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MIDDLESEX COUNTY STEM CHARTER SCHOOL

BOARD OF TRUSTEES MEETING

REORGANIZATION MEETING

REGULAR MEETING
OCTOBER 27, 2020

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS AND HOME NEWS
TRIBUNE ON JULY 10, 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: October 27, 2020, 6:30 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 July 10, 2020.

This meeting was held online on Zoom at the following link as published on the school’s website: <https://us02web.zoom.us/j/87198313902?pwd=ZjJKeHloUFptbEphSm0rY1FIT2V6QT09>

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.

MINUTES

I. Roll Call

The Regular Meeting of the Middlesex County STEM Charter School is called to order at 6:39 PM. The Board reserves the right to act on any or all agenda items.

Moved by Mr. Anton, seconded by Mr. Vitali to approve the motion.

| | | | | | |
|-------------------|---------------------|--------------------------|-----------------------|---------------------|---------------------------------|
| Roll Call: | Jackie Lewis | Anthony Attanasio | John Cascarano | David Vitali | Anton Antony Arockiasamy |
| Yes | X | | x | x | x |
| No | | | | | |
| Abstain | | | | | |
| Absent | | x | | | |

Roll Call by Dr. Namik Sercan:

| Trustee | Position | Term Expires | Attendance |
|--------------------------|-----------------|---------------------|-------------------|
| Mrs. Jackie Lewis | President | June 30, 2021 | Present |
| Mr. Anthony Attanasio | Vice President | June 30, 2023 | Excused |
| Mr. John Cascarano | Member | June 30, 2023 | Present |
| David Vitali | Member | June 30, 2021 | Present |
| Anton Antony Arockiasamy | Member | June 30, 2021 | Present |

Also Present:

| Member | Position | Attendance |
|------------------|---|------------|
| 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 October 27, 2020, Board Meeting,

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

Roll call: **#201027.01** adopted unanimously

| Roll Call: | Jackie Lewis | Anthony Attanasio | John Cascarano | David Vitali | Anton Antony Arockiasamy |
|------------|--------------|-------------------|----------------|--------------|--------------------------|
| Yes | x | | x | x | x |
| No | | | | | |
| Abstain | | | | | |
| Absent | | x | | | |

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

- ❖ [Regular Meeting Minutes for September 29, 2020](#)
- ❖ [Bill list from September 26, 2020 to October 26, 2020](#)
- ❖ [Treasurer Reports of September 2020](#)
- ❖ [Board Secretary Report of September 2020](#)
- ❖ [Budget Transfers from July 2020 to September 2020](#)

Moved by Mr. Vitali, seconded by Mr. Anton to approve the motion.

Roll call: **#201027.02** adopted unanimously

| Roll Call: | Jackie Lewis | Anthony Attanasio | John Cascarano | David Vitali | Anton Antony Arockiasamy |
|------------|--------------|-------------------|----------------|--------------|--------------------------|
| Yes | x | | x | x | x |
| No | | | | | |
| Abstain | | | | | |
| Absent | | x | | | |

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 presented the following topics:

- Back to Curriculum Night
- Parent/Teacher Conferences
- Vaccination requirements

V. Board Matters

- Board members training.
 - Mr. Antony Arockiasamy and Mr. Vitali needed to complete Ethical Disclosure which was sent by NJDOE School Ethics Commission (schoolethics@doe.nj.gov).

VI. Policy Adoptions

- BE IT RESOLVED*, that the Board approves second reading and adoption of the following policies and regulations as detailed in the exhibits attached hereto and made a part of the minutes
 - Policy 1649: Federal Families First Coronavirus (Covid-19) Response Act (M) [Appendix A](#)

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

Roll call: **#201027.03** adopted unanimously

| Roll Call: | Jackie Lewis | Anthony Attanasio | John Cascarano | David Vitali | Anton Antony Arockiasamy |
|------------|--------------|-------------------|----------------|--------------|--------------------------|
| Yes | x | | x | x | x |
| No | | | | | |
| Abstain | | | | | |
| Absent | | x | | | |

VII. Designations, Discussion and Action Items

- BE IT RESOLVED*, that The Board hereby approves to receive \$19,198 Coronavirus Relief Fund Grant. [Appendix B](#)

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

Roll call: **#201027.04** adopted unanimously

| Roll Call: | Jackie Lewis | Anthony Attanasio | John Cascarano | David Vitali | Anton Antony Arockiasamy |
|------------|--------------|-------------------|----------------|--------------|--------------------------|
| Yes | x | | x | x | x |
| No | | | | | |
| Abstain | | | | | |
| Absent | | x | | | |

- ii. **BE IT RESOLVED**, that the Board hereby approves the lease agreement in the attached [Appendix C](#), between MCSCS and GOOD SHEPHERD PARISH for the address of 613 Carlock Ave., Perth Amboy, New Jersey.

