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CENTRAL JERSEY COLLEGE PREP CHARTER
SCHOOL

BOARD OF TRUSTEES
BOARD MEETING
OCTOBER 17TH, 2023

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS AND HOME NEWS
TRIBUNE ON JULY 27TH, 2023

CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL

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BOARD OF TRUSTEES REGULAR MEETING

Date: October 17th, 2023, 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 27th, 2023**.

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 7:28 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	03/01/2026	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	Absent
Dr. Tracy Gill	Member	06/30/2024	Present
Vacant	Student Representative		

JL joined the meeting at 7:38 pm

Also Present:

Member	Position	Attendance
Dr. Namik Sercan	Chief Education Officer	Present
Mr. Matt Anar	School Business Administrator	Present
Ms. Victoria Mosier	School Board Secretary	Absent

II. Acceptance of Agenda

- i. **BE IT RESOLVED**, Central Jersey College Prep Charter School Board of Trustees approves the October 17th, 2023 Regular Board Meeting agenda,

Moved by Dr. Ferhan Tunagur, seconded by Dr. Tracy Gill to approve the motion.

Roll call: *All in Favor*

Resolution 20231017.1 is adopted unanimously.

III. Acceptance of Minutes

- i. **BE IT RESOLVED**, that the Board approves the minutes listed below.
 - ❖ Regular Meeting Minutes for August 29th, 2023 [Appendix A](#)

Moved by Mr. Eric Van Bladel, seconded by Dr. Tracy Gill to approve the motion.

Roll call: *All in Favor*

Resolution 20231017.2 is adopted unanimously.

IV. Board Matters:

- A) NJSBA Conference October 23, - October 26th in Atlantic City, NJ
 - a) Board Attendees: Ms. Jackie Lewis & Dr. Tracy Gill

- B) **BE IT RESOLVED** that the expiration of the term for Dr. Uzun is December 1, 2023, and his term is not renewed for another term.

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

Roll call: *All in Favor*

Resolution 20231017.3 is adopted unanimously.

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

No Report presented

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.

No Public Comment

VII. Board Policy

BE IT RESOLVED, that the Board approves the **second reading and adoption** of the following policies and code of conduct as detailed in the exhibits attached hereto and made a part of the minutes.

- **Policy 2419: School Threat Assessment Team** [Appendix B](#)

- **Regulation 2419: School Threat Assessment Teams** [Appendix C](#)

Moved by Mr. Eric Van Bladel, seconded by Dr. Ferhan Tunagur to approve the motion.
Roll call: *All in Favor*
Resolution 20231017.4 is adopted unanimously.

VIII. Designations, Discussion, and Action Items

i. Snow Removal Services

BE IT RESOLVED, that The Board hereby approves the service contract with Spooky Brook Landscaping to provide snow removal services beginning November 15, 2023 to April 15, 2024, as needed. Quotes were received from three companies as shown in [Appendix C](#)

Moved by Dr. Ferhan Tunagur, seconded by Mr. Eric Van Bladel to approve the motion.
Roll call: *All in Favor*
Resolution 20231017.5 is adopted unanimously.

ii. Service Request Pension Payment

BE IT RESOLVED, that The Board hereby approves the service request pension payment for previous employee Dina Abdelhamid for the period July 01, 2017 to June 30, 2019, in the amount of \$8,811.79. [Appendix D](#)

Moved by Dr. Ferhan Tunagur, seconded by Mr. Eric Van Bladel to approve the motion.
Roll call: *All in Favor*
Resolution 20231017.6 is adopted unanimously.

iii. MDF Strategies

BE IT RESOLVED, that The Board hereby approves the extension of the service contract with MDF Strategies without competitive bidding as extraordinary unspecifiable services pursuant to N.J.S.A. 18A:18A-5(a)(2), to assist the school with community outreach and public relations until June 30, 2024, at a rate of \$4,000 per month, and all other terms and conditions remain the same. **Appendix E**

Moved by Mr. Eric Van Bladel, seconded by Dr. Ferhan Tunagur to approve the motion.
Roll call: *All in Favor*
Resolution 20231017.7 is adopted unanimously.

IX. Human Resources

- A. **BE IT RESOLVED**, that the Board, upon recommendation by the CEO, approves the hiring of new employees, adjustments in professional responsibilities, pertinent salary allocations, additional stipends, professional development compensation and alumni tutors for the school year of 2023 - 2024 as detailed in the below exhibits attached hereto and made a part of the minutes:

i. New Hires & Position/Term Changes for the school year of 2023 - 2024 as detailed in the exhibit attached hereto and made a part of the minutes. [Appendix F](#)

ii. Stipends for Teachers and staff FY24. [Appendix G](#)

Moved by Dr. Ferhan Tunagur, seconded by Mr. Eric Van Bladel to approve the agenda items IX. A - i through ii.

Roll call: *All in Favor*

Resolution 20231017.8 is adopted unanimously.

