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CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL

BOARD OF TRUSTEES

BOARD MEETING

JUNE 17, 2021

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS AND HOME NEWS
TRIBUNE ON JULY 10, 2020.

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 17, 2021, 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 10, 2020.

This meeting will be held online on Zoom at the following link as published on the school’s website:

<https://us02web.zoom.us/j/93695535020?pwd=S1JoaFBPOTY2eGJjbUFNaEFzFjdz09>

Members of the public wishing to attend the meeting via phone may do so by calling: +19292056099

Meeting ID: 936 9553 5020, Passcode: 223147

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 ____ PM. The Board reserves the right to act on any or all agenda items.

Roll Call by, Dr. Namik Sercan:

Trustee	Position	Attendance
Dr. Ferhan Tunagur	President	
Mrs. Jackie Lewis	Vice President	
Eric Van Bladel	Member	
Dr. Ozcan Uzun	Member	
Dr. Anton Antony Arockiasamy	Member	

Also Present:

Member	Position	Attendance
Dr. Namik Sercan	Chief Education Officer	
Mr. Fatih Kayalar	Board Secretary/ Business Administrator	
Ms. Tasha Mosconi	Curriculum Director- Upper School	

II. Acceptance of Agenda

- i. **BE IT RESOLVED**, Central Jersey College Prep Charter School Board of Trustees approves the June 17, 2021, Regular Board Meeting agenda,

Moved by _____, seconded by _____ to approve the motion.

Roll call:

Against: _____ Abstained: _____ Absent: _____

III. Board Matters

- i. Board self-evaluation [Appendix A](#)
ii. Annual CEO evaluation by the Board of Trustees [Appendix B](#)
iii. Board Meeting schedule for the school year 2021-22

BE IT RESOLVED, that the Board approves the following meeting dates for the school year 2021-22. Unless otherwise decided, each meeting will be held at the school building 101 Mettlers Road, Somerset NJ 08873 starting at 6:30 pm.

July 22, 2021
August 19, 2021
September 30, 2021 -Reorganization Meeting
November 4, 2021
December 16, 2021
January 20, 2022
February 17, 2022
March 24, 2022
April 21, 2022
May 19, 2022
June 23, 2022

Moved by _____, seconded by _____ to approve the motion.

Roll call:

Against: _____ Abstained: _____ Absent: _____

- iv. **BE IT RESOLVED**, that The Board hereby approves the Board membership renewal for Mr. Eric Van Bladel for another three-year term

Moved by _____, seconded by _____ to approve the motion.

Roll call:

Against: _____ Abstained: _____ Absent: _____

IV. Acceptance of Minutes and Reports

- i. **BE IT RESOLVED**, that the Board approves the minutes and reports listed below.

- ❖ [Regular Meeting Minutes for May 20, 2021](#)
- ❖ [Bill list from 5/19/2021 to 6/14/2021](#)
- ❖ [Treasurer Reports of April and May 2021](#)
- ❖ [Board Secretary Reports for May 2021](#)
- ❖ [Budget Transfers from 4/21/2021 to 6/14/2021](#)

Moved by _____, seconded by _____ to approve the motion.

Roll call:

Against: _____ Abstained: _____ Absent: _____

V. **Chief Education Officer's Monthly Report – Dr. Sercan**

Dr. Sercan presented the following topics:

- Graduation Ceremonies
 - June 23: Kindergarten & 5th Grade
 - June 24: 8th Grade and Senior
- Summer school
 - In-person: 94 ES, 134 MS & HS
 - Online: 361 ES, 410 MS & HS
 - 33 Teachers & support staff
- Updates on state regulations regarding Covid-19
 - Status of statewide emergency
 - Graduation and other events
 - Face covering in public schools including charters
 - Social distancing in public schools including charters
 - School board meetings
- Highlights from the Safe Reopening Plan
 - Universal & correct wearing of mask
 - Physical distancing
 - Handwashing
 - Cleaning and sanitizing the facility & ventilation
 - Diagnostic and screening testing
 - Vaccinations
 - Accommodations for SPED students

VI. **Public Comments**

The 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. The Board President or designee closes the public comment session on any topic.

No P/A

VII. **Policy Adoptions**

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

[Appendix C:](#)

- Policy 5134 - Married Pregnant Lactating Pupils
- Policy 5135 - Postnatal Accommodation for Staff

Moved by _____, seconded by _____ to approve the motion.

Roll call:

Against: _____ Abstained: _____ Absent: _____

- ii. BE IT RESOLVED*, that the Board approves the second reading and adoption of the following policy and code of conduct as detailed in the exhibits attached hereto and made a part of the minutes [Appendix D:](#)

- Policy 8561- Procurement Procedures for School Nutrition Programs

- Code of conduct for procurement

Moved by _____, seconded by _____ to approve the motion.

