receive 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> place will be recognized as follows:
  - Regional Level - \$100 (1<sup>st</sup> Place), \$75 (2<sup>nd</sup> Place), \$50 (3<sup>rd</sup> Place)
  - State Level - \$150 (1<sup>st</sup> Place), \$125 (2<sup>nd</sup> Place), \$100 (3<sup>rd</sup> Place)
  - National Level - \$1000 (1<sup>st</sup> Place), \$750 (2<sup>nd</sup> Place), \$500 (3<sup>rd</sup> Place)
- Academic Achievements: Teachers receive \$100 for top three placement in testing subjects among schools located in Franklin Township.
- Advanced Placement teachers receive \$75 per student who scores a three (3) or above in the AP exams administered by the College Board.

Motion by\_\_\_\_\_, seconded by\_\_\_\_\_ to approve designations and resolution listed in item # **Vr**.

**V. Human Resources**

a. **BE IT RESOLVED**, that The Board hereby approves the appointment of Dr. Namik Sercan as the new CEO for 2016-17 school year. The CEO contract for 2016-2017 is attached.

Moved by\_\_\_\_\_, seconded by\_\_\_\_\_ to approve designations and resolution listed in item # **IVa**

b. **BE IT RESOLVED**, that The Board hereby approves the Final Staff Roster for 2016-2017(Attached).

Moved by\_\_\_\_\_, seconded by\_\_\_\_\_ to approve designations and resolution listed in item # **IVb**

**VI. CEO's Monthly Report – Dr. Sercan**

- PARCC Test
- 2016-2017 Enrollment

**VII. 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.

**VIII. Executive Session**

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

- Building Issues
- Legal matters

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve designations and resolution listed in item # VIIIa.

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 of July 2016
- ❖ Special Called Meeting of August 2016
- ❖ Treasurer Reports for June and July 2016
- ❖ Board Secretary Reports for June and July 2016
- ❖ Bill list from June 25<sup>th</sup> 2016 to September 7<sup>th</sup> 2016
- ❖ Memorandum of Agreement for 2016-2017
- ❖ Final Staff Roster for 2016-2017
- ❖ Budget Transfers for June and July 2016
- ❖ CEO's Contract for 2016-17
- ❖ HIB Assessment