

M I N U T E S



CENTRAL JERSEY COLLEGE PREP CHARTER
SCHOOL

BOARD OF TRUSTEES
BOARD MEETING
MARCH 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

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BOARD OF TRUSTEES REGULAR MEETING

Date: March 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 6:37 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	ABSENT
Mrs. Jackie Lewis	Vice President	07/01/2025	PRESENT
Eric Van Bladel	Member	06/30/2027	EXCUSED
Dr. Tracy Gill	Member	06/30/2025	PRESENT
Dr. Ahmet Atlig	Member	02/19/2028	PRESENT
Dev Patel	Student Representative	06/30/2025	PRESENT

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 March 18, 2025 Regular Board Meeting agenda.

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

Roll call: All In Favor

Against: NONE Abstained: NONE Absent: Dr. Ferhan Tunagur, Mr. Eric Van Bladel
Resolution 20250318.1 is adopted unanimously.

III. Acceptance of Minutes

- i. **BE IT RESOLVED**, that the Board approves the minutes listed below.
 - ❖ Regular Meeting Minutes for February 18, 2025 [Appendix A](#)

Moved by Dr. Tracy Gill, seconded by Dr. Ahmet Atlig to approve the motion.

Roll call: All In Favor

Against: NONE Abstained: NONE Absent: Dr. Ferhan Tunagur, Mr. Eric Van Bladel
Resolution 20250318.2 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. **Student Representative to the Board**

BE IT RESOLVED that the Board of Trustees approves the removal of Papa Dugan and approves the appointment of Dev Patel as Student Representative to the Board of Trustees from March 18, 2025 to June 30, 2025.

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, Mr. Eric Van Bladel

Resolution 20250318.3 is adopted unanimously.

iii. **Next Board Meeting:** Tuesday, May 6, 2025

V. 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.

Appendix B

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

Roll call: All In Favor

Against: NONE Abstained: NONE Absent: Dr. Ferhan Tunagur, Mr. Eric Van Bladel

Resolution 20250318.4 is adopted unanimously.

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

- Enrollment Update: 1300 applications received
- Consolidation of New Brunswick campus with Somerset Campus
- Transitioning plan for 8th Grade Students from New Brunswick Campus to Somerset Campus

VII. 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

VIII. Designations, Discussion and Action Items

i. 2025-2026 Academic Calendar

BE IT RESOLVED that the Board of Trustees approves the Academic Calendar for the 2025-2026 school year. [Appendix C](#)

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

Roll call: All In Favor

Against: NONE Abstained: NONE Absent: Dr. Ferhan Tunagur, Mr. Eric Van Bladel

Resolution 20250318.5 is adopted unanimously.

ii. 2025-2026 Affirmative Action Officer

BE IT RESOLVED that the Board of Trustees approves Ms. Carrie Thomas as the Affirmative Action Officer for the 2025-2026 school year.

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, Mr. Eric Van Bladel

Resolution 20250318.6 is adopted unanimously.

iii. Comprehensive Equity Plan Needs Assessment

BE IT RESOLVED that the Board of Trustees authorizes the Affirmative Action Team to conduct a needs assessment and develop a Comprehensive Equity Plan for school years 2025-2026 through 2027-2028.

Moved by Dr. Ahmet Atlig, seconded by Dr. Tracy Gill to approve the motion.

Roll call: All In Favor

Against: NONE Abstained: NONE Absent: Dr. Ferhan Tunagur, Mr. Eric Van Bladel

Resolution 20250318.7 is adopted unanimously.

iv. 2024-2025 Memorandum of Understanding with Middlesex County Community College

BE IT RESOLVED that the Board of Trustees approves the Memorandum of Understanding between Central Jersey College Prep Charter School for the 2024-2025 school year. [Appendix D](#)

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, Mr. Eric Van Bladel

Resolution 20250318.8 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 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. Ahmet Atlig , seconded by Dr. Tracy Gill to approve agenda items IX. A - i through ii.

Roll call: All In Favor

Against: NONE Abstained: NONE Absent: Dr. Ferhan Tunagur, Mr. Eric Van Bladel

Resolution 20250318.9 is adopted unanimously.

