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MIDDLESEX COUNTY STEM CHARTER SCHOOL

BOARD OF TRUSTEES MEETING

REGULAR MEETING

JUNE 29, 2021

RESCHEDULED TO JUNE 22, 2021

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS AND HOME NEWS  
TRIBUNE ON JUNE 11, 2021.

**MIDDLESEX COUNTY STEM CHARTER SCHOOL**

430 Market St, Perth Amboy NJ 08861

Tel: 848-242-1818

www.middlesexcharter.org

**BOARD OF TRUSTEES MEETING**

**Date:** June 22, 2021, 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 June 11, 2021.

This meeting will be held online on Zoom at the following link as published on the school’s website:

<https://us02web.zoom.us/j/83553662054?pwd=OXNubkIrR1VMWHF1MjFNVVC9Xa1JXUT09>

**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. Roll Call**

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

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

**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	
Mr. Anthony Attanasio	Vice President	June 30, 2023	
Mr. John Cascarano	Member	June 30, 2023	
Mr. David Vitali	Member	June 30, 2021	
Mr. Anton Antony Arockiasamy	Member	June 30, 2021	

**Also Present:**

<b>Member</b>	<b>Position</b>	<b>Attendance</b>
Dr. Namik Sercan	Chief Education Officer	
Fatih Kayalar	Business Administrator/ Board Secretary	
Suzan Dincer	Director of Curriculum	

**II. Acceptance of Agenda & Minutes**

- i. Moved to accept the agenda for the June 22, 2021, Board Meeting,

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

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

- ❖ [Regular Meeting Minutes for May 25, 2021](#)
- ❖ [Bill list from May 22 to June 20, 2021](#)
- ❖ [Treasurer Reports of May 2021](#)
- ❖ [Board Secretary Report of May 2021](#)

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

**III. Board Matters**

- i. Board self-evaluation [Appendix A](#)
- ii. Annual CEO evaluation by the Board of Trustees [Appendix B](#)
- iii. *BE IT RESOLVED*, that The Board hereby approves the Board membership renewal for Mrs. Jackie Lewis for another three-year term

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- iv. *BE IT RESOLVED*, that The Board hereby approves the Board membership renewal for Mr. David Vitali for another three-year term

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- v. Board Meeting schedule for the school year 2021-22  
**BE IT RESOLVED**, that the Board approves the following meeting dates. Unless otherwise decided, each meeting will be held at the school building 613 Carlock Ave, Perth Amboy NJ 08861 starting at 6:30 pm. The *fourth Tuesday of each month*.

July 27, 2021

August 24, 2021

September 21, 2021 -Reorganization Meeting

October 26, 2021

December 14, 2021

January 25, 2022

February 22, 2022

March 29, 2022

April 26, 2022

May 24, 2022

June 28, 2022

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

#### **IV. 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.

#### **V. Chief Education Officer's Report**

Dr. Sercan presented the following topics:

- Graduation Ceremony: June 24, 9:30 am
- Summer school
  - In-person: 124 students
  - Online: App 30 students
  - 13 Teachers & support staff
- Updates on state regulations regarding Covid-19
  - Status of statewide emergency
  - Graduation and other events
  - Face covering in public schools including charters
  - Social distancing in public schools including charters
  - School board meetings
- Highlights from the Safe Reopening Plan
  - Universal & correct wearing of mask
  - Physical distancing
  - Handwashing

- Cleaning and sanitizing the facility & ventilation
- Diagnostic and screening testing
- Vaccinations
- Accommodations for SPED students

**VI. Policy Adoptions**

- i. **BE IT RESOLVED**, that the Board approves the first reading of the following policy and code of conduct as detailed in the exhibits attached hereto and made a part of the minutes [Appendix C](#):
- Policy 5135 - Postnatal Accommodation for Staff

Moved by \_\_\_\_\_ , seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- ii. **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 D](#):

- Policy 8561- Procurement Procedures for School Nutrition Programs
- Code of conduct for procurement

