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CENTRAL JERSEY COLLEGE PREP CHARTER
SCHOOL

BOARD OF TRUSTEES
BOARD MEETING
FEBRUARY 18, 2025

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS AND HOME NEWS
TRIBUNE ON JULY 23RD, 2024

CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL

101 Mettlers Rd, Somerset, NJ 08873
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www.cjcollegeprep.org

BOARD OF TRUSTEES REGULAR MEETING

Date: February 18, 2025, 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 23rd, 2024**.

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 6:44 PM. The Board reserves the right to act on any or all agenda items.

Roll Call by:

| 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 | 06/30/2027 | PRESENT |
| Dr. Tracy Gill | Member | 06/30/2025 | PRESENT |
| Dr. Ahmet Atlig | Member | 02/19/2028 | PRESENT |
| Papa Dugan | Student Representative | 06/30/2025 | ABSENT |

*Left meeting at 8pm

Also Present:

| Member | Position | Attendance |
|-------------------|-------------------------------|------------|
| Dr. Namik Sercan | Chief Education Officer | PRESENT |
| Mr. Matt Anar | School Business Administrator | PRESENT |
| Ms. Fiona Daubon | Assistant BA/Board Secretary | PRESENT |
| Ms. Carrie Thomas | Curriculum Director/ABC | PRESENT |

II. Acceptance of Agenda

- i. **BE IT RESOLVED**, Central Jersey College Prep Charter School Board of Trustees approves the February 18, 2025 Regular Board Meeting agenda.

Moved by Mrs. Jackie Lewis, seconded by Dr. Ahmet Atlig to approve the motion.

Roll call: *All In Favor*

Against: NONE Abstained: NONE Absent: NONE

Resolution 20250218.1 is adopted unanimously.

III. Acceptance of Minutes

- i. **BE IT RESOLVED**, that the Board approves the minutes listed below.
 - ❖ Regular Meeting Minutes for January 21, 2025 [Appendix A](#)

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

Roll call: *All In Favor*

Against: NONE Abstained: NONE Absent: NONE

Resolution 20250218.2 is adopted unanimously.

IV. Board Matters:

- i. **Annual Financial Disclosure Statement** to be completed by all Board Members as per N.J.S.A. 18A:12-25 and N.J.S.A. 18A:12-26 by April 30, 2025

- ii. **NJSBA Equity Expo Conference- April 11, 2025**

Attendees: Dr. Tracy Gill & Mrs. Jackie Lewis

- iii. **Next Board Meeting:** Tuesday, March 18, 2025

V. Finance

i. Monthly Reports

- a. ***Board Secretary & Treasurer's Report***

Upon recommendation of the Chief Education Officer, and the Business Administrator, motion to approve the following resolution:

WHEREAS, both the [A148 Report of the Secretary](#) and the [A149 Report of the Treasurer of School Moneys](#) are in agreement with the cash balance in the Governmental Funds of \$13,253,714.00 as of January 31, 2025.

BE IT RESOLVED, that the Reports of the Secretary and the Treasurer of School Moneys be accepted.

b. Board Secretary's Certification of Accounts

Pursuant to N.J.A.C. 6A:23-2.11, I certify that as of January 31, 2025 no major budgetary line item account expenditure exceeds the amount appropriated by the Charter Board of Trustees.

February 17, 2025

Matt Ahmet Anar – Business Administrator

Date

c. Board Certification of Accounts

RESOLVED, that after review of the Secretary's and Treasurer's report for January 2025 based upon consultation with and representations of the appropriate officials (Secretary, Treasurer, Business Administrator and Chief Education Officer), the Board of Trustees of Central Jersey College Prep Charter School has ascertained, to the best of our knowledge and ability, with the information provided, that no major account (Current Expense, Capital Outlay, Debt Service) has been over-expended and that sufficient funds are available to meet the charter's financial obligations for the remainder of the fiscal year, and hereby certifies the charter's financial plan (the budget) as approved is being followed as revealed in the financial.