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

Roll call: **#201027.05** adopted unanimously

| Roll Call: | Jackie Lewis | Anthony Attanasio | John Cascarano | David Vitali | Anton Antony Arockiasamy |
|------------|--------------|-------------------|----------------|--------------|--------------------------|
| Yes | x | | x | x | x |
| No | | | | | |
| Abstain | | | | | |
| Absent | | x | | | |

- iii. **BE IT RESOLVED**, that the Board hereby approves the Use and Occupancy Agreement between MCSCS and GOOD SHEPHERD PARISH in the attached [Appendix D](#).

Moved by Mr. Anton, seconded by Mr. Vitali to approve the motion.

Roll call: **#201027.06** adopted unanimously

| Roll Call: | Jackie Lewis | Anthony Attanasio | John Cascarano | David Vitali | Anton Antony Arockiasamy |
|------------|--------------|-------------------|----------------|--------------|--------------------------|
| Yes | x | | x | x | x |
| No | | | | | |
| Abstain | | | | | |
| Absent | | x | | | |

- iv. **BE IT RESOLVED**, that the Board hereby approves the adjustment in the employee portion of the health insurance premium in a way that is equal to the employee portion on the State Educator Health Benefit Program (SHEBP). This only applies to the employees who would have had an employee portion in a lesser amount if the employee switched to the SEHBP.

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

Roll call: **#201027.07** adopted unanimously

| Roll Call: | Jackie Lewis | Anthony Attanasio | John Cascarano | David Vitali | Anton Antony Arockiasamy |
|------------|--------------|-------------------|----------------|--------------|--------------------------|
| Yes | x | | x | x | x |
| No | | | | | |
| Abstain | | | | | |
| Absent | | x | | | |

- v. **BE IT RESOLVED**, that the Board hereby approves the increase for the dental allowance in the HRA Plan to \$1,000 for singles and \$2,000 for families per plan year, September 1st through August 31st. The total allowance in the HRA Plan remains the same
- Moved by Mr. Anton, seconded by Mr. Cascarano to approve the motion.

Roll call: **#201027.08** adopted unanimously

| Roll Call: | Jackie Lewis | Anthony Attanasio | John Cascarano | David Vitali | Anton Antony Arockiasamy |
|------------|--------------|-------------------|----------------|--------------|--------------------------|
| Yes | x | | x | x | x |
| No | | | | | |
| Abstain | | | | | |
| Absent | | x | | | |

- vi. **BE IT RESOLVED**, the Board hereby approves the updated assessment calendar for the school year 2020-2021. [Appendix E](#).

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

Roll call: **#201027.09** adopted unanimously

| Roll Call: | Jackie Lewis | Anthony Attanasio | John Cascarano | David Vitali | Anton Antony Arockiasamy |
|------------|--------------|-------------------|----------------|--------------|--------------------------|
| Yes | x | | x | x | x |
| No | | | | | |
| Abstain | | | | | |
| Absent | | x | | | |

- vii. **BE IT RESOLVED**, that the Board, upon recommendation by the CEO, approves the one time payment for full time employees that worked during the 2019-2020 School Year and returned for the school year 2020-2021, in the amount of 2% of their 2020-2021 contractual salaries with a minimum payment of \$600. [Appendix F](#).

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

Roll call: **#201027.10** adopted unanimously

| Roll Call: | Jackie Lewis | Anthony Attanasio | John Cascarano | David Vitali | Anton Antony Arockiasamy |
|------------|--------------|-------------------|----------------|--------------|--------------------------|
| Yes | x | | x | x | x |
| No | | | | | |
| Abstain | | | | | |
| Absent | | x | | | |

VIII. Human Resources

IX. Executive Session

Middlesex County STEM Charter School is **called to order for an executive session** at 7:17 PM;

Moved by Mrs. Lewis , seconded by Mr. Cascarano

Roll call: **#201027.11** adopted unanimously

| Roll Call: | Jackie Lewis | Anthony Attanasio | John Cascarano | David Vitali | Anton Antony Arockiasamy |
|------------|--------------|-------------------|----------------|--------------|--------------------------|
| Yes | x | | x | x | x |
| No | | | | | |
| Abstain | | | | | |
| Absent | | x | | | |

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 presented to the board.

X. Reconvene Public Session

Moved by Mr. Anton, seconded by Mr. Cascarano to leave the executive session at 7:37 p.m.

Roll call: #201027.12 adopted unanimously

| Roll Call: | Jackie Lewis | Anthony Attanasio | John Cascarano | David Vitali | Anton Antony Arockiasamy |
|------------|--------------|-------------------|----------------|--------------|--------------------------|
| Yes | x | | x | x | x |
| No | | | | | |
| Abstain | | | | | |
| Absent | | x | | | |

XI. Adjournment

Moved by Mr. Vitali , seconded by Mr. Anton to adjourn meeting at 7:37 PM.

Roll call: #201027.13 adopted unanimously

| Roll Call: | Jackie Lewis | Anthony Attanasio | John Cascarano | David Vitali | Anton Antony Arockiasamy |
|------------|--------------|-------------------|----------------|--------------|--------------------------|
| Yes | x | | x | x | x |
| No | | | | | |
| Abstain | | | | | |
| Absent | | x | | | |