

**M  
I  
N  
U  
T  
E  
S**



**CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL**

**BOARD OF TRUSTEES**

**REGULAR MEETING  
JUNE 26, 2019**

**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:** June 26, 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 January 15, 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 7:04 PM. The Board reserves the right to act on any or all agenda items.

Moved by Mrs. Lewis, seconded by Mrs. Eke

Roll call: Motion #190626.1 adopted unanimously. (In favor: J.L., O.U, F.T., S.E)

Against: None Abstained: None.

**Roll Call by Board Secretary, Mr. Fatih Kayalar:**

Trustee	Position	Term Expires	Attendance
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:**

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 June 26, 2019, Regular Meeting,

Moved by Dr. Uzun, seconded by Mrs. Lewis

Roll call: Motion #190626.2 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 May 14, 2019](#)
- ❖ [Bill list from May 14, 2019, to June 24, 2019](#)
- ❖ [Board Secretary Reports for May 2019](#)
- ❖ [Treasurer Report for May 2019](#)

Moved by Dr. Uzun, seconded by Dr. Tunagur

Roll call: Motion #190626.3 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:

- Graduation Ceremony
- Updates about the New Brunswick Campus
- Summative data on student discipline
- Staff attendance for the School Year 2018-2019
- Summer Remedial Programs

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

- i. **BE IT RESOLVED**, that the Board upon recommendation by the School Business Administrator hereby award and approve the contract with Maschio's Food Services for 2019-2020 school year. The contract to Maschio's with an annual management fee in the amount of \$25,000.00. Maschio's guarantees a return to the SFA (School Food Authority) in the amount of \$50,000.00. In the event, the actual bottom line of the operational report (total revenue from all sources less program costs, including the management fee) is below this amount. Maschio's shall be responsible for any shortfall with the stated guarantee conditions. [Appendix A](#)

Moved by Dr. Uzun, seconded by Dr. Tunagur

Roll call: Motion #190626.4 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 Board membership renewal for Mrs. Lewis.

Moved by Dr. Uzun, seconded by Dr. Tunagur  
Roll call: Motion #190626.5 adopted unanimously. (In favor: O.U, F.T., S.E)  
Against: None     Abstained: Mrs. Lewis.

- iii. **BE IT RESOLVED**, the Board of Trustees hereby consent to the adopting of the following resolution appointing the following staff member as the school’s Affirmative Action Officer: Mrs. Tasha Mosconi

Moved by Dr. Uzun, seconded by Mrs. Lewis  
Roll call: Motion #190626.6 adopted unanimously. (In favor: J.L., O.U, F.T., S.E)  
Against: None     Abstained: None.

- iv. **BE IT RESOLVED**, the Board of Trustees hereby consent to the adopting of the following resolution authorizing the Affirmative Action Team to conduct the needs assessment and develop a comprehensive equity plan. [Appendix B](#)

Moved by Dr. Uzun, seconded by Mrs. Lewis  
Roll call: Motion #190626.7 adopted unanimously. (In favor: J.L., O.U, F.T., S.E)  
Against: None     Abstained: None.

- v. **BE IT RESOLVED**, the Board of Trustees hereby consent to the adopting of the following resolution authorizing the submission of the proposed Comprehensive Equity Plan. [Appendix B](#)

Moved by Dr. Tunagur, seconded by Mrs. Eke  
Roll call: Motion #190626.8 adopted unanimously. (In favor: J.L., O.U, F.T., S.E)  
Against: None     Abstained: None.

- vi. **BE IT RESOLVED**, the Board of Trustees hereby approves the 2017-2018 HIB self-assessment report [Appendix C](#)

Moved by Mrs. Lewis, seconded by Dr. Uzun  
Roll call: Motion #190626.9 adopted unanimously. (In favor: J.L., O.U, F.T., S.E)  
Against: None     Abstained: None.

- vii. **BE IT RESOLVED**, that The Board hereby authorizes the CEO to run summer school programs including enrichment and remedial sessions.

Moved by Dr. Uzun, seconded by Mrs. Eke  
Roll call: Motion #190626.10 adopted unanimously. (In favor: J.L., O.U, F.T., S.E)  
Against: None Abstained: None. Absent: None

- viii. **WHEREAS**, CJCP student Sidney Johnson competes in the High School Sport of Gymnastics sanctioned by the NJSIAA as an Independent/Individual member at and with the Somerville High School gymnastics team for the Fall of 2019 Season.

**BE IT RESOLVED**, that The Board hereby appoints Somerville High School Gymnastics Coaches Cindy Wagner and Bethany Wagner in this official capacity as her coaches for the season.

Moved by Mrs. Lewis, seconded by Mrs. Eke  
Roll call: Motion #190626.11 adopted unanimously. (In favor: J.L., O.U, F.T., S.E)  
Against: None Abstained: None. Absent: None

- ix. **BE IT RESOLVED**, that The Board hereby approves the payment for the child study team services to The Educational Services Commission of New Jersey in the amount of \$1,212.00 [Appendix D](#)

Moved by Dr. Tunagur, seconded by Mrs. Lewis  
Roll call: Motion #190626.12 adopted unanimously. (In favor: J.L., O.U, F.T., S.E)  
Against: None Abstained: None. Absent: None

- x. **BE IT RESOLVED**, that The Board hereby approves the attached budget transfers on May, 2019. [Appendix E](#)

Moved by Dr. Uzun, seconded by Dr. Tunagur,  
Roll call: Motion #190626.13 adopted unanimously. (In favor: J.L., O.U, F.T., S.E)  
Against: None Abstained: None. Absent: None

- i. **BE IT RESOLVED**, that The Board hereby approves the Food Service Consolidation Agreement with Middlesex County STEM Charter School for the School Year 2019 - 2020. [Appendix F](#)

Moved by Dr. Tunagur, seconded by Mrs. Eke,  
Roll call: Motion #190626.14 adopted unanimously. (In favor: O.U, F.T., S.E)  
Against: None Abstained: O.U. Absent: J.L.

**VI. Executive Session**

Central Jersey College Prep Charter School is called to order for an executive session at 7:57 PM.

- HIB cases are discussed.

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, 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.

## VII. Human Resources

- 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 the school years of 2018-2019 and 2019 - 2020 as detailed in the exhibit attached hereto and made a part of the minutes. [Appendix G](#)

Moved by Dr. Tunagur, seconded by Mrs. Eke

Roll call: Motion #190626.15 adopted unanimously. (In favor: O.U, F.T., S.E)

Against: None Abstained: None Absent: J.L.

## VIII. Adjournment

Moved by Dr. Tunagur, seconded by Dr. Uzun to adjourn the meeting at 11:30 p.m.

Roll call: Motion #190626.16 adopted unanimously. (In favor: O.U, F.T., S.E)

Against: None Abstained: None Absent: J.L.

## Attachments

- ❖ Regular Meeting Minutes for May 14, 2019
- ❖ Bill list from May 14, 2019, to June 24, 2019
- ❖ Board Secretary Reports for May 2019

## Appendices

- ❖ *Appendix A:* Food Service Contract
- ❖ *Appendix B:* Comprehensive Equity Plan
- ❖ *Appendix C:* HIB self-assessment report of 2017-2018
- ❖ *Appendix D:* Child Study Team Services Contract
- ❖ *Appendix E:* CJCP Budget Transfers of May 2019
- ❖ *Appendix F:* Consolidation Agreement
- ❖ *Appendix G:* List of Changes of Employees