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MIDDLESEX COUNTY STEM CHARTER SCHOOL

BOARD OF TRUSTEES MEETING

REGULAR MEETING

DECEMBER 03, 2019

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS AND HOME NEWS  
TRIBUNE ON SEPTEMBER 18, 2019.

**MIDDLESEX COUNTY STEM CHARTER SCHOOL**

**BOARD OF TRUSTEES MEETING**

**Date:** December 03, 2019, 6:30 PM

**Place:** 430 Market Street, Perth Amboy, NJ 08861

**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 September 18, 2019.

**Mission Statement:**

The mission of the Middlesex County STEM Charter School is to provide rigorous science, technology, engineering, and math curricula in a diverse and nurturing environment to spark students’ interest at early ages in STEM careers.

**AGENDA**

- I. The Regular Meeting of the Middlesex County STEM 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 Mr. Attanasio, seconded by Mr. Cascarano

Roll call: AIF **Motion#** 191203.1

Against: None Abstained: None Absent: None

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

<b>Trustee</b>	<b>Position</b>	<b>Term Expires</b>	<b>Attendance</b>
Mrs. Jackie Lewis	President	June 30, 2021	Present
Mr. John Cascarano	Member	June 30, 2020	Present
Mr. Anthony Attanasio	Member	June 30, 2020	Present
Vacant	Member		
Vacant	Member		

**Also Present:**

<b>Member</b>	<b>Position</b>	<b>Attendance</b>
Dr. Namik Sercan	Chief Education Officer	Present
Fatih Kayalar	Business Administrator/ Board Secretary	Present

## II. Acceptance of Agenda & Minutes

Moved to accept the agenda for the December 03, 2019, Regular Meeting,

Moved by Mrs. Lewis, seconded by Mr. Attanasio

Roll call: AIF **Motion#** 191203.2

Against: None Abstained: None Absent: None

**BE IT RESOLVED**, Middlesex County STEM Charter School Board of Trustees approves the following reports and documents.

- ❖ [Regular Meeting Minutes for October 29, 2019](#)
- ❖ [Bill list from October 29 to December 2, 2019](#)
- ❖ [Treasurer Reports from July to November 2019](#)
- ❖ [Board Secretary Report of October and November 2019](#)

Moved by Mr. Cascarano, seconded by Mrs. Lewis

Roll call: AIF **Motion#** 191203.3

Against: None Abstained: None Absent: None

## III. 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.

## IV. Chief Education Officer's Report

Dr. Sercan presented:

- Grant status update
- Gifted and talented education
- YMCA location teacher and student needs

## V. Policy Adoptions

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

- Policy and Regulation 1530: Equal Employment Opportunities
- Policy and Regulation 1550: Equal Employment/Anti-Discrimination Practices
- Policy 2610: Educational Program Evaluation

Moved by Mr. Cascarano, seconded by Mr. Attanasio to approve the motion.

Roll Call: **AIF Motion#** 191203.4

Against: None Abstained: None Absent: None

**VI. Designations, Discussions, and Action Items**

- i. **BE IT RESOLVED**, that the Board hereby approves the acceptance of Charter School Start-up Grant for the amount of \$1,200,000 and the terms of four years as detailed in the exhibit attached hereto and made a part of the minutes. [Appendix B](#)

Motion by Mrs. Lewis, seconded by Mr. Attanasio to approve the item.  
 Roll call: AIF **Motion#** 191203.5  
 Against: None Abstained: None Absent: None

- ii. **BE IT RESOLVED**, that the Board hereby approves the Start-Up Grant Budget as detailed in the exhibit attached hereto and made a part of the minutes. [Appendix C](#)

Motion by Mr. Attanasio, seconded by Mr. Cascarano to approve the item.  
 Roll call: AIF **Motion#** 191203.6  
 Against: None Abstained: None Absent: None

- iii. **BE IT RESOLVED**, that the Board approves the following ESEA Grants for the school year 2019-20.

