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CENTRAL JERSEY COLLEGE PREP CHARTER
SCHOOL

BOARD OF TRUSTEES

REGULAR MEETING
JANUARY 23, 2019

CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL

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BOARD OF TRUSTEES REGULAR MEETING

Date: January 23, 2019, 6:30 PM
Place: 101 Mettlers Rd, 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 since January 15, 2019.

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 6:50 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 #190123.1 adopted unanimously. (In favor: O.U, J.L., F.T., S.E)

Against: None Abstained: None).

Roll Call by Board Secretary, Mr. Fatih Kayalar:

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	12/01/2020	Present
Mrs. Sevil Eke	Member	12/01/2020	Present

Also Present:

Member	Position	Attendance
Dr. Namik Sercan	CEO	Present
Mr. Fatih Kayalar	Board Secretary/SBA	Present

II. Recognition of the Students and Staff

Each month, Board of Trustees recognizes outstanding students and staff that have been honored at the state, national or international level. Honorees must have placed first at the regional or state level, or be among the top finishers at the national or international

level. In addition, students who have demonstrated extraordinary achievement, behavior, and character are also recognized.

- Students of the month.

III. Acceptance of Agenda, Minutes and Reports

Moved to accept the agenda for the January 23, 2019 Regular Meeting,

Moved by Dr. Uzun, seconded by Mrs. Eke

Roll call: Motion #190123.2 adopted unanimously. (In favor: O.U, J.L., F.T., S.E)

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 December 12, 2018
- ❖ Bill list from December 12, 2018 to January 22, 2019
- ❖ Board Secretary Reports for December 2018

Moved by Dr. Uzun, seconded by Mrs. Lewis

Roll call: Motion #190123.3 adopted unanimously. (In favor: O.U, J.L., F.T., S.E)

Against: None Abstained: None).

IV. Public Comments

Board President or designee opens the public comment session on any topic. Each person is limited to speak for a period of three (3) minutes and will be asked to give their full name, spell their last name and provide their address. Board President or designee closes the public comment session on any topic.

V. CEO's Monthly Report – Dr. Sercan

Dr. Sercan presented the following topics;

- Application and enrollment process for the school year 2019-2020.
- College acceptance rate and scholarships.
- Graduation requirements for seniors.
- Science Olympiad Team results.

VI. Policy Adoptions

- i. ***BE IT RESOLVED***, that the Board approves the first reading of the following policies regulations as detailed in the exhibits attached hereto and made a part of the minutes:

1. Policy 3160: Physical Examination
2. Regulation 3160: Physical Examination
3. Policy 3222: Evaluation of Teaching Staff Members, Excluding Teachers and Administrators

4. Regulation 3222: Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
5. Policy 3223: Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
6. Regulation 3223: Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
7. Policy 3240: Professional Development for Teachers and School Leaders
8. Regulation 3240: Professional Development for Teachers and School Leaders
9. Policy 5111: Eligibility of Resident/Nonresident Students
10. Regulation 5111: Eligibility of Resident/Nonresident Students

Moved by Dr. Uzun, seconded by Mrs. Lewis to approve policy adoptions listed in item #VIi

Roll call: Motion #190123.4 adopted unanimously. (In favor: O.U, J.L., F.T., S.E)
 Against: None Abstained: None)

- ii. ***BE IT RESOLVED***, that the Board approves the second reading and adoption of the following policies or revised policies as detailed in the exhibits attached hereto and made a part of the minutes: ***Appendix A***

1. Policy 2200: Curriculum Content
2. Regulation 2200: Curriculum Content
3. Policy 2411: Guidance Counseling
4. Regulation 2411: Guidance Counseling
5. Policy 2418: Section 504 of the Rehabilitation Act of 1973 – Students
6. Regulation 2418: Section 504 of the Rehabilitation Act of 1973 – Students
7. Policy 2423: Bilingual and ESL Education
8. Regulation 2423: Bilingual and ESL Education
9. Policy 3232: Tutoring Services

Moved by Dr. Uzun, seconded by Mrs. Eke to approve policy adoptions listed in item #VIii

Roll call: Motion #190123.5 adopted unanimously. (In favor: O.U, J.L., F.T., S.E)
 Against: None Abstained: None)

VII. Designations, Discussion and Action Items

- i. ***BE IT RESOLVED***, the Board of Trustees approves 2018-19 Memorandum of Agreement Between Education and Law Enforcement Officials as presented in ***Appendix B***.