Moved by Dr. Ahmet Atlig, seconded by Mr. Eric Van Bladel to approve the motion listed in items X.iii.A to C.

Roll call: *All In Favor*

Against: NONE Abstained: NONE Absent: NONE

Resolution 20250218.3 is adopted unanimously.

d. List of Bills

BE IT RESOLVED, that the Board approves the List of Bills for the periods between January 1, 2025 and January 31, 2025 in the total amount of \$2,144,701.90. [Appendix B](#)

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

Roll call: *All In Favor*

Against: NONE Abstained: NONE Absent: NONE

Resolution 20250218.4 is adopted unanimously.

II. Designations, Discussion and Action Items

i. FY26 SEMI Waiver

WHEREAS, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for FY 2026 for districts with 40 or less eligible students,

BE IT RESOLVED, that the Board hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Somerset an appropriate waiver of the requirements of NJAC 6A:23A-5.3 for FY 2026 based on the eligibility projection of 36 students. [Appendix C](#)

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

Roll call: *All In Favor*

Against: NONE Abstained: NONE Absent: NONE

Resolution 20250218.5 is adopted unanimously.

VI. Board Policy

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

[Appendix D](#)

- **Policy 5512-** Harassment, Intimidation or Bullying (Mandated) (Revised)
- **Policy 5533 -** Student Smoking (Mandated) (Revised)
- **Regulation 5533-** Student Smoking (Recommended)
- **Policy 7441 –** Electronic Surveillance in School Buildings and On School Grounds (Mandated) (Revised)
- **Regulation 7441 –** Electronic Surveillance in School Buildings and On School Grounds (Mandated) (Revised)
- **Policy 9320 –** Cooperation with Law Enforcement Agencies (M) (Revised)
- **Regulation 9320 –** Cooperation with Law Enforcement Agencies (M) (Revised)
- **Policy 2365 –** Acceptable Use of Generative Artificial Intelligence (AI) (Recommended)
- **Policy 5516 –** Use of Electronic Communication Devices (Revised and Recommended)
- **Regulation 5516 –** Use of Electronic Communication Devices (New and Recommended)
- **Policy 5701 –** Academic Integrity (Revised)
- **Policy 5710 –** Student Grievance (Revised and Recommended)
- **Policy 8500 –** Food Services (Mandated) (Revised)
- **Policy 9163 –** Spectator Code of Conduct for Interscholastic Events (Mandated) (New)

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

Roll call: *All In Favor*

Against: NONE Abstained: NONE Absent: Dr. Ferhan Tunagur
Resolution 20250218.6 is adopted unanimously.

VII. Chief Education Officer’s Monthly Report – Dr. Sercan

- NJDOE: Renewal approved, Expansion denied
- Enrollment:
 - 1,173 Applications received to date
 - High School Showcase - February 19, 2025
- College Board Award- Female Diversity Award in Computer Science

VIII. 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 Comment

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 2024-2025 school year 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 2024 - 2025 as detailed in the exhibit attached hereto and made a part of the minutes.

[Appendix E](#)

ii. Stipends for Teachers and staff FY25 [Appendix F](#)

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

Roll call: *All In Favor*

Against: NONE Abstained: NONE Absent: Dr. Ferhan Tunagur

Resolution 20250218.7 is adopted unanimously.

B. Field Trips

BE IT RESOLVED, that The Board hereby approves the field trips listed in [Appendix G](#)

Moved by Mr. Eric Van Bladel , seconded by Dr. Ahmet Atlig to approve the motion.

Roll call: *All In Favor*

Against: NONE Abstained: NONE Absent: Dr. Ferhan Tunagur

Resolution 20250218.8 is adopted unanimously.

