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**CENTRAL JERSEY COLLEGE PREP CHARTER
SCHOOL**

BOARD OF TRUSTEES

**RE-ORGANIZATION MEETING
SEPTEMBER 27, 2017**

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS.

CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL

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BOARD OF TRUSTEES
RE-ORGANIZATION MEETING

Date : September 27, 2017/7:00pm
Place : 101 Mettlers Rd, NJ 08873

MINUTES

I. The Regular Meeting of the Central Jersey College Prep Charter School is called to order at 7:21 pm. The Board reserves the right to act on any or all agenda items.

Moved by Mrs. Lewis, seconded by Dr. Uzun
Roll call: Motion #180927.1 adopted unanimously. (In favor: F.T, O.U, J.L, S.E)
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.

Roll Call by Board Secretary, Mr. Atilla Sabahoglu:

Trustee	Position	Term Expires	Attendance
Dr. Ferhan Tunagur	President	03/01/2020	Present
Mrs. Jackie Lewis	Vice President	07/01/2019	Present
Dr. Ozcan Uzun	Member	11/30/2017	Present
Mrs. Sevil Eke	Member	11/30/2017	Present

Also Present:

Member	Position	Attendance
Dr. Namik Sercan	CEO	Present
Mr. Atilla Sabahoglu	Board Secretary	Present

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

Moved to accept the Re-Organization Meeting Agenda,

Moved by Mrs. Lewis, seconded by Dr. Uzun
Roll call: Motion #180927.2 adopted unanimously. (In favor: F.T, O.U, J.L, S.E)
Against: None Abstained: None).

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

- ❖ Regular Meeting Minutes for September 2017
- ❖ Bill list from September 7 2017 to September 26 2017
- ❖ Treasurer Report for August 2017
- ❖ Board Secretary Report for August 2017

Moved by Mrs. Lewis, seconded by Dr. Uzun

Roll call: Resolution #180927.3 adopted unanimously. (In favor: F.T, O.U, J.L, S.E)

Against: None Abstained: None).

-----**RE-ORGANIZATION SECTION**-----

III. Appointments

- a. Physician.....Dr. Sathesh Evalappan
- b. Psychological Examiner.....Therapy Source
- c. Grant Coordinator..... Mrs. Lynne Ozgur
- d. School Business AdministratorMr. Atilla Sabahoglu
- e. Purchasing Agent Compliance Officer for Affirmative Action....Mr. Atilla Sabahoglu
- f. Safety & Health Designee.....Mrs. Wawa Bukong
- g. Custodian of Records (OPRA)..... Mr. Atilla Sabahoglu
- h. Board Secretary.....Mr. Atilla Sabahoglu
- i. Treasurer of School Monies.....Mr. Christopher Lessard

Motion by Dr. Uzun, seconded by Dr. Tunagur to approve appointments listed in items # **IIIa. through III i.**

Roll call: Resolution #180927.4 adopted unanimously. (In favor: F.T, O.U, J.L, S.E)

Against: None Abstained: None).

IV. Public Comments

- Mrs. Tabanli asked the Board to accept her resignation.
- Mrs. Asante talked about the communication between the school and the parents.
- Mr. Fryson asked the Board to help him to spread the word for the Charter School Myths.

V. Designations and Action Items

- a. **RESOLVED**, that The Board upon recommendation of the CEO approves \$15,050 change order for the Bid # 07-06

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

Roll call: Resolution #180927.5 adopted unanimously. (In favor: F.T, O.U, J.L, S.E)
Against: None Abstained: None).

- b. **RESOLVED**, that The Board hereby approves revised school calendar for 2017-2018 school year.

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

Roll call: Resolution #180927.6 adopted unanimously. (In favor: F.T, O.U, J.L, S.E)
Against: None Abstained: None).

- c. **RESOLVED**, that The Board hereby approves updated salary proportions for Title I staff for the 2017-18 school year.

Moved by Dr. Uzun, seconded by Dr. Tunagur to approve designations and resolution listed in item # **Vc**.

Roll call: Resolution #180927.7 adopted unanimously. (In favor: F.T, O.U, J.L, S.E)
Against: None Abstained: None).

- d. **RESOLVED**, that The Board hereby approves the additional space for the current building.

