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CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL

BOARD OF TRUSTEES

REGULAR MEETING  
MAY 27, 2020

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS AND HOME NEWS  
TRIBUNE ON SEPTEMBER 18, 2019.

**CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL**

101 Mettlers Rd, Somerset, NJ 08873  
Tel: 732-649-3954 Fax: 732-302-9993  
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**BOARD OF TRUSTEES REGULAR MEETING**

**Date:** May 27, 2020, 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 September 18, 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 \_\_\_\_\_ PM. The Board reserves the right to act on any or all agenda items.

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

**Roll Call by, Dr. Ferhan Tuangur:**

<b>Trustee</b>	<b>Position</b>	<b>Term Expires</b>	<b>Attendance</b>
Dr. Ferhan Tunagur	President	03/01/2023	
Mrs. Jackie Lewis	Vice President	07/01/2022	
Dr. Ozcan Uzun	Member	12/01/2020	
Mrs. Sevil Eke	Member	12/01/2020	
Vacant	Member		

**Also Present:**

<b>Member</b>	<b>Position</b>	<b>Attendance</b>
Dr. Namik Sercan	CEO	
Mr. Fatih Kayalar	Board Secretary/SBA	

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

- i. ***BE IT RESOLVED***, Central Jersey College Prep Charter School Board of Trustees approves the May, 2020, Regular Meeting agenda,

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- ii. ***BE IT RESOLVED***, that the Board approves the minutes and reports listed below.

- ❖ [Regular Meeting Minutes for March 25, 2020](#)
- ❖ [Bill list from Mach 25 to May 22, 2020](#)
- ❖ [Treasurer Reports of March and April 2020](#)
- ❖ [Board Secretary Reports for March and April 2020](#)

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

**III. Public Comments**

The 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. The Board President or designee closes the public comment session on any topic.

**IV. Chief Education Officer's Monthly Report – Dr. Sercan**

Dr. Sercan presented:

- National Character School designation
- Performance evaluations in progress
- 2020-2021 Instructional Employee [Updates](#)
- Enrollment updates - 1,255 enrolled.
- AP Testing is done.
- Staffing is underway.
- Contingency plans are developed based on different options of schoolings.
- Federal visit for grant - July 6-8
- Summer programming - final approval to be sought in the next meeting.
- College admissions - 100%

V. **Policy Adoptions**

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

- NJ School Boards Policy 5141.2 Illness (Control of Contagious Diseases or Conditions)
- NJ School Boards Policy 6173 Home Instruction
- NJ School Boards Policy 5141 Health- Page 2 Section O

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

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

- i. ***BE IT RESOLVED***, that The Board hereby approves the attached Agreement for Legal Services with Johnston Law Firm LLC, for 2020-2021 school year for the rate of \$275.00 per hour for principals and counsel, \$245.00 per hour for associates, and \$115.00 per hour for paralegal time.. [Appendix B](#)

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- ii. ***BE IT RESOLVED***, that The Board hereby approves the attached 2020-2021 School Academic Calendars for Somerset and New Brunswick Campuses. [Appendix C](#)

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- iii. ***BE IT RESOLVED***, that The Board hereby approves the changes in the 2019-2020 School Academic Calendar for Somerset and New Brunswick Campuses in a way that the last day is June 19, 2020 for Somerset and June 24, 2020 for New Brunswick.

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- iv. ***BE IT RESOLVED***, that the Board upon recommendation by the School Business Administrator hereby approves the renewal of the FSMC year contract with Maschio's Food Services for 2020-2021 school year. The contract to Maschio's with an annual management fee in the amount of \$25,500.00. Maschio's guarantees a return to the SFA (School Food Authority) in the amount of \$40,000.00. 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 D](#)

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- v. **BE IT RESOLVED**, that The Board hereby approves the Food Service Consolidation Agreement with Middlesex County STEM Charter School for the School Year 2020 - 2021. [Appendix E](#)

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- vi. **BE IT RESOLVED**, that The Board hereby approves Horizon Blue Cross Blue Shield as a medical and dental insurance provider for the School Year 2020-2021. Dental plan cost stayed unchanged and the health plan will be increasing 7% for the same plan design, and the Deductible/Out-of-Pocket term stayed unchanged and starts September 01, 2020 ends August 31, 2021. [Appendix F](#)

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- vii. **WHEREAS**, the New Jersey Schools Insurance Group ("NJSIG") is a school board insurance group authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;  
**WHEREAS**, the Central Jersey College Prep Charter School, hereinafter referred to as the "Educational Institution," is a member of NJSIG; and,  
**WHEREAS**, in accordance with NJSIG Policy 3710, the goal of the safety grant program is to provide members the necessary resources to complete risk reduction projects and improve the safety of the population NJSIG members serve.

**NOW THEREFORE, BE IT RESOLVED** that:

- 1) The Educational Institution applies for a safety grant through the NJSIG safety grant program for the 2020 fiscal year in the amount of \$3,642.45 for the purposes set forth in their safety grant application, which is attached hereto; and,
- 2) The Business Administrator or their designee is hereby authorized to take all action necessary to apply for and receive a safety grant award.

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- viii. **BE IT RESOLVED**, that The Board hereby approves the renewal of the landscaping services contract of Prime Design Landscapes, LLC for the year 2020. Pertaining to the agreement, per cut price increase is 4%. [Appendix G](#)

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- ix. **BE IT RESOLVED**, that the following salary proportions updates for IDEA staff for the school year 2019-20.

CJCP IDEA Staff for School Year 2019-2020						
Name	Position	Total Salary	% Federal Funding	Amount Federal Funding	% Local Funding	Amount Local Funding
Francesca Szabo started 5/1/2020 replacement for Mrs. Milling	Resource Teacher Replacement	\$9,600	27.07	\$2,598.72	72.93	\$7,001.28

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- x. **BE IT RESOLVED**, that The Board hereby approves the Graduation Plan for the School Year 2019 - 2020. [Appendix H](#)

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- xi. **BE IT RESOLVED**, that The Board hereby approves the attached updated pandemic plan of Central Jersey College Prep Charter School. [Appendix I](#)

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- xii. **BE IT RESOLVED**, that The Board hereby approves the budget transfers from January 28, 2020 to May 25, 2020. [Appendix J](#)

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

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

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

**VIII. Executive Session**

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

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ **to adjourn the Executive Session**

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

**IX. Adjournment**

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ **to adjourn meeting** at \_\_\_\_\_ PM.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_