Roll call:

Against: _____ Abstained: _____ Absent: _____

VIII. Designations, Discussion and Action Items

- BE IT RESOLVED**, that the Board of Trustees approves the contract with the Comprehensive Communication Group without competitive bidding as extraordinary unspecifiable services pursuant to N.J.S.A. 18A:18A-5(a)(2), to assist the school with community outreach and public relations. The contract is for July 1, 2021 through January 30, 2022 in the total amount of \$70,000 [Appendix E](#)

Moved by _____, seconded by _____ to approve the motion.

Roll call:

Against: _____ Abstained: _____ Absent: _____

- BE IT RESOLVED**, that the Board of Trustees approves the contract with the Johnston Law Firm LLC, for the amount of \$275.00 per hour for principals and counsel, \$245.00 per hour for associates, and \$115.00 per hour for paralegal time. [Appendix F](#)

Moved by _____, seconded by _____ to approve the motion.

Roll call:

Against: _____ Abstained: _____ Absent: _____

- BE IT RESOLVED**, that the Board of Trustees approves the contract with the R. Pressler Associates, for the amount of \$200.00 per hour for Charter School Expansion Support Program. RPA's Charter School Expansion Support Program is a program of facilitation, writing, editing, data collection, and submission designed to help a charter school develop, complete, and submit an amendment for expansion of a charter school for the term of June 1, 2021 to December 31, 2021. [Appendix G](#)

Moved by _____, seconded by _____ to approve the motion.

Roll call:

Against: _____ Abstained: _____ Absent: _____

- BE IT RESOLVED**, that the Board of Trustees approves the contract with Christopher Lessard, for the amount of \$450.00 per month for monthly Treasurer's Report and bank accounts reconciling and \$100 per hour for state compliance, reparation and maintenance of budget and Annual Audit as needed for the 2021-2022 fiscal year. [Appendix H](#)

Moved by _____, seconded by _____ to approve the motion.

Roll call:

Against: _____ Abstained: _____ Absent: _____

v. **BE IT RESOLVED**, that The Board hereby approves and authorizes submission of the Fiscal Year 2022 proposed program plan and budget for;

1. ESSA (The Every Student Succeeds Act, a reauthorization of the Elementary and Secondary Education Act (ESEA) Title Grants Program application and the subsequent acceptance of funds for the following specified allocation amounts:.

- Title I A \$221,631.00
- Title II A \$39,613.00
- Title III (ELL) \$4,665.00
- Title IV A \$10,917.00

Total ESSA Grant: \$276, 826.00

2. IDEA (Individuals with Disabilities Education Act) application and the subsequent acceptance of funds for the following specified allocation amounts.

- IDEA Basic \$214,078.00
- IDEA Preschool \$3,221.00

Total IDEA Grant: \$217,299.00

3. American Rescue Plan Act of 2021- Elementary and Secondary Schools Program (ARP-ESSER) application and the subsequent acceptance of funds for the following specified allocation amounts:.

- ESSER: \$733,970.00

Moved by _____ , seconded by _____ to approve the motion.

Roll call:

Against: _____ Abstained: _____ Absent: _____

vi. **BE IT RESOLVED**, the CJCP Board of Trustees hereby approves the attached budget transfers from April 20, 2021 to June 16 2021 as presented in [Appendix I](#)

Moved by _____ , seconded by _____ to approve the motion.

Roll call:

Against: _____ Abstained: _____ Absent: _____

vii. **BE IT RESOLVED**, the CJCP Board of Trustees hereby approves the Safe Reopening Plan as presented in [Appendix J](#)

Moved by _____ , seconded by _____ to approve the motion.

Roll call:

Against: _____ Abstained: _____ Absent: _____

IX. Executive Session

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

Moved by _____ , seconded by _____ to approve the motion.

Roll call:

Against: _____ Abstained: _____ Absent: _____

- ii. **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.

FURTHER RESOLVED that the Board of Education will return to open session to conduct business at the conclusion of the executive session.

Moved by _____ , seconded by _____ to approve the motion.

Roll call:

Against: _____ Abstained: _____ Absent: _____

X. Reconvene Public Session and Adjournment

Motion by Mr. Anton , seconded by Mrs. Lewis to leave the executive session at _____ PM.

Roll call:

Against: _____ Abstained: _____ Absent: _____

XI. 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 the school year of 2021 - 2022 as detailed in the exhibit attached hereto and made a part of the minutes. [Appendix K](#)

Moved by _____ , seconded by _____ to approve the motion.

Roll call:

Against: _____ Abstained: _____ Absent: _____

- ii. **BE IT RESOLVED**, that the Board approves the updates on Dr. Namik Sercan's annual salary is \$164,800 effective 7/1/2021, and an additional \$31,900 merit bonus for the school year of 2021 - 2022 to be paid on the first payroll of July 2021.

Moved by _____ , seconded by _____ to approve the motion.

Roll call:

Against: _____ Abstained: _____ Absent: _____

XII. Adjournment

Motion by Mrs. Lewis , seconded by Dr. Tunagur to **adjourn meeting** at _____ PM.

Roll call:

Against: _____ Abstained: _____ Absent: _____