C. Workshops/Conferences

Approval of the attendance to and costs of the following Workshops/Conferences as requested by 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, the 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 NJOMB circular letter; be it

RESOLVED, that the board finds the cost of attendance, including all registration fees, and 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 |
|-----------------------|-------------------|--|---|------------------|
| Nurse Chris Querijero | February 26, 2025 | NJPSA/FEA: School Health and the Law- Understanding Evolving Legal Obligations and Empowering School Nurses and School Physicians to Support Students | FEA Conference Center, 12 Centre, Monroe NJ 08831 | \$150 |
| Ms. Ymari Lee | March 20, 2025 | NJCTE New Jersey Council of English Teachers Spring Conference 2025 | The College of New Jersey 2000 Pennington Road Ewing Township, NJ 08618 | \$125 per person |
| Ms. Amy Gettelfinger | April 16, 2025 | Leveraging AI For Powerful Instructional Coaching | Online | \$375 |
| Ms. Melissa Ramos | March 5, 2025 | Institute of Professional Development- Procurement and Purchasing Webinar "Are you Looking At me" | Online | \$50 |

| | | | | |
|---|---------------------|--|--|------------------|
| Ms. Alvarez | March 25, 2025 | Intervention and Referral Services (I&RS) Team Training Intervention and Referral Services (I&RS) Team Training | Online | \$175 |
| Ms. Alvarez | April 9, 2025 | Closing Out the I&RS Year | Virtual | \$130 |
| Ms. Pauline Clarke, Ms. Kitsch, Ms. Alpaben Patel | April 16 & 17, 2025 | Professional Training in ABA: Evidence-Based Behavior & Teaching Strategies | 10 Schalks Crossing Road, Suite 12 Plainsboro, NJ 08536 | \$250 per person |
| Ms. Emma Keating | March 1, 2025 | Using a Patterns of Strengths and Weaknesses to Identify SLD | Webinar | \$129 |
| Ms. Jessica Tadros | March 4 & 5, 2025 | ACEs and Complex (Developmental) Trauma in Children | Webinar | \$120 |
| Dr. Debra Vesper | March 26, 2025 | Engaging, Managing & Motivating, Hard to Reach & Disruptive Students Seminar | Hilton Garden Inn 50 Raritan Center Pkwy Edison, NJ 08837 | \$275 |
| Mr. James Santangelo | March 17, 2025 | Rutgers Online Learning Conference | Virtual | \$29 |
| Mr. James Santangelo | March 18, 2025 | Literacy with Multilingual Learners: Strategies for Effective Literacy Instruction for K-12 Multilingual Learners | Rutgers Livingston Student Center (84 Joyce Kilmer Ave, Piscataway, NJ 08854) | \$180 |
| Ms. Lizette Lopez, Mr. E. Tarhan | March 28, 2025 | Progress Monitoring and Data-Based Decision Making in Reading and Math K-8 | TCNJ 2000 Pennington Road Ewing Township, NJ 08628 | \$225 per person |

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

Roll call: *All In Favor*

Against: NONE Abstained: NONE Absent: Dr. Ferhan Tunagur

Resolution 20250218.9 is adopted unanimously.

X. Executive Session

- i. Central Jersey College Prep Charter School is **called to order for an executive session** at 8:23 PM in accordance with the Sunshine Law, Chapter 321, P.L. 1975.

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.

Moved by Mrs. Jackie Lewis, seconded by Dr. Ahmet Atlig to approve the motion.

Roll call: *All In Favor*

Against: NONE Abstained: NONE Absent: Dr. Ferhan Tunagur

Resolution 20250218.10 is adopted unanimously.

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

Moved by Mrs. Jackie Lewis, seconded by Dr. Tracy Gill to approve the motion.

Roll call: *All In Favor*

Against: NONE Abstained: NONE Absent: Dr. Ferhan Tunagur

Resolution 20250218.11 is adopted unanimously.

XI. Acceptance of HIB Report

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

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

Roll call: *All In Favor*

Against: NONE Abstained: NONE Absent: Dr. Ferhan Tunagur

Resolution 20250218.12 is adopted unanimously.

XII. Adjournment

Moved by Mr. Eric Van Bladel, seconded by Mrs. Jackie Lewis to **adjourn the meeting** at 8:45 PM.

Roll call: *All In Favor*

Against: NONE Abstained: NONE Absent: Dr. Ferhan Tunagur

Resolution 20250218.13 is adopted unanimously.