

M  
I  
N  
U  
T  
E  
S



CENTRAL JERSEY COLLEGE PREP CHARTER  
SCHOOL

BOARD OF TRUSTEES  
BOARD MEETING  
DECEMBER 1, 2022

THE MEETING NOTICE **WAS** ADVERTISED IN COURIER NEWS AND HOME NEWS  
TRIBUNE ON NOVEMBER 18, 2022.

# 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:** December 1, 2022, 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 **November 18th, 2022**.

### **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 6:40 pm. The Board reserves the right to act on any or all agenda items.

#### **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	Present
Mrs. Jackie Lewis	Vice President	07/01/2025	Present*
Eric Van Bladel	Member	06/30/2024	Present
Dr. Ozcan Uzun	Member	12/01/2023	Present
Dr. Anton Antony Arockiasamy	Member	06/30/2025	Excused

\*Ms. Jackie Lewis joined the meeting at 7:18 pm.

#### **Also Present:**

<b>Member</b>	<b>Position</b>	<b>Attendance</b>
Dr. Namik Sercan	Chief Education Officer	Present

### **II. Acceptance of Agenda**

- i. **BE IT RESOLVED**, Central Jersey College Prep Charter School Board of Trustees approves the December 1<sup>st</sup>, 2022, Regular Board Meeting agenda,

Moved by Dr. Ozcan Uzun, seconded by Mr. Eric Van Bladel to approve the motion.

Roll call: **6:44 pm**

Against: none Abstained: none Absent: Ms. Jackie Lewis & Dr. Anton Antony Arockiasamy

***Resolution 20221201.1 is adopted unanimously.***

### III. Acceptance of Minutes and Reports

i. **BE IT RESOLVED** that the Board approves the minutes and reports listed below.

- ❖ [Regular Meeting Minutes for October 5, 2022,](#)
- ❖ [Bills list for October 2022](#)
- ❖ [Bill list for November 2022](#)

Moved by Dr. Ozcan Uzan, seconded by Mr. Eric Van Bladel to approve the motion.

Roll call:

Against: None    Abstained: None    Absent: Ms. Jackie Lewis & Dr. Anton Antony Arockiasmy

***Resolution 20221201.2 is adopted unanimously.***

### IV. Board Matters:

i. Next Board meeting is scheduled for December 14th, 2022.

ii. High School Student Representative to the Board of Trustees as per Policy 0143.2

**BE IT RESOLVED**, Central Jersey College Prep Charter School Board of Trustees approves Christdia Mensah as the student representative for the term that expires June 30, 2023.

Moved by Eric Van Bladel, seconded by Dr. Ferhan Tunagur to approve the motion.

Roll call: Against: none    Abstained: none    Absent: Ms. Jackie Lewis & Dr. Anton Antony Arockiasmy

***Resolution 20221201.3 is adopted unanimously.***

### V. Chief Education Officer's Monthly Report – Dr. Sercan

- Start strong testing results were presented by Ms. Susan Dincer for Elementary school (4th and 5th) and Ms. Carrie Thomas for grades 6-10.
- Presentation of CJCP's NJSLA results compared to Franklin and the state of NJ .

### VI. Public Comments

The Board President or designee opens the public comment session on any topic. Each person is limited to speaking 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.

A Parent discussed the school's parents' access to the meeting when not available to attend in person as well as the school's cell phone policy and parent-teacher communication.

**VII. Policy Adoptions**

- i. BE IT RESOLVED*, that the Board approves the updated 5512 Harassment Intimidation and Bullying Policy.

Moved by Ms. Jackie Lewis, seconded by Eric Van Bladel to approve the motion.  
Roll call: Against: none Abstained: none Absent: Dr. Anton Antony Arockiasmy  
*Resolution 20221201.4 is adopted unanimously.*

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

**i. Online intervention platform**

*BE IT RESOLVED*, that the Board of Trustees approves Renaissance Learning as the online intervention platform in the amount of \$106,203.27 for the school years through September 1, 2024 through to June 30, 2026 as presented in [Appendix A](#).

Two companies submitted a proposal:  
iReady: Responded with a [Proposal](#)  
Renaissance Learning: Responded with a proposal as presented in Appendix A.

Moved by Mr. Eric Van Bladel, seconded by Dr. Ferhan Tunager to approve the motion.  
Roll call: Against: none Abstained: none Absent: Dr. Anton Antony Arockiasmy  
*Resolution 20221201.5 is adopted unanimously*

**ii. ARP Safe Return Plan**

*BE IT RESOLVED*, that the Board of Trustees approves the submission of the ARP Safe Return Plan as presented in [Appendix B](#).

Moved by Ms. Jackie Lewis, seconded by Dr. Ozcan Uzun to approve the motion.  
Roll call: Against: none Abstained: none Absent: Dr. Anton Antony Arockiasmy

*Resolution 20221201.6 is adopted unanimously*

**iii. Snow Removal Service FY23**

*BE IT RESOLVED* that the Board of Trustees approves Spooky Brook Landscaping Inc for the snow removal services contract. [Appendix C](#)

The following companies that previously reached out to the school were contacted and asked to submit a proposal - All three companies submitted a proposal.

