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CENTRAL JERSEY COLLEGE PREP CHARTER  
SCHOOL

BOARD OF TRUSTEES

REGULAR MEETING  
JUNE 27, 2018

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS AND ASBURY  
PARK PRESS.

**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:** June 27, 2018/7:00pm  
**Place:** 101 Mettlers Rd, NJ 08873

**MINUTES**

I. The Regular Meeting of the Central Jersey College Prep Charter School is called to order at 7:20 pm. The Board reserves the right to act on any or all agenda items.

Moved by Mrs. Lewis, seconded by Mrs. Eke  
Roll call: Motion #180627.1 adopted unanimously. (In favor: J.L, S.E, O.U.)  
Against: None Abstained: None

**Open Public Meeting Act Statement**

This meeting was publicized in accordance with the requirements of the New Jersey Open Public Meetings Act, Chapter 231, P.L. 1975 and notification was given to all appropriate parties. The notice of this meeting was posted in Courier News and Asbury Park Press.

**Roll Call by Board Secretary, Mr. Atilla Sabahoglu:**

| <b>Trustee</b>     | <b>Position</b> | <b>Term Expires</b> | <b>Attendance</b> |
|--------------------|-----------------|---------------------|-------------------|
| Dr. Ferhan Tunagur | President       | 03/01/2020          | Excused           |
| Mrs. Jackie Lewis  | Vice President  | 07/01/2019          | Present           |
| Dr. Ozcan Uzun     | Member          | 12/01/2020          | Present           |
| Mrs. Sevil Eke     | Member          | 12/01/2020          | Present           |
|                    |                 |                     |                   |

**Also Present:**

| <b>Member</b>        | <b>Position</b> | <b>Attendance</b> |
|----------------------|-----------------|-------------------|
| Dr. Namik Sercan     | CEO             | Present           |
| Mr. Atilla Sabahoglu | Board Secretary | Present           |

II. **Acceptance of Agenda, Minutes and Reports**

Moved to accept the June 2018 Regular Meeting Agenda,

Moved by Mrs. Lewis, seconded by Mrs. Eke Roll call:  
Roll call: Motion #180627.2 adopted unanimously. (In favor: J.L, S.E, O.U.)

Against: None    Abstained: None

**BE IT RESOLVED**, Central Jersey College Prep Charter School Board of Trustees approves the minutes and reports listed below.

- ❖ Regular Meeting Minutes for May 2018
- ❖ Bill list from May 2 2018 to June 27 2018
- ❖ Treasurer Reports for April and May 2018
- ❖ Board Secretary Reports for April and May 2018

Moved by Mrs. Eke, seconded by Mrs. Lewis Roll call:

Roll call: Motion #180627.3 adopted unanimously. (In favor: J.L, S.E)

Against: None    Abstained: (O.U).

**III. CEO's Monthly Report – Dr. Sercan**

- Dr. Sercan discussed (a) results from the school climate survey, which included students, teachers, and parents, (b) preliminary PARCC results, and (c) graduation rates/college admission rates for 2017-18 school year.

**IV. Public Comments**

- A parent expressed her appreciation for a successful school year, and requested a stronger communication moving forward.

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

a. ***This item has been removed from the agenda***, that The Board hereby elects the new board member for CJCP Board of Trustees.

b. **RESOLVED**, that The Board hereby awards the Prime Design Landscapes for landscaping services in the amount of 15,425.00/year. The vendors and the amounts are as follows;

|                                |                |
|--------------------------------|----------------|
| Spooky Brook Landscaping, Inc. | 23,081.00/year |
| Prime Design Landscapes        | 15,425.00/year |
| Arley Ramirez Landscape        | 22,220.00/year |
| A.E.M Landscaping              | 17,859.68/year |

Moved by Mrs. Lewis, seconded by Mrs. Eke to approve designations and resolution listed in item # **IVb**.

Roll call: Motion #180627.4 adopted unanimously. (In favor: J.L, S.E, O.U.)

Against: None    Abstained: None

c. **RESOLVED**, that The Board hereby approves the attached budget transfer for May 2018.

Moved by Mrs. Eke, seconded by Mrs. Lewis to approve designations and resolution listed in item # **IVc**.

Roll call: Motion #180627.5 adopted unanimously. (In favor: J.L, S.E, O.U.)  
Against: None Abstained: None

- d. **RESOLVED**, that Central Jersey College Prep Charter School upon recommendation of Mr. Atilla Sabahoglu approves the renewal of the FSMC year contract with Maschio's Food Services for the 2018-2019 school year.

CJCP shall pay Maschio's an annual management fee in the amount of \$8,903.00. The management fee shall be payable in monthly installments of \$890.30 per month commencing on September 1, 2018 and ending on June 30, 2019.

Maschio's guarantees a nocost or breakeven food service operation, including the management fee. In the event that program costs exceed total revenues (from all sources), Maschio's shall be responsible for any losses (shortfalls) incurred with the following conditions:

Moved by Mrs. Eke, seconded by Mrs. Lewis to approve designations and resolution listed in item # **IVd**.

Roll call: Motion #180627.6 adopted unanimously. (In favor: J.L, S.E, O.U.)  
Against: None Abstained: None

- e. **RESOLVED**, that The Board hereby approves the second change of order for the technology bid#07-06 with the amount of \$5,030.

Moved by Mrs. Lewis, seconded by Mrs. Eke to approve designations and resolution listed in item # **IVe**.

Roll call: Motion #180627.7 adopted unanimously. (In favor: J.L, S.E, O.U.)  
Against: None Abstained: None

- f. **RESOLVED**, that The Board hereby approves the agreement with Board Connect, LLC for Board meeting agenda and minutes online platform with the amount of \$2395 for 2018-2019.

