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CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL

BOARD OF TRUSTEES
REORGANIZATION MEETING
SEPTEMBER 17, 2020

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

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: September 17, 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.

This meeting will be held online on Zoom at the following link as published on the school’s website:
<https://us02web.zoom.us/j/93695535020?pwd=S1JoaFBPOTY2eGJjbUFNaEFzFjdz09>

Members of the public wishing to attend the meeting via phone may do so by calling: +19292056099
Meeting ID: 936 9553 5020, Passcode: 223147

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 Reorganization 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.

Roll Call by, Dr. Namik Sercan:

Trustee	Position	Term Expires	Attendance
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:

Member	Position	Attendance
Dr. Namik Sercan	Chief Education Officer	
Mr. Fatih Kayalar	Board Secretary/ Business Administrator	

II. Acceptance of Agenda, Minutes and Reports

- i. ***BE IT RESOLVED***, Central Jersey College Prep Charter School Board of Trustees approves the September 17, 2020, Regular Board Meeting agenda,

Moved by _____, seconded by _____ to approve the motion.

Roll Call:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					
No					
Abstain					
Absent					

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

- ❖ [Regular Meeting Minutes for August 20, 2020](#)
- ❖ [Bill list from August 19 to September 15, 2020](#)
- ❖ [Treasurer Reports of July and August 2020](#)
- ❖ [Board Secretary Reports for August 2020](#)

Moved by _____, seconded by _____ to approve the motion.

Roll Call:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					
No					
Abstain					
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
 - 444 in-person, 790 remote
 - Two Covid-19 cases
- Publicity
 - <https://patch.com/new-jersey/pointpleasant/every-nj-school-graded-2020-state-report-where-do-you-rank>
 - <https://www.wnyc.org/story/nj-students-welcomed-back-school-amid-pandemic/>

- https://www.instagram.com/p/CFIljVHJh5i/?utm_source=ig_web_button_share_sheet
- Preliminary graduation rates have been published: 100% for 2019-20 school year
- Covid-19 cases

V. Board Matters

- Board members training
 - All mandatory training assigned to board members and links emailed to their email addresses from NJSBA.

VI. Policy Adoptions

- i. **BE IT RESOLVED**, that the Board approves first reading of the following policies and regulations as detailed in the exhibits attached hereto and made a part of the minutes
 - Policy 1581 Domestic Violence [Appendix A](#)
 - Policy 1649: Federal Families First Coronavirus (Covid-19) Response Act (M) [Appendix B](#)
 - Regulation 1581 Domestic Violence [Appendix C](#)

Moved by _____, seconded by _____ to approve the motion.

Roll Call:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					
No					
Abstain					
Absent					

VII. Appointments

BE IT RESOLVED, Central Jersey College Prep Charter School Board of Trustees approves the following appointments for the school year 2020-2021;

- | | | |
|--------------|--|---|
| i. | School Business Administrator | Mr. Fatih Kayalar |
| ii. | Board Secretary | Mr. Fatih Kayalar |
| iii. | Purchasing Agent Compliance Officer for Affirmative Action | Mr. Fatih Kayalar |
| iv. | Custodian of Records (OPRA) | Mr. Fatih Kayalar |
| v. | Physician | Dr. Sathesh Evalappan |
| vi. | Psychological Examiner | Educational Services Commission of New Jersey (ESCNJ) |
| vii. | Grant Coordinator | Mrs. Nekesha Adams |
| viii. | Safety & Health Designee | Mrs. Wawa Bukong |
| ix. | Treasurer of School Monies | Mr. Christopher Lessard |

Moved by _____, seconded by _____ to approve appointments listed in items #VII.i. through VII.ix.

Roll Call:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					
No					
Abstain					
Absent					

VIII. Reorganization Items

- i. **BE IT RESOLVED**, that The Board hereby approves the designation of Mr. Thomas Johnson at the law firm, Johnston Law Firm as the Board attorney, Art Skaar as the attorney for building/land matters during the Fiscal Year 2021.

Moved by _____, seconded by _____ to approve the motion.

Roll Call:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					
No					
Abstain					
Absent					

- ii. **BE IT RESOLVED**, that The Board hereby approves the designation of Mr. Richard Barre at the firm of Barre & Company, LLC. As the auditor for the Fiscal Year 2021.

Moved by _____, seconded by _____ to approve the motion.

Roll Call:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					
No					
Abstain					
Absent					

- iii. **BE IT RESOLVED**, that The Board hereby approves Board President and Board Secretary to **Sign Warrants** (checks).

Moved by _____, seconded by _____ to approve the motion.

Roll Call:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					
No					
Abstain					
Absent					

- iv. **BE IT RESOLVED**, that The Board hereby approves the use of **Facsimile Signatures** for the Board President for the ensuing term of the board on warrants, paychecks, and contracts.

Moved by _____, seconded by _____ to approve the motion.

Roll Call:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					
No					

Abstain					
Absent					

- v. **BE IT RESOLVED**, that The Board hereby approves to authorize the Purchasing Agent to **Award Contracts** up to the bid threshold of \$32,000 and set the quote threshold at 15% of the bid threshold pursuant to 18A:18A-3(b).

Moved by _____, seconded by _____ to approve the motion.