B. Salary Proportions from Grant Funding

i. ESEA Title I

BE IT RESOLVED that the Board approves the following salary proportions for ESEA Title I staff for the school year 2023- 2024.

Name	Position	Total Salary	% Federal Funding	Amount Federal Funding	% Local Funding	Amount Local Funding
Elbamby, Dalia	In-Class Support Teacher	\$41,000	36.6%	\$15,000	63.4%	\$26,000
Gutierrez, Maria	In-Class Support Teacher	\$41,000	36.6%	\$15,000	63.4%	\$26,000
Robinson, Kyra	In-Class Support Teacher	\$41,000	36.6%	\$15,000	63.4%	\$26,000
Sridhara, Shubra	In-Class Support Teacher	\$41,000	36.6%	\$15,000	63.4%	\$26,000

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

Roll call: *All in Favor*

Resolution 20231017.9 is adopted unanimously.

ii. IDEA

BE IT RESOLVED that the Board approves the following salary proportions for IDEA support staff for the school year 2023- 2024.

Name	Position	Total Salary	% Federal Funding	Amount Federal Funding	% Local Funding	Amount Local Funding
Akintola, Francis	Behavior Interventi	\$60,770	100%	\$60,770		

	on Specialist					
Nasir, Riyaad	Social Worker	\$59,000	100%	\$59,000		

Moved by Dr. Ferhan Tunagur, seconded by Mr. Eric Van Bladel to approve the motion.
 Roll call: *All in Favor*
 Resolution 20231017.10 is adopted unanimously.

C. Workshops/Conferences

Approval of the attendance to and costs of the following Workshops/Conferences as requested by the following faculty members:

WHEREAS, the Faculty listed below will be attending workshops; and

WHEREAS, the attendance at stated functions is accepted as work-related and within the scope of the work responsibilities of the attendee; and

WHEREAS, attendance at the functions is accepted as promoting delivery of instruction, furthering efficient operation of the school district; and fiscally prudent, and

WHEREAS, the travel and related expenses particular to attendance at these functions are expected to exceed the state travel guidelines established by the Department of Treasury in the NJOMB circular letter; be it

RESOLVED, that the board finds the cost of attendance, including all registration fees, statutorily authorized travel and related expense, and the excess expenses particular to attendance at this function as unavoidable, be it

RESOLVED, that the excess is justified and therefore reimbursable.

Employee	Date	Program Name	Location	Cost
Ms. Jazmyne Mitchell	October 16, 2023	Clinical Supervision Course - to provide social workers with the training and certification that is needed to clinically supervise other social workers.	Online	\$450

Ms. Tiara Lockett, Ms. Melirah Searcy, Ms. Domonique Jacobs	November 2, 2023 9am - 1pm	HIB Law Update	Online	\$150 \$125 \$125
Ms. Clare Kisch Ms. Christina Dovedytis Ms. Mary Roncesvalles	October 27, 2023, 9 am - 3 pm	Trauma Informed Practices for Educators: how to integrate cultural competency frameworks into every aspect of your teaching in order to support the belonging of all of our students review both social and personal safety, and explore tools for supporting the nervous system in individuals and groups.		\$285 per person
Ms. Angely Caba Ms. Jessica Apostol, Mr. Riyaad Nasir	Ongoing	Frontline Training: to teach new case managers how to use Frontline IEP & 504	Online	\$800 per person
Mr. Christopher Neighbor		IXL Training:	Online	

Moved by Mr. Eric Van Bladel, seconded by Dr. Tracy Gill to approve the motion.

Roll call: *All in Favor*

Resolution 20231017.11 is adopted unanimously.

X. Finance

i. List of Bills

BE IT RESOLVED, that the Board approves the List of Bills for the period between July 01, 2023 and October 16, 2023, in the total amount of \$4,491,794.01. [Appendix H](#)

Moved by Dr. Ferhan Tunagur, seconded by Dr. Tracy Gill to approve the motion.

Roll call: *All in Favor*

Resolution 20231017.12 is adopted unanimously.

XI. Executive Session

- i. Central Jersey College Prep Charter School is **called to order for an executive session** at 8:03 PM in accordance with the Sunshine Law, Chapter 321, P.L. 1975.

Moved by Mrs. Jackie Lewis, seconded by Dr. Ferhan Tunagur to approve the motion.

Roll call: *All in Favor*

Resolution 20231017.13 is adopted unanimously.

- 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 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 FURTHER 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. Ferhan Tunagur, seconded by Mr. Eric Van Bladel to approve the motion.

Roll call: *All in Favor*

Resolution 20231017.14 is adopted unanimously.

XII. Acceptance of the HIB Report

BE IT RESOLVED that the Board of Education accepts the HIB report presented in the executive session.

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

Roll call: *All in Favor*

Resolution 20231017.15 is adopted unanimously.

XIII. Adjournment

Motion by Dr. Ferhan Tunagur, seconded by Mrs. Jackie Lewis to **adjourn the meeting** at 8:18 PM.

Roll call: *All in Favor*

Resolution 20231017.16 is adopted unanimously.