Moved by Mrs. Eke, seconded by Mrs. Lewis to approve designations and resolution listed in item # **IVf**.

Roll call: Motion #180627.8 adopted unanimously. (In favor: J.L, S.E, O.U.)  
Against: None Abstained: None

- g. **RESOLVED**, that The Board hereby approves the agreement with Atilla Sabahoglu for SBA consulting services for 2018-19 with monthly flat rate of \$2375 (not to exceed \$28,500 annually). Mr. Sabahoglu will continue to serve as the School Business Administrator until a new SBA is appointed.

Moved by Mrs. Lewis, seconded by Mrs. Eke to approve designations and resolution listed in item # **IVg**.

Roll call: Motion #180627.9 adopted unanimously. (In favor: J.L, S.E, O.U.)  
Against: None Abstained: None

- h. **RESOLVED**, that The Board hereby approves Horizon Blue Cross Blue Shield as medical and dental insurance provider. Our dental plan cost stayed unchanged during this process for the same plan design. More exciting is that the effect on our medical insurance was a slight decrease in costs for a very similar plan in the large group market. While we have explored moving to the large group market in the past, we were not able to do so with such success until now.

Moved by Mrs. Lewis, seconded by Mrs. Eke to approve designations and resolution listed in item # **IVh**

Roll call: Motion #180627.10 adopted unanimously. (In favor: J.L, S.E, O.U.)

Against: None     Abstained: None

- i. **RESOLVED**, that The Board hereby approves to renew NJSIG (NJ School Boards Insurance Group) insurance and trust agreement to join Eric North for a 3-year period starting July 1, 2018.

Moved by Mrs. Eke, seconded by Mrs. Lewis to approve designations and resolution listed in item # **IVi**

Roll call: Motion #180627.11 adopted unanimously. (In favor: J.L, S.E, O.U.)

Against: None     Abstained: None

- j. **RESOLVED**, that The Board hereby approves the attached second amendment to the building lease agreement (attached).

Moved by Dr. Uzun, seconded by Mrs. Eke to approve designations and resolution listed in item # **IVj**

Roll call: Motion #180627.12 adopted unanimously. (In favor: J.L, S.E, O.U.)

Against: None     Abstained: None

- k. **RESOLVED**, that The Board hereby authorizes submission of the Fiscal Year 2019 proposed program plan and budget for ESSA (Every Student Succeeds Act)/ESEA (Elementary & Secondary Education Act) application and the subsequent acceptance of funds for the following Titles in the specified allocation amounts:

Title IA--\$133,091

Title IIA--\$26,087

Title III--\$508

Title III Immigrant--\$1,477

Title IV--\$10,000

Moved by Mrs. Lewis, seconded by Mrs. Eke to approve designations and resolution listed in item # **IVk**

Roll call: Motion #180627.13 adopted unanimously. (In favor: J.L, S.E, O.U.)

Against: None     Abstained: None

- l. **RESOLVED**, that The Board hereby approves the attached revised school calendar for 2018-19 school year.

Moved by Mrs. Eke, seconded by Mrs. Lewis to approve designations and resolution listed in item # **IV**

- m. **RESOLVED**, that The Board hereby approves Eastern Datacomm as a state contract vendor for the school security system not to exceed the amount of \$ 41,197.00

Moved by Mrs. Eke, seconded by Mrs. Lewis to approve designations and resolution listed in item # **IVm**

Roll call: Motion #180627.14 adopted unanimously. (In favor: J.L, S.E, O.U.)

Against: None     Abstained: None

- n. **RESOLVED**, that The Board hereby approves the attached HIB report.

Moved by Mrs. Lewis, seconded by Mrs. Eke to approve designations and resolution listed in item # **VIIa**.

Roll call: Motion #180627.17 adopted unanimously. (In favor: J.L, S.E, O.U.)

Against: None     Abstained: None

## **VI. Human Resources**

- a. **RESOLVED**, that The Board hereby approves Mrs. Lynne Ozgur as a Grant Coordinator for a full-time 12-month term with benefits. Ms. Ozgur's annual gross salary is \$59,000.

Moved by Mrs. Eke, seconded by Mrs. Lewis to approve designations and resolution listed in item # **Via**

Roll call: Motion #180627.15 adopted unanimously. (In favor: J.L, S.E, O.U.)

Against: None     Abstained: None

- b. **RESOLVED**, that The Board hereby approves to extend Ms. Mualla Kiziltepe's contract term as an Interim HR Director till August 31, 2018. Her salary will be \$3750 per month in addition to benefits.

Moved by Mrs. Eke, seconded by Mrs. Lewis to approve designations and resolution listed in item # **Vib**

Roll call: Motion #180627.16 adopted unanimously. (In favor: J.L, S.E, O.U.)

Against: None     Abstained: None

## **VII. Executive Session**

Central Jersey College Prep Charter School is called to order for an executive session at 8:41 pm.

- a. **RESOLVED**, that The Board hereby approves the attached HIB report.

Moved by Mrs. Lewis, seconded by Dr. Uzun to approve to HIB report presented.

Roll call: Resolution #180502.11 adopted unanimously. (In favor: F.T, J.L, S.E)

Against: None     Abstained: None

Moved by Mrs. Lewis, seconded by Mrs. Eke to adjourn the Executive Session in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss topics such as personnel matters, attorney-client privilege matters, pending litigation, negotiations and other such related matters.

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.

**VIII. Adjournment**

Moved by Mrs. Lewis, seconded by Mrs. Eke to adjourn the meeting at 8:46 p.m.

Roll call: Motion #180627.18 adopted unanimously. (In favor: J.L, S.E, O.U.)

Against: None     Abstained: None