Roll Call:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					
No					
Abstain					
Absent					

- vi. **WHEREAS**, the Board of Trustees of Central Jersey CollegePrep Charter School does recognize that there is an advantage to paying their obligations in a timely manner, and

WHEREAS, the Board of Trustees of Central Jersey College Prep Charter School does recognize that some billings become due before an official Board meeting, and that payment of said billings would benefit the Board monetarily and business wise, and therefore:

BE IT RESOLVED, that the Board of Trustees of Central Jersey College Prep Charter School does hereby designate **Business Administrator** as their delegate to review and approve early payment of certain bills with official approval by the full Board at this official meeting following said approval. The list of bills that will be paid early is followed;

- Utility Bills
- Rent
- Advertisement and Public Notice Bills
- Insurance payments
- Legal service payments
- The accounts that functions with the limits, has certain payment dates and late/finance charges

Moved by _____, seconded by _____ to approve the motion.

Roll Call:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					
No					
Abstain					
Absent					

- vii. **BE IT RESOLVED** that The Board hereby approves the School Business Administrator or designee as custodian of a \$500 Petty Cash fund for the school year **2020-2021** with a \$75 limit per purchase.

Moved by _____, seconded by _____ to approve the motion.

Roll Call:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					
No					

Abstain					
Absent					

- viii. **BE IT RESOLVED**, that the Board approves the contract with the Franklin Internist PA for school physician services.

Moved by _____, seconded by _____ to approve the motion.

Roll Call:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					
No					
Abstain					
Absent					

- ix. **BE IT RESOLVED**, that The Board hereby approves The Courier News and The Home News Tribune as official news media for the school year 2020-21.

Moved by _____, seconded by _____ to approve the motion.

Roll Call:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					
No					
Abstain					
Absent					

- x. **BE IT RESOLVED**, that The Board hereby approves to authorize the Business Administrator to make purchases, up to the bid threshold utilizing the quotation process and/or purchases from NJ State contract vendors and/or purchases from other qualified pricing cooperatives/consortiums approved/awarded vendors (e.g. approved vendors from the West/Central NJ Pricing Cooperative/Ed-Data/Morris County Educational Services Commission as the lead agency, the Hunterdon County Educational Services Commission, the Educational Services Commission of NJ Cooperative Pricing System, Mercer County Special Services School District, Morris County Cooperative Pricing Council, NSBA BuyBoard, Keystone Purchasing Network (KPN), PEPPM purchasing cooperative, US Communities, National Joint Purchasing Alliance.)

Moved by _____, seconded by _____ to approve the motion.

Roll Call:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					
No					
Abstain					
Absent					

IX. Designations, Discussion and Action Items

- i. **WHEREAS**, Educational Services Commission of New Jersey, provides schools and school districts in New Jersey with Child Study Team (special education) and speech therapy services; and

WHEREAS, Central Jersey College Prep Charter School is required by law to offer special education and speech therapy services to its qualified students,

THEREFORE, BE IT RESOLVED, that the Board approves the agreement between the Central Jersey College Prep Charter School and Educational Services Commission of New Jersey for special education services classes for the amount of \$130,386.00 for Somerset Campus and \$3,881.00 for New Brunswick Campus. [Appendix D](#)

Moved by _____, seconded by _____ to approve the motion.

Roll Call:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					
No					
Abstain					
Absent					

- ii. **BE IT RESOLVED**, that The Board hereby approves \$75/student (who scored a 3) stipend for below listed Teachers for the AP College Board Assessment.

Course	Teacher Name		Number of students scoring above a three (3)	Amount
Studio Art	Melissa	Gibbs	1	\$75.00
Calculus AB	Kevin	Lombardo	11	\$825.00
Chemistry	Murali	Rajagopalan	4	\$300.00
Computer Science A	Arthur	Mamadov	7	\$525.00
Computer Science Principles	Arthur	Mamadov	20	\$1,500.00
Langage	Telia	Bennett	30	\$2,250.00
Literature	Telia	Bennett	5	\$375.00
Seminar	Telia	Bennett	6	\$450.00
Human Geography	Vladimir	Stolerman	17	\$1,275.00
Psychology	Vladimir	Stolerman	9	\$675.00
Macroeconomics	Christian	Mathews	3	\$225.00
Research	Christian	Mathews	11	\$825.00
Physics	Alan	Kocak	3	\$225.00
Statistics	Rabia	Elaldi	9	\$675.00

Moved by _____, seconded by _____ to approve the motion.

Roll Call:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					

No					
Abstain					
Absent					

- iii. **BE IT RESOLVED**, that the Board hereby approves the attached special education services agreement with the F Jones Consulting, LLC for \$8,750 for the school year 2019-20. The proposal is attached as [Appendix E](#).

Moved by _____, seconded by _____ to approve the motion.

Roll Call:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					
No					
Abstain					
Absent					

- iv. **BE IT RESOLVED**, that the Board hereby approves the Communication Consultant Agreement with Peri Lynn Turnbull as an individual contractor for the amount of \$5,000 for the school year 2020-2021 [Appendix F](#).

Moved by _____, seconded by _____ to approve the motion.

Roll Call:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					
No					
Abstain					
Absent					

X. 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 G](#)

Moved by _____, seconded by _____ to approve the motion.

Roll Call:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					
No					
Abstain					
Absent					

- ii. **BE IT RESOLVED**, that the Board, upon recommendation by the CEO, approves the one time payment for full time employees that worked during the 2019-2020 School Year and returned for the school year 2020-2021, in the amount of 2% of their 2020-2021 contractual salaries with a minimum payment of \$600. [Appendix H](#)

Moved by _____, seconded by _____ to approve the motion.

Roll Call:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					

No					
Abstain					
Absent					

XI. 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:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					
No					
Abstain					
Absent					

XII. Adjournment

Moved by _____, seconded by _____ **to adjourn meeting** at _____ PM.

Roll Call:	Dr. Tunagur	Mrs. Lewis	Dr. Uzun	Mrs. Eke	Mr. Van Bladel
Yes					
No					
Abstain					
Absent					