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

Roll call: Resolution #180927.8 adopted unanimously. (In favor: F.T, O.U, J.L, S.E)
Against: None Abstained: None).

- e. **RESOLVED**, that The Board hereby approves School Attorney – Ms. Brenda Liss at the firm of Riker Danzig Scherer Hyland Perretti, LLP. And Art Skaar for building issues for 2017-2018.

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

Roll call: Resolution #180927.9 adopted unanimously. (In favor: F.T, O.U, J.L, S.E)
Against: None Abstained: None).

- f. **RESOLVED**, that The Board hereby approves the Auditor – Mr. Richard Barre at the firm of Barre & Company, LLC. for 2017-2018 School Year.

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

Roll call: Resolution #180927.10 adopted unanimously. (In favor: F.T, O.U, J.L, S.E)
Against: None Abstained: None).

- g. **RESOLVED** that The Board hereby approves the School Business Administrator or designee as custodian of \$500 Petty Cash fund for **2017-2018** school year with a \$75 limit per purchase.

Motion by Mrs. Lewis, seconded by Dr. Tunagur to approve designations and resolution listed in item # **Vg**.

Roll call: Resolution #180927.11 adopted unanimously. (In favor: F.T, O.U, J.L, S.E)

Against: None Abstained: None).

- h. Approval of **Early Payment of Bills** - Resolution to designate a Board Member to review and approve early payment of bills as follows:

WHEREAS, the Board of Trustees of Central Jersey College Prep Charter School does recognize that there is an advantage to paying their obligations in a timely manner, and

WHEREAS, the Board of Trustees of Central Jersey College Prep Charter School does recognize that some billings become due before an official Board meeting, and that payment of said billings would benefit the Board monetarily and business wise, and therefore, be it:

RESOLVED, that the Board of Trustees of Central Jersey College Prep Charter School does hereby designate **Business Administrator** as their delegate to review and approve early payment of certain bills with official approval by the full Board at this official meeting following said approval. The list of bills that will be paid early is followed;

- Utility Bills
- Rent
- Advertisement and Public Notice Bills
- Insurance payments
- The accounts that functions with the limits, has certain payment dates and late/finance charges

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

Roll call: Resolution #180927.12 adopted unanimously. (In favor: F.T, O.U, J.L, S.E)

Against: None Abstained: None).

- i. **RESOLVED** that The Board hereby approves the Board membership renewal for Dr. Ozcan Uzun that expires on 12/01/2020.

Motion by Dr. Tunagur, seconded by Mrs. Lewis to approve designations and resolution listed in item # **VI**.

Roll call: Resolution #180927.13 adopted unanimously. (In favor: F.T, J.L, S.E)

Against: None Abstained: O.U).

- j. **RESOLVED** that The Board hereby approves the Board membership renewal for Mrs. Sevil Eke that expires on 12/01/2020.

Motion by Dr. Tunagur, seconded by Mrs. Lewis to approve designations and resolution listed in item # **VI**.

Roll call: Resolution #180927.14 adopted unanimously. (In favor: F.T, O.U, J.L)

Against: None Abstained: S.E).

VI. Human Resources

- a. **RESOLVED**, that The Board hereby approves the attached personnel list.

Moved by Dr. Uzun, seconded by Dr. Tunagur to approve designations and resolution listed in item # **VIa**.

Roll call: Resolution #180927.15 adopted unanimously. (In favor: F.T, O.U, J.L, S.E)
Against: None Abstained: None).

VII. CEO's Monthly Report – Dr. Sercan

VIII. Executive Session

Central Jersey College Prep Charter School is called to order for an executive session at 8:17 pm.

Moved by Mrs. Lewis, seconded by Dr. Uzun 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.

IX. Adjournment

Moved by Dr. Uzun, seconded by Dr. Tunagur to adjourn the meeting at 9:36 p.m.

Roll call: Motion #180927.16 adopted unanimously. (In favor: F.T, O.U, J.L, S.E)
Against: None Abstained: None).

Attachments

- ❖ Regular Meeting Minutes for September 2017
- ❖ Bill list from September 7 2017 to September 26
- ❖ August 2017 Budget Transfers
- ❖ Treasurer Report for August 2017
- ❖ Board Secretary Report for August 2017