Moved by \_\_\_\_\_ , seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

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

- i. **BE IT RESOLVED**, that the Board of Trustees approves the contract with the Johnston Law Firm LLC, for the amount of \$275.00 per hour for principals and counsel, \$245.00 per hour for associates, and \$115.00 per hour for paralegal time. [Appendix E](#)

Moved by \_\_\_\_\_ , seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- ii. **BE IT RESOLVED**, that The Board hereby approves the contract with Christopher Lessard , for the amount of \$400.00 per month for monthly Treasurer’s Report and bank accounts reconciling and \$100 per hour for state compliance, reparation and maintenance of budget and Annual Audit as needed for the 2021-2022 fiscal year..

[Appendix F](#)

Moved by \_\_\_\_\_ , seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- iii. **BE IT RESOLVED**, that the Board of Trustees approves the contract with the R. Pressler Associates , for the amount of \$200.00 per hour for Charter School Expansion Support Program. RPA's Charter School Expansion Support Program is a program of facilitation, writing, editing, data collection, and submission designed to help a charter school develop, complete, and submit an amendment for expansion of a charter school for the term of June 1, 2021 to December 31, 2021. [Appendix G](#)

Moved by \_\_\_\_\_ , seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- iv. **BE IT RESOLVED**, that The Board hereby approves video production service agreement and contract with FJL Production LLC. in specified amounts of \$19,500. See attached proposals in. [Appendix H](#)

- *FJL Production, LLC.* \$19,500
- *MultiVision Digital* \$23,878
- *True Film Production* \$27,150
- *Studio 6S* \$25,000
- *Shade Studios* \$25,000

Moved by \_\_\_\_\_ , seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- v. **BE IT RESOLVED**, the CJCP Board of Trustees hereby approves the attached budget transfers from Jan 25, 2021 to June 21 2021 as presented in [Appendix I](#)

Moved by \_\_\_\_\_ , seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- vi. **BE IT RESOLVED**, that The Board hereby approves and authorizes submission of the Fiscal Year 2022 proposed program plan and budget for;

1. ESSA (The Every Student Succeeds Act, a reauthorization of the Elementary and Secondary Education Act (ESEA) Title Grants Program application and the subsequent acceptance of funds for the following specified allocation amounts:

- Title I A \$131,289.00
- Title II A \$16,920.00
- Title III (ELL) \$6,817.00
- Title IV A \$10,000.00

**Total ESSA Grant: \$165,026.00**

2. IDEA (Individuals with Disabilities Education Act) application and the subsequent acceptance of funds for the following specified allocation amounts.

- IDEA Basic \$55,392.00
- IDEA Preschool \$725.00

**Total IDEA Grant: \$56,147.00**

3. American Rescue Plan Act of 2021- Elementary and Secondary Schools Program (ARP-ESSER) application and the subsequent acceptance of funds for the following specified allocation amounts:.

- **ESSER: \$410,414.00**

Moved by \_\_\_\_\_ , seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- vii. **BE IT RESOLVED**, the MCSCS Board of Trustees hereby approves the Safe Reopening Plan as presented in [Appendix J](#)

Moved by \_\_\_\_\_ , seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

- viii. **BE IT RESOLVED**, the Board of Trustees The Board hereby approves the designation of Mr. Richard Barre at the firm of Barre & Company,LLC. As the auditor for the Fiscal Year 2020-2021.

Moved by \_\_\_\_\_ , seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

## **VIII. 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 K](#)

Moved by \_\_\_\_\_ , seconded by \_\_\_\_\_ to approve the motion.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_

## **IX. Executive Session**

- i. Middlesex County STEM 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 Middlesex County STEM 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 at 7:17 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: \_\_\_\_\_

## **X. Adjournment**

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to leave the executive session and adjourn the meeting at \_\_\_\_\_ PM.

Roll call:

Against: \_\_\_\_\_ Abstained: \_\_\_\_\_ Absent: \_\_\_\_\_