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CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL

BOARD OF TRUSTEES  
MEETING

APRIL 28, 2022

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

**CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL**

101 Mettlers Rd, Somerset, NJ 08873  
Tel: 732-649-3954 Fax: 732-302-9993  
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**BOARD OF TRUSTEES REGULAR MEETING**

**Date:** April 28, 2022, 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.

**MINUTES**

- I. The Regular Meeting of the Central Jersey College Prep Charter School is called to order at 6:45 PM. The Board reserves the right to act on any or all agenda items.

**Roll Call by, Dr. Namik Sercan:**

<b>Trustee</b>	<b>Position</b>	<b>Term Expires</b>	<b>Attendance</b>
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:**

<b>Member</b>	<b>Position</b>	<b>Attendance</b>
Dr. Namik Sercan	Chief Education Officer	Present
Mr. John F. Kayalar	Board Secretary/ Business Administrator	Present
Ms. Tasha Mosconi	Director of Curriculum Upper School	Present

**II. Acceptance of Agenda**

- i. **BE IT RESOLVED**, Central Jersey College Prep Charter School Board of Trustees approves April 28, 2022, Regular Board Meeting agenda,

Moved by Dr. Antony Arockiasamy , seconded by Mrs. Levis to approve the motion.

Roll call: **220428.01 adopted**

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

### III. Board Matters

### IV. Acceptance of Minutes and Reports

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

- ❖ [Board Meeting Minutes for March 24, 2022](#)
- ❖ [Board Meeting \(special called\) Minutes for April 4, 2022](#)
- ❖ [Bill list from 02/23/2022 to 04/26/2022](#)
- ❖ [Board Secretary Report - March 2022](#)

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

Roll call: **220428.02 adopted**

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

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

Dr. Sercan presented the following topics:

- PSAT/SAT/ACT performance and participation for the school year 2020-21 as reported by the New Jersey Department of Education.
- Cohort 2021 4-Year Graduation Cohort Profile regarding college enrollment
- Cohort 2021 5-Year Graduation Cohort Profile regarding college enrollment
- COVID statistics at the school

### 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 policies and regulations as detailed in the exhibits attached hereto and made a part of the minutes' [Appendix A](#)

- 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs
- 6115.02 Federal Awards/Funds Internal Controls – Mandatory Disclosures
- 6115.03 Federal Awards/Funds Internal Controls – Conflict of Interest

Moved by Dr. Antony Arockiasamy , seconded by Dr. Tunagur to approve the motion.

Roll call: **220428.03 adopted**

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

- ii. **BE IT RESOLVED**, that the Board approves the second reading and adoption of the updates on the CJCP's Standard Operation Procedure as presented in [Appendix B](#).

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

Roll call: **220428.04 adopted**

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

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

- i. **BE IT RESOLVED**, that The Board hereby approves the acceptance of **\$86,868.00** of Emergent and Capital Funds for the period of 2/1/2022 - 6/30/2024 [Appendix C](#)

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

Roll call: **220428.05 adopted**

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

- ii. **BE IT RESOLVED**, that The Board hereby approves the acceptance of **\$16,225.44** of E-Rate Funds for internet communication for the school year 2022-2023 [Appendix D](#)

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

Roll call: **220428.06 adopted**

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

- iii. **BE IT RESOLVED**, that The Board, upon recommendation of the Business Administrator, John Kayalar, hereby approves the renewal of the FSMC (Food Service Management Company) a year contract with Maschio's Food Services Inc. for the 2022-2023 school year with a \$27,625 flat fee. [Appendix E](#)

Moved by Dr. Antony Arockiasamy, seconded by Tunagur to approve the motion.

Roll call: **220428.07 adopted**

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

- iv. **BE IT RESOLVED**, that The Board hereby approves the Food Service Consolidation Agreement with Middlesex County STEM Charter School for the School Year 2022 - 2023. [Appendix F](#)

Moved by Dr. Antony Arockiasamy , seconded by Tunagur to approve the motion.

Roll call: **220428.08 adopted** carried with majority

Against: None Abstained: JL Absent: E.B., O.U.

- v. **BE IT RESOLVED**, that The Board hereby approves the NJDOE English Language Learner Three year plan. [Appendix G](#)

Moved by Dr. Antony Arockiasamy, seconded by Tunagur to approve the motion.

Roll call: **220428.09 adopted**

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

- vi. **BE IT RESOLVED**, that The Board hereby appoints Mr. John Kayalar to open a bid for school cleaning services for the school year 2022-2023 for Somerset Campus. [Appendix H](#)

Moved by Mrs. L , seconded by Dr. Antony Arockiasamy to approve the motion.

Roll call: **220428.10 adopted**

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

**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 I](#)

Moved by Dr. Antony Arockiasamy, seconded by Dr. Tunagur to approve the motion.

Roll call: **220428.11 adopted**

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

**X. Executive Session**

- i. Central Jersey College Prep Charter School is **called to order** by Mrs. Lewis and seconded by Dr. Antony Arockiasamy **for an executive session** at 7:49 PM in accordance with the Sunshine Law, Chapter 321, P.L. 1975.

**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. Tunagur, seconded by Mrs. Lewis to close the executive session and return to public session.

Roll call: **220428.12 adopted**

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

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

Moved by Mrs. L , seconded by Dr. Antony Arockiasamy to approve the motion.

Roll call: ***220428.13 adopted***

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

**BE IT RESOLVED** that the Board of Trustees approves the settlement agreement regarding the employee 025.

Moved by Dr. Antony Arockiasamy, seconded by Dr. Tunagur to approve the motion.

Roll call: ***220428.14 adopted***

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

**XI. Adjournment**

Motion by Tunagur, seconded by Mrs. Lewis to **adjourn the meeting** at 8:23 PM.

Roll call: ***220428.15 adopted***

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