B. Field Trips

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

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, Mr. Eric Van Bladel

Resolution 20250318.10 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
Ms. Linda Mancuso	May 15, 2025	<i>NJASBO Accounts Payable Workshop</i>	Westin - Mt. Laurel 555 Fellowship Road Mt. Laurel, New Jersey 08054 United States	\$145
Ms. Fiona Daubon	June 4-6, 2025	<i>NJASBO Conference 2025</i>	Oceans Resorts Atlantic City New Jersey	\$500
Mr. David Master	April 23-25, 2025	<i>Certified Playground Safety Inspector Workshop</i>	Middletown Senior Center, 900 Leonardville Rd, Leonardo, NJ 07737	\$640
Mr. Christopher Anderson, Ms. Pauline Clark	March 28, 2025	<i>Unsettling Autism</i>	The College of New Jersey 2000 Pennington Road Ewing Township, NJ 08618	\$385 per person
Dr. Tiara Lockett, Ms. Jacobs, Ms. Searcy, Ms. Oke	March 13, 2025	<i>Trauma Savvy School Culture</i>	New Jersey Law Center New Brunswick NJ	No registration cost
Dr. Tiara Lockett, Ms. Jacobs, Ms. Searcy, Ms. Oke	March 18, 2025	<i>Trauma Savvy School Culture</i>	Virtual Training	No registration cost
Mr. Murali Rajagopalan	March 26, 2025	Engaging, Managing & Motivating, Hard to Reach & Disruptive Students Seminar	Hilton Garden Inn 50 Raritan Center Pkwy Edison, NJ 08837	\$275
Ms. Gourdine and Ms. Tucker	June 2-6, 2025	Orton-Gilliam Morphology Plus literacy training	Virtual	\$1500 per person

Ms. Melissa Gibbs and Ms. Francine Brown	Thursday, May 8th, 2025	<i>Best Practices for Coaching Teachers (or Any Staff We Supervise)</i>	MOESC 100 Tornillo Way, Tinton Falls, NJ	\$399 per person
Ms. Meenakshi Kumar	Thursday April 3rd, 2025	<i>IXL Live</i>	MC Hotel Autograph Collection 690 Bloomfield Avenue Montclair, NJ 07042	\$95
Ms. Rebecca Blaskopf	Wednesday, April 30, 2025	<i>Empowering Education with AI: An Overview of the Role of AI in Student Success and Teacher Support</i>	The College of New Jersey 2000 Pennington Road Ewing Township, NJ 08618	\$225
Ms. Alexandra Oana	Wednesday, May 7, 2025	<i>Using AI in the Classroom to Support Student Success: Tips, Tools and Tricky Topics</i>	The College of New Jersey 2000 Pennington Road Ewing Township, NJ 08618	\$225
Mr. James Santangelo	April 3, 2025	<i>Practical strategies for improving the behavior of attention-seeking, manipulative, and challenging students</i>	Online, synchronous, full day	\$295
Ms. Hannah Mathias, Ms. Sheila Tartaglia	April 10, 2025 8:00 AM-3:00 PM	<i>Day with an AP African American Studies Reader - NJ Public School Teachers ONLY</i>	Neptune High School 55 Neptune Boulevard Neptune, NJ	No registration cost

Moved by Dr. Tracy Gill , seconded by Dr. Ahmet Atlig to approve the motion.

Roll call: All In Favor

Against: NONE Abstained: NONE Absent: Dr. Ferhan Tunagur, Mr. Eric Van Bladel

Resolution 20250318.11 is adopted unanimously.

D. New Salary Guide

BE IT RESOLVED, that The Board hereby approves the New Salary Guide effective July 1, 2025. [Appendix H](#)

Moved by Dr. Tracy Gill, seconded by Dr. Ahmet Atlig to approve the motion

Roll call: All In Favor
Against: NONE Abstained: NONE Absent: Dr. Ferhan Tunagur, Mr. Eric Van Bladel
Resolution 20250318.12 is adopted unanimously.

X. Finance

i. FY26 Budget

BE IT RESOLVED, that The Board hereby approves the Budget for the 2025-2026 school year to be submitted to the NJDOE Officer of Charter and Renaissance Schools.
[Appendix I](#)

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, Mr. Eric Van Bladel
Resolution 20250318.13 is adopted unanimously.

ii. Investment

BE IT RESOLVED, that The Board hereby authorizes the Business Administrator and Assistant Business Administrator to invest \$5,000,000 in a Certificate of Deposit Account for 6 months at Unity Bank at an interest rate of 4.25% APY.

Moved by Dr. Tracy Gill, seconded by Dr. Ahmet Atlig to approve the motion.

Roll call: All In Favor
Against: NONE Abstained: NONE Absent: Dr. Ferhan Tunagur, Mr. Eric Van Bladel
Resolution 20250318.14 is adopted unanimously.

iii. 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 \$13,674,893.21 as of February 28, 2025.

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

Pursuant to N.J.A.C. 6A:23-2.11, I certify that as of February 28, 2025 no major budgetary line item account expenditure exceeds the amount appropriated by the Charter Board of Trustees.

Date _____

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. Tracy Gill to approve the motion.

Roll call: All In Favor

Against: NONE Abstained: NONE Absent: Dr. Ferhan Tunagur, Mr. Eric Van Bladel

Resolution 20250318.17 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, Mr. Eric Van Bladel

Resolution 20250318.18 is adopted unanimously.

XII. Acceptance of HIB Report

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

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, Mr. Eric Van Bladel

Resolution 20250318.19 is adopted unanimously.

XIII. Adjournment

Moved by Mrs. Jackie Lewis, seconded by Dr. Tracy Gill to **adjourn the meeting** at 7:56 PM.

Roll call: All In Favor

Against: NONE Abstained: NONE Absent: Dr. Ferhan Tunagur, Mr. Eric Van Bladel

Resolution 20250318.20 is adopted unanimously.