**MCSCS FEDERAL FUNDS School Year 2019-2020**

- Title I A \$52,263
  - Title II A \$7,660
  - Title III (ELL) \$13,038 (Shared with CJCP, Consortium was formed with both schools) *Not included in ESEA total*
  - Title IV A \$10,000.00
- Total ESEA Grant: \$69,923**

Motion by Mr. Attanasio, seconded by Mr. Cascarano to approve the item.  
 Roll call: AIF **Motion#** 191203.7  
 Against: None Abstained: None Absent: None

- iv. **BE IT RESOLVED**, that the Board approves the following salary proportions for Title I staff for the school year 2019-20.

<b>Name</b>	<b>Position</b>	<b>Total Salary</b>	<b>% Federal Funding</b>	<b>Amount Federal Funding</b>	<b>% Local Funding</b>	<b>Amount Local Funding</b>
Kathryn Getty	Elementary Basic Skills Title I In-Class Support Teacher 9/4/2019-10/18/2019	\$30,000	58.07	\$17,421	41.93	\$12,579

Jeannie Smith	Elementary Basic Skills Title I In-Class Support Teacher	\$30,000	58.07	\$17,421	41.93	\$12,579
Karen Walsh	Elementary Basic Skills Title I In-Class Support Teacher 11/22/2019-	\$30,000	58.07	\$17,421	41.93	\$12,579

Motion by Mrs. Lewis, seconded by Mr. Cascarano to approve the item.

Roll call: AIF **Motion#** 191203.8

Against: None Abstained: None Absent: None

- v. **BE IT RESOLVED**, that The Board hereby approves and authorizes submission of the Fiscal Year 2019 proposed program plan and budget for IDEA (Individuals with Disabilities Education Act) application and the subsequent acceptance of funds for the following specified allocation amounts:

IDEA Basic-- \$16,210

IDEA Preschool-- \$234

**Total IDEA Grant: \$16,444**

The Board approves the following salary proportions for IDEA staff for the school year 2019-20.

Name	Position	Total Salary	% Federal Funding	Amount Federal Funding	% Local Funding	Amount Local Funding
Kaitlyn Wagner	SPED In-Class Support Teacher	\$30,000	33.33	\$10,000	66.66	\$20,000

Motion by Mr. Attanasio, seconded by Mr. Cascarano to approve the item.

Roll call: AIF **Motion#** 191203.9

Against: None Abstained: None Absent: None

- vi. **BE IT RESOLVED**, that the Board hereby approves the budget transfers from July 1, 2019 to November 30, 2019. [Appendix D](#)

Motion by Mrs. Lewis, seconded by Mr. Attanasio to approve the item.

Roll call: AIF **Motion#** 191203.10

Against: None Abstained: None Absent: None

- vii. **BE IT RESOLVED**, that the Board hereby approves the \$75,000 escrow bond from the Philadelphia Insurance Co. for the amount of \$750 as detailed in the exhibit attached hereto and made a part of the minutes. [Appendix E](#)

Motion by Mrs. Lewis, seconded by Mr. Cascarano to approve the item.

Roll call: AIF **Motion#** 191203.11

Against: None Abstained: None Absent: None

## **VII. 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 years of 2019-2020 as detailed in the exhibit attached hereto and made a part of the minutes. [Appendix F](#)

Moved by Mrs. Lewis, seconded by Mr. Cascarano to approve the motion.

Roll call: AIF **Motion#** 191203.12

Against: None Abstained: None Absent: None

## **VIII. Executive Session**

Middlesex County STEM Charter School is called to order for an executive session at 7:08 PM.

Moved by Mr. Attanasio, seconded by Mrs. Lewis 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.

Roll call: AIF **Motion#** 191203.13

Against: None Abstained: None Absent: None

## **IX. Adjournment**

Moved by Mrs. Lewis, seconded by Mr. Attanasio to adjourn the meeting at 7:09 p.m.

Roll call: AIF **Motion#** 191203.14

Against: None Abstained: None Absent: None