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CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL

BOARD OF TRUSTEES

MEETING

AUGUST 20, 2020

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS AND HOME NEWS  
TRIBUNE ON JULY 10, 2020.

**CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL**

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www.cjcollegeprep.org

**BOARD OF TRUSTEES REGULAR MEETING**

**Date:** August 20, 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 July 10, 2020.

**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. Namik Sercan:**

<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	
Eric Van Bladel	Member	06/30/2021	

**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 August 20, 2020, Regular Board 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 July 22, 2020](#)
- ❖ [Bill list from July 21 to August 18, 2020](#)
- ❖ [Treasurer Reports of June 2020](#)
- ❖ [Board Secretary Reports for July 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 the following topics:

- School Opening
- AP Results
- SAT Results

**V. Board Matters**

- Board members training.

**VI. Policy Adoptions**

- i. **BE IT RESOLVED**, that the Board approves the adoption of the following policies regulations as detailed in the exhibits attached hereto and made a part of the minutes

[Appendix A](#):

- Policy 1648.02: Remote Learning Options For Families

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

Roll call:

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

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

- i. **BE IT RESOLVED**, that the Board upon recommendation by the CEO approves the contract for Assessment Management and Analytics Platform from Advanced Assessment Systems, Inc. (d/b/a LinkIt) in the amount of \$40,196 as a proprietary service. [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 revised school calendar for the school year 2020- 2021. [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 Treadstone Risk Management LLC as a vendor for Annual Student Student Accident Insurance for the amount of \$4,294 from 9/1/2020 to 9/1/2021. [Appendix D](#)

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

Roll call:

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

- iv. **BE IT RESOLVED**, that The Board approves the following salary proportions for IDEA staff for the school year 2020-21.

Name	Position	Total Salary	% Federal Funding	Amount Federal Funding	% Local Funding	Amount Local Funding
Jasmine Mitchell	Case Manager/Social Worker	\$63,654	100%	\$63,654	0%	\$0
Francesca Szhabo	Resource Teacher	\$49,050	24.98%	\$12,250	75.03%	\$36,800

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

Roll call:  
Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- v. **BE IT RESOLVED**, that the Board upon recommendation by the School Business Administrator hereby award and approve the winning vendor for School Cleaning Services Bid#18-08 with **Best Cleaning Building Services Inc.** for the 2020-2021 school year in the amount of **One hundred thirty-five Thousand** dollars (**\$135,000**) per school year. The vendors and the amounts are as follows;

<b>Company</b>	<b>Amount per year</b>
Best Cleaning Building Services Inc.	\$135,000 /school year.
Blue Stripes Property Management Inc.	\$150,000 /school year.
ACB Services Inc.	\$192,000 /school year.

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

Roll call:  
Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- vi. **BE IT RESOLVED**, that the Board hereby approves the attached Cost-Sharing agreement with Middlesex County STEM Charter School effective as of July 01, 2020. [Appendix E](#)

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

Roll call:  
Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- vii. **BE IT RESOLVED**, that the Board hereby approves the application for Digital Divide Grant for the school year 2020-2021.

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

Roll call:  
Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

### **VIII. 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 year of 2020 - 2021 as detailed in the exhibit attached hereto and made a part of the minutes. [Appendix F](#)

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

Roll call:  
Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- ii. **BE IT RESOLVED**, that the Board, upon recommendation by the CEO, approves the one time payment for returning full time employees that worked during the 2019 2020 School Year for the amount of \$1,000 for the lead teachers and counselors, and \$600 for ICS teachers and support staff will be paid on the first payroll of the September. [Appendix G](#)

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

Roll call:

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

**IX. 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: \_\_\_\_\_

**X. Adjournment**

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

Roll call:

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