Picture Perfect: Responded with a [Proposal](#)  
Four Seasons: Responded with a [Proposal](#)  
Spooky Brook Landscaping Inc: Proposal presented in Appendix C.

Moved by Mr. Eric Van Bladel, seconded by Ms. Jackie Lewis to approve the motion.  
Roll call: Against: none Abstained: none Absent: Dr. Anton Antony Arockiasmy

*Resolution 20221201.7 is adopted unanimously*

**iv. Genesis SIS and Staff Management Contract Renewal FY23**

**BE IT RESOLVED** that the Board of Trustees approves the renewal of the use of Genesis Staff and Student information system for FY23. [Appendix D](#)

Moved by Jackie Lewis, and seconded by Eric Van Bladel to approve the motion.

Roll call: Against: none Abstained: none Absent: Dr. Anton Antony Arockiasmy

*Resolution 20221201.8 is adopted unanimously*

**v. New General Bank Account**

**BE IT RESOLVED**, that The Board hereby authorizes Dr. Sercan to close the existing General Bank account, open a new General Bank account at Unity Bank, and order the deposit, withdrawal or transfer of monies with banking institutions until this authority is revoked by action of the Board of Trustees.

Moved by Dr. Ozcan Uzun, seconded by Ms. Jackie Lewis to approve the motion.

Roll call: Against: none Abstained: none Absent: Dr. Anton Antony Arockiasmy

*Resolution 20221201.9 is adopted unanimously*

**vi. School Business Administrator**

**BE IT RESOLVED** that the Board hereby authorizes Dr. Namik Sercan to negotiate and finalize the employment contract for Matt Anar, who will serve as a Part-Time School Business Administrator until June 30, 2023.

Moved by Dr. Ferhan Tunagur, seconded by Dr. Ozcan Uzun to approve the motion.

Roll call: Against: none Abstained: none Absent: Dr. Anton Antony Arockiasmy

*Resolution 20221201.10 is adopted unanimously*

**vii. Purchasing Agent Authorization**

**BE IT RESOLVED** that the Board hereby authorizes CEO Dr. Namik Sercan to act as the School's Purchasing Agent until a New Business Administrator is appointed. This resolution authorizes his signature to be used on all contracts, purchase orders, and checks.

Moved by Dr. Ozcan Uzun, seconded by Eric Van Bladel to approve the motion.

Roll call: Against: none Abstained: none Absent: Dr. Anton Antony Arockiasmy

*Resolution 20221201.11 is adopted unanimously.*

**viii. Stipends**

**BE IT RESOLVED** that the board approves the attached Stipends for Teachers and staff FY23. [Appendix E](#)

Moved by Eric Van Bladel, seconded by Ms. Jackie Lewis to approve the motion.

Roll call: Against: none Abstained: none Absent: Dr. Anton Antony Arockiasmy

*Resolution 20221201.12 is adopted unanimously.*

**IX. Human Resources**

**i. New Hires**

**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 2022 - 2023 as detailed in the exhibit attached hereto and made a part of the minutes. [Appendix F](#)

Moved by Dr. Ozcan Uzun, seconded by Ms. Jackie Lewis to approve the motion.  
Roll call: Against: none Abstained: none Absent: Dr. Anton Antony Arockiasmy  
**Resolution 20221201.13 is adopted unanimously.**

**X. Executive Session**

- i.** Central Jersey College Prep Charter School is **called to order an executive session** at 8:24 pm in accordance with the Sunshine Law, Chapter 321, P.L. 1975.

Moved by Ms. Jackie Lewis, seconded by Eric Van Bladel to approve the motion.  
Roll call: Against: none Abstained: none Absent: Dr. Anton Antony Arockiasmy

- ii. WHEREAS** the Open Public Meetings Act authorizes Boards of Trustees to meet in executive session under certain circumstances

**WHEREAS**, the Open Public Meetings Act requires the Board to adopt a resolution at a public meeting to go into the private session; now therefore,

**BE IT RESOLVED** by the Central Jersey College Prep Charter School Board of Trustees, that it is necessary to meet in executive session to discuss certain items involving 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).

**BE IT RESOLVED** that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

**FURTHER RESOLVED** that the Board of Education will return to open session to conduct business at the conclusion of the executive session.

Moved by Dr. Ozcan Uzun, seconded by Dr. Ferhan Tunagur to approve the motion.  
Roll call: Against: none Abstained: none Absent: Dr. Anton Antony Arockiasmy

**FURTHER RESOLVED** that the Board of Trustees approve the HIB report presented in the executive session.

Moved by Ms. Jackie Lewis, seconded by Dr. Ozcan Uzun, to return to public session.  
Against: None Abstained: None Absent: Dr. Anton Antony Arockiasmy

**XI. Adjournment**

Motion by Dr. Ozcan Uzun, seconded by Eric Van Bladel, to **adjourn the meeting** at 8:50 pm.

Roll call: Against: None Abstained: None Absent: Dr. Anton Antony Arockiasmy