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

Roll call: Motion #190123.6 adopted unanimously. (In favor: O.U, J.L., F.T., S.E)
 Against: None Abstained: None)

- ii. **BE IT RESOLVED**, that The Board hereby approves the New Jersey Schools Insurance Group Educational Risk & Insurance Consortium-North Indemnity and Trust Agreement Resolution to Join / Renew Membership. **Appendix C**

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

Roll call: Motion #190123.7 adopted unanimously. (In favor: O.U, J.L., F.T., S.E)

Against: None Abstained: None)

- iii. **WHEREAS**, CJCPCS schedules events outside of working hours for a variety of reasons, including but not limited to student recruitment, community building, parent workshops and seminars.

WHEREAS, staff salaries stated in the employment contracts do not cover additional hours put by the staff members outside working hours.

WHEREAS, the school needs participation from its staff members, therefore would like to compensate such additional hours,

BE IT RESOLVED, the CJCPCS Board of Trustees approves a payment of \$25.00/hour to any staff members who attend events and activities taking place outside of working hours.

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

Roll call: Motion #190123.8 adopted unanimously. (In favor: O.U, J.L., F.T., S.E)

Against: None Abstained: None)

- iv. **BE IT RESOLVED**, that The Board hereby approves the This Independent Contractor Agreement with Mrs. Lynne Ozgur as Grant Manager **Appendix D**

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

Roll call: Motion #190123.9 adopted unanimously. (In favor: O.U, J.L., F.T., S.E)

Against: None Abstained: None)

- v. **BE IT RESOLVED**, the Board of Trustees approves the amended budget for the Fiscal Year 2018-2019 **Appendix E**.

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

Roll call: Motion #190123.10 adopted unanimously. (In favor: O.U, J.L., F.T., S.E)

Against: None Abstained: None)

VIII. **Human Resources**

- i. ***BE IT RESOLVED***, that the Board, upon recommendation by the CEO, approves the hiring of new employees, adjustments in professional responsibilities, pertinent salary allocations, and additional stipends for 2018-2019 as detailed in the exhibit attached hereto and made a part of the minutes. ***Appendix F***

Moved by Dr. Uzun, seconded by Dr. Tunagur to approve human resource resolution listed in item #VIIIi

Roll call: Motion #190123.11 adopted unanimously. (In favor: O.U, J.L., F.T., S.E)

Against: None Abstained: None)

- ii. ***BE IT RESOLVED***, that the Board hereby approves the attached salary proportions for ESEA/Title I staff for the school year 2018-19 retroactively ***Appendix G***.

Moved by Dr. Uzun, seconded by Mrs. Eke to approve human resource resolution listed in item #VIIIii

Roll call: Motion #190123.12 adopted unanimously. (In favor: O.U, J.L., F.T., S.E)

Against: None Abstained: None)

IX. Executive Session

Central Jersey College Prep Charter School is called to order for an executive session at 7:30 pm.

Moved by Dr. Uzun, 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, HIB monthly reports, negotiations and other such related matters pursuant to law N.J.S.A. 10:4-12(b).

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.

X. Adjournment

Moved by Dr. Uzun, seconded by Mrs. Lewis to adjourn the meeting at 7:39 p.m.

Roll call: Motion #190123.13 adopted unanimously. (In favor: O.U, J.L., F.T., S.E)

Against: None Abstained: None)

Attachments

- ❖ Regular Meeting Minutes for December 12, 2018
- ❖ Bill list from December 12, 2018 to January 22, 2019
- ❖ Board Secretary Reports for December 2018

Appendices

- ❖ Appendix A: Policies and Regulations
- ❖ Appendix B: 2018-19 Memorandum of Agreement Between Education and Law Enforcement Officials
- ❖ Appendix C: NJSIG Educational Risk & Insurance Consortium-North Indemnity and Trust Agreement Resolution to Join / Renew Membership
- ❖ Appendix D: Independent Contractor Agreement with Mrs. Lynne Ozgur
- ❖ Appendix E: The amended budget for the Fiscal Year 2018-2019
- ❖ Appendix F: List of New Employees and Stipends since 12.12.2018
- ❖ Appendix G: Salary proportions for ESEA/Title I staff