

M  
I  
N  
U  
T  
E  
S



MIDDLESEX COUNTY STEM CHARTER SCHOOL

BOARD OF TRUSTEES MEETING

REGULAR MEETING

REGULAR MEETING

MARCH 24, 2020

RESCHEDULED TO

MARCH 30, 2020

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS AND HOME NEWS  
TRIBUNE ON MARCH 24, 2020.

**MIDDLESEX COUNTY STEM CHARTER SCHOOL**

430 Market St, Perth Amboy NJ 08861

Tel: 848-242-1818

www.middlesexcharter.org

**BOARD OF TRUSTEES MEETING**

**Date:** March 30, 2020, 5:00 PM

**Place:** 430 Market Street, Perth Amboy, NJ 08861 (Public online meeting)

**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 March 24, 2020.

**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 5:02 PM. The Board reserves the right to act on any or all agenda items.

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

Roll call: **#200330.1** adopted unanimously

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 March 30, 2020, Regular Meeting,

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

Roll call: #200330.2 adopted unanimously

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 March 03, 2020](#)
- ❖ [Bill list from March 01, 2020, to March 27, 2020](#)
- ❖ [Treasury Report Report of February 2020](#)
- ❖ [Board Secretary Report of February 2020](#)

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

Roll call: #200330.3 adopted unanimously

Against: None Abstained: None Absent: None

## III. 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.

## IV. Chief Education Officer's Report

Dr. Sercan updated members of the Board of Trustees on the following topics:

- COVID-19 Distance Learning
  - All students in grades 1-3 have Chromebooks
  - All kinder have tablets
  - Only 2 parents that we are aware of do not have internet access
  - Communicated to those parents about Comcast's Free Service
  - Work is being prepared by teachers every 10 days
  - Website is always updated to reflect the student assignments
  - Teachers will continue to give feedback once the work is submitted
  - Teachers are in constant contact with the parents
  - School is open 8:00 am-2:00 pm to answer any questions parents may have
  - IT on-site daily from 8:00am-10:00am
- Lottery conducted 2/24
  - All parents of those accepted and waitlisted notified
  - Due to Gov order, the lottery was held virtually
  - Registration will be online

- Appointments will be made individually for paperwork that must be original or with parent signature
- Total number of applications: 262 applications
- Total enrollment for 20-21 - 258 students
- Current enrollment 19-20 - 183 students
- Staff Volunteering/Food Service
  - Partnered with Perth Amboy public school to provide meals to all students in Perth Amboy
  - Three 1st Gr teachers volunteered to distribute breakfast in PA
  - Dr. Sercan, Dina, and Jeanette will attend on Thursday 4/2
- Community outreach
  - Social media accounts are constantly updated
  - Parent communication in English and Spanish
  - Involving local and state officials of our community involvement

**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 3431.1: Family Leave
- Policy 8451: Control of Communicable Disease
- Policy 2412: Home Instruction Due to Health Condition
- Regulation 8451: Control of Communicable Disease
- Regulation 2412: Home Instruction Due to Health Condition
- NJ School Boards Policy 5141.2 Illness (Control of Contagious Diseases or Conditions)
- NJ School Boards Policy 6173 Home Instruction
- NJ School Boards Policy 5141 Health- Page 2 Section O

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

Roll call: **#200330.4** adopted unanimously

Against: None Abstained: None Absent: None

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

- i. ***BE IT RESOLVED***, that The Board hereby approves the attached projected budget for the Fiscal Year 2020-2021 school year. [Appendix B](#)

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

Roll call: **#200330.5** adopted unanimously

Against: None Abstained: None Absent: None

- ii. **BE IT RESOLVED**, that The Board hereby approves the attached updated pandemic plan of Middlesex County STEM Charter School. [Appendix C](#)  
Moved by Mr. Cascarano, seconded by Mr. Attanasio to approve the motion.  
Roll call: **#200330.6** adopted unanimously  
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 D](#)

Moved by Mr. Attanasio, seconded by Mr. Cascarano to approve the motion.  
Roll call: **#200330.7** adopted unanimously  
Against: None Abstained: None Absent: None

- ii. **BE IT RESOLVED**, that The Board hereby approves the extended paid leave to teach and non-teaching employees who are not performing job responsibilities during the Covid-19 pandemic.

Moved by Mrs. Lewis, seconded by Mr. Cascarano to approve the motion.  
Roll call: **#200330.8** adopted unanimously  
Against: None Abstained: None Absent: None

## VIII. **Executive Session**

Middlesex County STEM Charter School is called to order for an executive session at 7:20 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.

- HIB Report was presented.

Roll call: **#200330.9** adopted unanimously  
Against: None Abstained: None Absent: None

## IX. **Adjournment**

Moved by Mrs. Lewis, seconded by Mr. Cascarano to adjourn the meeting at 7:35 PM.

Roll call: **#200330.10** adopted unanimously  
Against: None Abstained: None Absent: None