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**CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL**

**BOARD OF TRUSTEES**

**REGULAR MEETING  
MAY 14, 2019**

**CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL**

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**BOARD OF TRUSTEES REGULAR MEETING**

**Date:** May 14, 2019, 6:30 PM

**Place:** 101 Mettlers Rd, Somerset, 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 on May 07, 2019.

**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 6:37 pm. The Board reserves the right to act on any or all agenda items.

Moved by Mrs. Eke, seconded by Dr. Uzun

Roll call: Motion #190514.1 adopted unanimously. (In favor: J.L., O.U, F.T., 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	Present
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
Vacant	Member		

**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 May 14, 2019 Regular Meeting,

Moved by Mrs. Eke, seconded by Dr. Uzun

Roll call: Motion #190514.2 adopted unanimously. (In favor: J.L., O.U, F.T., 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 March 27, 2019](#)
- ❖ [Bill list from March 27, 2019, to May 13, 2019](#)
- ❖ [Board Secretary Reports for March and April 2019](#)
- ❖ [Treasurer Report for March 2019 and April 2019](#)

Moved by Dr. Uzun, seconded by Dr. Tunagur

Roll call: Motion #190514.3 adopted unanimously. (In favor: J.L., O.U, F.T., S.E)

Against: None     Abstained: None.

**III. Public Comments**

No public comment.

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

Dr. Sercan reported to the Board on the following topics:

- ❖ 2019 US News Best High Schools Rankings
- ❖ NJDOE's summative scores on CJCP and other schools in sending districts
- ❖ Student enrollment for 2019

**V. Policy Adoptions**

- i. **BE IT RESOLVED**, that the Board approves the second reading and adoption of the following policies regulations as detailed in the exhibits attached hereto and made a part of the minutes [Appendix A](#):

1. Policy 5530.04 Administering an Opioid Antidote
2. Policy 5756 Transgender Students
3. Regulation 5530.04 Administering an Opioid Antidote

Moved by Dr. Uzun, seconded by Mrs. Eke

Roll call: Motion #190514.4 adopted unanimously. (In favor: J.L., O.U, F.T., S.E)

Against: None     Abstained: None.

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

- i. **BE IT RESOLVED**, that The Board hereby approves Horizon Blue Cross Blue Shield as a medical and dental insurance provider for the School Year 2019-2020. Dental plan cost stayed unchanged and health plan will be increasing 5% for the same plan design, and changing the Deductible/Out-of-Pocket term from January 01, to September 01 for 2019 - 2020 plan year, which will correspond with the HRA plan as of 9/1/19. [Appendix B](#)

Moved by Mrs. Eke, seconded by Dr. Tunagur  
Roll call: Motion #190514.4 adopted unanimously. (In favor: J.L., O.U, F.T., S.E)  
Against: None     Abstained: None.

- ii. **BE IT RESOLVED**, that The Board hereby approves the attached Title I grant application type from Targeted Assistance to Schoolwide programs. [Appendix C](#)

Moved by Dr. Uzun, seconded by Mrs. Eke  
Roll call: Motion #190514.5 adopted unanimously. (In favor: J.L., O.U, F.T., S.E)  
Against: None     Abstained: None.

- iii. **BE IT RESOLVED**, BE IT RESOLVED, that the Board approves the following updates for the 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 14, 2019, Tuesday
- ~~May 29, 2019, Wednesday~~ **Cancelled**
- June 26, 2019, Tuesday

Moved by Mrs. Lewis, seconded by Dr. Tunagur  
Roll call: Motion #190514.6 adopted unanimously. (In favor: J.L., O.U, F.T., S.E)  
Against: None     Abstained: None.

- iv. **BE IT RESOLVED**, that The Board hereby approves the attached budget transfers on April 15, 2019. [Appendix D](#)

Moved by Mrs. Eke, seconded by Dr. Uzun  
Roll call: Motion #190514.7 adopted unanimously. (In favor: J.L., O.U, F.T., S.E)  
Against: None     Abstained: None.

- v. **BE IT RESOLVED**, that The Board hereby awards the winner for landscaping services for the year 2019.
- Spooky Brook Landscaping, Inc. 18,500.00/year
  - Prime Design Landscapes 17,520.00/year
  - Arley Ramirez Landscape 27,00.00/year

Moved by Dr. Uzun, seconded by Mrs. Eke

Roll call: Motion #190514.8 adopted unanimously. (In favor: J.L., O.U, F.T., S.E)

Against: None     Abstained: None.

- vi. **BE IT RESOLVED**, that The Board hereby approves the attached amendment on the Employee Handbook as presented in [Appendix E](#)

Moved by Dr. Tunagur, seconded by Mrs. Eke

Roll call: Motion #190514.9 adopted unanimously. (In favor: J.L., O.U, F.T., S.E)

Against: None     Abstained: None.

- vii. **BE IT RESOLVED**, that The Board hereby approves the following field trips. [Appendix F](#)

Moved by Mrs. Eke, seconded by Dr. Tunagur

Roll call: Motion #190514.10 adopted unanimously. (In favor: J.L., O.U, F.T., S.E)

Against: None     Abstained: None.

- viii. **WHEREAS**, Central Jersey College Prep Charter School (CJCP)'s amendment petition was approved by the New Jersey Department of Education on February 28, 2017, to start a satellite campus in the City of New Brunswick.

**WHEREAS**, CJCP administration has entered into a contract with the Anshe Emeth Memorial Temple to rent certain available spaces to start the satellite campus. CJCP Board of Trustees approved the preliminary lease agreement in its meeting on March 27, 2019.

**THEREFORE, BE IT RESOLVED** that the Board hereby approves the charter amendment application to the New Jersey Department of Education to add the facility located at 222 Livingston Avenue, New Brunswick, NJ 08901 as a satellite campus.

Moved by Dr. Uzun, seconded by Dr. Tunagur

Roll call: Motion #190514.11 adopted unanimously. (In favor: J.L., O.U, F.T., 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 G](#)

Moved by Dr. Uzun, seconded by Dr. Tunagur

Roll call: Motion #190514.12 adopted unanimously. (In favor: J.L., O.U, F.T., S.E)

Against: None Abstained: None.

**VIII. Executive Session**

Central Jersey College Prep Charter School is called to order for an executive session at 7:10 pm.

Moved by Dr. Uzun, seconded by Dr. Tunagur 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.

Roll call: Motion #190514.13 adopted unanimously. (In favor: J.L., O.U, F.T., S.E)

Against: None Abstained: None.

**IX. Adjournment**

Moved by Dr. Uzun, seconded by Dr. Tunagur to adjourn the meeting at 7:28 p.m.

Roll call: Motion #190514.14 adopted unanimously. (In favor: J.L., O.U, F.T., S.E)

Against: None Abstained: None.

**Attachments**

- ❖ Regular Meeting Minutes for March 27, 2019
- ❖ Bill list from March 27, 2019, to May 13, 2019
- ❖ Board Secretary Reports for March and April 2019

**Appendices**

- ❖ ***Appendix A:*** Policies and Regulations
- ❖ ***Appendix B:*** Dental and Health Insurance Renewal
- ❖ ***Appendix C:*** Title I grant application type
- ❖ ***Appendix D:*** CJCP Budget Transfers
- ❖ ***Appendix E:*** Employee Handbook Amendment
- ❖ ***Appendix F:*** CJCP List of Field Trips
- ❖ ***Appendix G:*** List of Changes of Employees