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CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL

BOARD OF TRUSTEES
MEETING
NOVEMBER 04, 2021

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS AND HOME NEWS
TRIBUNE ON JULY 27, 2021.

CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL

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BOARD OF TRUSTEES REGULAR MEETING

Date: November 04, 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 27, 2021.

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 6:35 PM. The Board reserves the right to act on any or all agenda items.

Roll Call by, Dr. Namik Sercan:

Trustee	Position	Term Expires	Attendance
Dr. Ferhan Tunagur	President	03/01/2023	Present
Mrs. Jackie Lewis	Vice President	07/01/2022	Present
Mr. Eric Van Bladel	Member	06/30/2024	Absent
Dr. Ozcan Uzun	Member	12/01/2023	Absent
Dr. Anton Antony Arockiasamy	Member	06/30/2022	Present

Also Present:

Member	Position	Attendance
Dr. Namik Sercan	Chief Education Officer	Present
Mr. John F. Kayalar	Board Secretary/ Business Administrator	Absent

II. Acceptance of Agenda

- i. **BE IT RESOLVED**, Central Jersey College Prep Charter School Board of Trustees approves November 4, 2021, Regular Board Meeting agenda,

Moved by Dr. Anton, seconded by Mrs. Lewis to approve the motion.

Roll call: **#211104.01 adopted**

Against: None Abstained: None Absent: O.U., E.V.

III. Board Matters

IV. Acceptance of Minutes and Reports

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

- ❖ [Reorganizational Meeting Minutes for October 7, 2021](#)
- ❖ [Bill list from 9/28/2021 to 10/31/2021](#)
- ❖ [Board Secretary Report - September 2021](#)

Moved by Mrs. Lewis, seconded by Dr. Anton to approve the motion.

Roll call: **#211104.02 adopted**

Against: None Abstained: None Absent: O.U., E.V.

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

Dr. Sercan presented the following topics:

- Community outreach
- Covid-19 updates
 - Regulations
 - Positive cases & quarantines

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 public comment.*

VII. Policy Adoptions

i. **BE IT RESOLVED**, that the Board approves the second reading and adoption of the following policy as detailed in the exhibits attached hereto and made a part of the minutes'

[Appendix A](#)

- Policy 2425 - Emergency Virtual or Remote Instruction Program
- Policy 1648.13 – School Employee Vaccination Requirement

Moved by Dr. Anton, seconded by Mrs. Lewis to approve the motion.

Roll call: **#211104.03 adopted**

Against: None Abstained: None Absent: O.U., E.V.

VIII. Designations, Discussion, and Action Items

- i. **BE IT RESOLVED**, that The Board hereby approves the Chapter 27 Remote or Virtual Emergency Plan for the 2021-2022 school year as detailed in [Appendix B](#) attached hereto and made a part of the minutes.

Moved by Mrs. Lewis, seconded by Dr. Anton to approve the motion.

Roll call: **#211104.04 adopted**

Against: None Abstained: None Absent: O.U., E.V.

- ii. **BE IT RESOLVED**, that The Board hereby approve the proposal from Spooky Brook Landscaping, Inc. for snow plowing, salting, and snow cleaning services for the school for the 2021-2022 school year. The proposal specifying the cost and scope of services is presented in [Appendix C](#) along with proposals from three other companies, Four Seasons Snow & Landscape Inc, Picture Perfect Landscaping Inc, and Yager Lawn Maintenance LLC.

Moved by Dr. Anton, seconded by Dr. Tunagur to approve the motion.

Roll call: **#211104.05 adopted**

Against: None Abstained: None Absent: O.U., E.V.

- iii. **BE IT RESOLVED**, that upon recommendation by CEO, the Board hereby approves to buy out the 200 (two-hundred) leased chrome books from Hewlett-Packard Financial Services Company in specified amounts of \$924.00 as detailed in [Appendix D](#) attached hereto and made a part of the minutes.

Moved by Dr. Anton, seconded by Dr. Tunagur to approve the motion.

Roll call: **#211104.06 adopted**

Against: None Abstained: None Absent: O.U., E.V.

- iv. **BE IT RESOLVED**, that the Board approves the expansion petition to be submitted to the Department of Education. The enrollment projection is presented in [Appendix E](#).

Moved by Mrs. Lewis, seconded by Dr. Anton to approve the motion.

Roll call: **#211104.07 adopted**

Against: None Abstained: None Absent: O.U., E.V.

IX. 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 F](#)

Moved by Dr. Anton, seconded by Mrs. Lewis to approve the motion.

Roll call: **#211104.08 adopted**

Against: None Abstained: None Absent: O.U., E.V.

ii. **BE IT RESOLVED**, that the Board, upon recommendation by the CEO, approves the additional stipends for the following employees for the PD's during the Summer Institute of the school year of 2021 - 2022.

- Ms. Courtney Dillion \$500
- Ms. Xiuying Zhao \$500
- Ms. Hannah Matthias \$500
- Ms. Corlynn Housman \$500

Moved by Mrs. Lewis, seconded by Dr. Anton to approve the motion.

Roll call: **#211104.09 adopted**

Against: None Abstained: None Absent: O.U., E.V.

iii. **BE IT RESOLVED**, that the Board approves additional payments to certain individuals who qualify based on their graduate degree and teaching assignment in fields as part of the Board-approved salary scale. Such teachers are listed in the exhibit attached hereto and made a part of the minutes. [Appendix G](#)

Moved by Dr. Anton , seconded by Mrs. Lewis to approve the motion.

Roll call: **#211104.10 adopted**

Against: None Abstained: None Absent: O.U., E.V.

X. **Executive Session**

i. Central Jersey College Prep Charter School is **called to order for an executive session** at 8:15 pm PM in accordance with the Sunshine Law, Chapter 321, P.L. 1975.

Moved by Ms. Lewis, seconded by Dr. Tunagur to approve the motion.

Roll call: **#211104.11 adopted**

Against: None Abstained: None Absent: O.U., E.V.

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 the 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 Trustees will return to the open session to conduct business at the conclusion of the executive session.

Moved by Dr. Anton , seconded by Dr. Tunagur to close the executive session and return to public session.

Roll call: **#211104.12 adopted**

Against: None Abstained: None Absent: O.U., E.V.

- iii. **BE IT RESOLVED** that the Board of Trustees approves the HIB report presented in the executive session.

Moved by Ms. Lewis, seconded by Dr. Tunagur to approve the motion.

Roll call: **#211104.13 adopted**

Against: None Abstained: None Absent: O.U., E.V.

XI. Adjournment

Motion by Mrs. Lewis, seconded by Dr. Anton to **adjourn the meeting** at 8:45 PM.

Roll call: **#211104.14 adopted**

Against: None Abstained: None Absent: O.U., E.V.