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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 was held online on Zoom at the following link as published on the school’s website: <https://us02web.zoom.us/j/83553662054?pwd=OXNubkIrR1VMWHF1MjFNV9Xa1JXUT09>

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 6:46 PM. The Board reserves the right to act on any or all agenda items.

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

Resolution#**210622.01** adopted unanimously

Against: None Abstained: None Absent: None

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	Present
Mr. John Cascarano	Member	June 30, 2023	Present
Mr. David Vitali	Member	June 30, 2021	Present
Mr. 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
Suzan Dincer	Director of Curriculum	Present

II. Acceptance of Agenda & Minutes

- i. Moved to accept the agenda for the June 22, 2021, Board Meeting, Moved by Mrs. Lewis , seconded by Mr. Cascarano to approve the motion. Resolution#**210622.02** adopted unanimously
Against: None Abstained: None Absent: None
- 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 Mrs. Lewis , seconded by Mr. Attanasio to approve the motion.
Resolution#**210622.03** adopted unanimously
Against: None Abstained: None Absent: None

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 Mr. Vitali , seconded by Mr. Anton to approve the motion.
Resolution#**210622.04** adopted unanimously
Against: None Abstained: J.L. Absent: None

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

Moved by Mr. Attanasio , seconded by Mrs. Lewis to approve the motion.
Resolution#**210622.05** adopted unanimously
Against: None Abstained: D.V. Absent: None

- 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 Mr. Cascarano , seconded by Mrs. Lewis to approve the motion.
Resolution#**210622.06** adopted unanimously
Against: None Abstained: None Absent: None

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.

- No public presence.

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

Resolution#**210622.07** adopted unanimously

Against: None Abstained: None Absent: None

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

Resolution#**210622.08** adopted unanimously

Against: None Abstained: None Absent: None

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

Resolution#**210622.09** adopted unanimously

Against: None Abstained: None Absent: None

- 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 Mr. Cascarano , seconded by Mr. Vitali to approve the motion.

Resolution#**210622.10** adopted unanimously

Against: None Abstained: None Absent: None

- 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 Mr. Cascarano , seconded by Mrs. Lewis to approve the motion.
Resolution#**210622.11** adopted unanimously
Against: None Abstained: None Absent: None

- 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 Mr. Anton , seconded by Mr. Vitali to approve the motion.
Resolution#**210622.12** adopted unanimously
Against: None Abstained: None Absent: None

- 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 Mrs. Lewis , seconded by Mr. Cascarano to approve the motion.
Resolution#**210622.13** adopted unanimously
Against: None Abstained: None Absent: None

- 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 Mr. Attanasio , seconded by Mrs. Lewis to approve the motion.
Resolution#**210622.14** adopted unanimously
Against: None Abstained: None Absent: None

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

Moved by Mr. Anton , seconded by Mrs. Lewis to approve the motion.
Resolution#**210622.15** adopted unanimously
Against: None Abstained: None Absent: None

- 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 Mrs. Lewis, seconded by Mr. Anton to approve the motion.
Resolution#**210622.16** adopted unanimously
Against: None Abstained: None Absent: None

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 Mr. Anton , seconded by Mrs. Lewis to approve the motion.
Resolution#**210622.17** adopted unanimously
Against: None Abstained: None Absent: None

IX. Executive Session

- i. Middlesex County STEM Charter School is **called to order for an executive session** at 7:31 PM in accordance with the Sunshine Law, Chapter 321, P.L. 1975.

Moved by Mr. Vitali , seconded by Mrs. Lewis to approve the motion.
Resolution#**210622.18** adopted unanimously
Against: None Abstained: None Absent: None

- 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.

- Current litigation situation discussed.

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

Resolution#**210622.19** adopted unanimously

Against: None Abstained: None Absent: None

X. Adjournment

Moved by Mr. Cascarano , seconded by Mr. Vitali **to leave the executive session and adjourn the meeting** at 7:32 PM.

Resolution#**210622.20** adopted unanimously

Against: None Abstained: None Absent: None