



A
G
E
N
D
A

CENTRAL JERSEY COLLEGE PREP CHARTER
SCHOOL

BOARD OF TRUSTEES
BOARD MEETING
AUGUST 31, 2022

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS AND HOME NEWS
TRIBUNE ON AUGUST 9TH, 2022.

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: August 31, 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 **August 9th, 2022**.

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	Term Expires	Attendance
Dr. Ferhan Tunagur	President	03/01/2023	
Mrs. Jackie Lewis	Vice President	07/01/2025	
Eric Van Bladel	Member	06/30/2024	
Dr. Ozcan Uzun	Member	12/01/2023	
Dr. Anton Antony Arockiasamy	Member	06/30/2025	

Also Present:

Member	Position	Attendance
Dr. Namik Sercan	Chief Education Officer	
Mrs. Nikki Adams	Board Secretary/ Business Administrator	

II. Acceptance of Agenda

- i. **BE IT RESOLVED**, Central Jersey College Prep Charter School Board of Trustees approves the August 31st, 2022, Regular Board Meeting agenda,

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

Roll call:

Against: _____ Abstained: _____ Absent: _____

III. Board Matters

- i. Mandatory training
- ii. Board Meeting Schedule for the school year 2022-2023

BE IT RESOLVED, that the Board approves the following meeting dates. Unless otherwise decided, each meeting will be held at the school building 101 Mettlers Road Somerset, NJ 08807 starting at 6:30 pm. The _____ **Wednesday of each month.**

September _____ 2022 - Reorganization Meeting

October _____ 2022

December _____ 2022

January _____ 2023

February _____ 2023

March _____ 2023

April _____ 2023

June _____ 2023

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 June 30, 2022](#)

- ❖ [Bill list from 7/1/2022 to 8/19/2022](#)

- ❖ [Board Secretary Reports for July 2022](#)

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:

- NJDOE approval on enrollment adjustments
- School Opening
 - Student enrollment
 - Teacher recruitment

- Vacancies
 - Update on Covid regulation
 - Governor Murphy Signs Executive Order Lifting Routine COVID-19 Testing Requirements for School Districts, Child Care Settings, and State Contractors in [Executive order no. 302](#)
 - School districts, child care facilities are still required to report vaccination and testing data to the Department of Health as per [Executive Directive No. 21-011](#)

VI. Public Comments

The Board President or designee opens the public comment session on any topic. Each person is limited to speaking 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.

VII. Policy Adoptions

- i. BE IT RESOLVED*, that the Board approves the first reading of the following policies and code of conduct as detailed in the exhibits attached hereto and made a part of the minutes [Appendix A](#)

- Policy 5722 Student Journalism
- Policy 6113 E-Rate
- Policy 4216 Dress And Grooming
- Policy 0143.2 High School Student Representative to the Board of Trustees

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

Roll call:

Against: _____ Abstained: _____ Absent: _____

VIII. Designations, Discussion and Action Items

- i. Copy Lease Agreement*

BE IT RESOLVED, that The Board hereby approves the Copy Lease Agreement with RDC Company to provide the school with copy coverage of black & white prints at \$0.0065 and colored prints at \$0.065, with 900,000 free black & white prints. RDC will pay old Leaf Lease at no charge. [Appendix B](#)

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

Roll call:

Against: _____ Abstained: _____ Absent: _____

ii. **Guidance for Virtual or Remote Instruction Plan FY 2022-2023**

BE IT RESOLVED, that the board approves the charter's Guidance for Virtual or Remote Instruction Plan for 2022-2023, in accordance with Governor Murphy issued executive order that became P.L.2020,c.27 to provide continuity of instruction in the event of a public-health related district closure. [Appendix C](#)

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

Roll call:

Against: _____ Abstained: _____ Absent: _____

iii. **2022-2023 College Mentorship Program Stipends & Staff List**

BE IT RESOLVED, that The Board hereby approves the College Mentorship Program (CMP) stipends and staff list for school year 2022-2023. [Appendix D](#)

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

Roll call:

Against: _____ Abstained: _____ Absent: _____

iv. **E-rate Consulting & Process Management Service FY23**

BE IT RESOLVED, that the Board of Trustees approves the E-rate Consulting & Process Management Services NJSBA Procurement Number E-8801-aces-cps Addendum To Consulting Agreement for the amount of \$1000 annual filing fees for Category one services and \$1000 for Category two services for the school year 2022-2023. [Appendix E](#)

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

Roll call:

Against: _____ Abstained: _____ Absent: _____

v. **CJCP-New Brunswick Gym Rental Contract FY 2022-2023**

BE IT RESOLVED, that The Board hereby approves The YMCA at Piscataway Community Center Rental Contract for the 2022-2023 school at a rate of \$20,000.00. [Appendix F](#)

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

Roll call:

Against: _____ Abstained: _____ Absent: _____

vi. **Healthcare Staffing Agreement FY23**

BE IT RESOLVED, that the board approves the charter's Health Care Staffing Agreement between Central Jersey College Prep Charter School and Interim HealthCare, for the current school year 2022-2023 at a rate of \$61.00/hr for RN, and \$56.00/hr for LPN services. [Appendix G](#)

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

Roll call:

Against: _____ Abstained: _____ Absent: _____

vii. **Kitchen Equipment Purchase**

BE IT RESOLVED, that the board approves the purchase of the attached kitchen equipment based on the consolidated agreement [sponsoring SFA Requirement](#). Total cost of equipment purchases is \$70,473.56. [Appendix H](#)

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

Roll call:

Against: _____ Abstained: _____ Absent: _____

viii. **AP Alumni Payment**

BE IT RESOLVED, that the board approves the attached payment for AP alumnis who scored 3 and above in their AP exams. [Appendix I](#)

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

Roll call:

Against: _____ Abstained: _____ Absent: _____

IX. **Human Resources**

i. **New Hires**

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 2022 - 2023 as detailed in the exhibit attached hereto and made a part of the minutes. [Appendix J](#)

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

Roll call:

Against: _____ Abstained: _____ Absent: _____

ii. **Appointment of New Assistant Business Administrator**

BE IT RESOLVED, that the Board, upon recommendation of the CEO approves Ms. Fiona Daubon as an Assistant Business Administrator for the current school year 2022-2023, with a total salary of \$80,000.

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

Roll call:

Against: _____ Abstained: _____ Absent: _____

iii. **Appointment of Business Administrator**

BE IT RESOLVED, that the Board, Mrs. Nikki Adams as the Business Administrator for the current school year 2022-2023.

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

Roll call:

Against: _____ Abstained: _____ Absent: _____

X. **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: _____

XI. **Adjournment**

Motion by _____, seconded by _____ to **adjourn meeting** at _____ PM.

Roll call:

Against: _____ Abstained: _____ Absent: _____