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MIDDLESEX COUNTY STEM CHARTER SCHOOL

BOARD OF TRUSTEES  
SPECIAL CALLED MEETING

NOVEMBER 09, 2021

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS AND HOME NEWS  
TRIBUNE ON NOVEMBER 02, 2021.

**MIDDLESEX COUNTY STEM CHARTER SCHOOL**

613 Carlock, Perth Amboy NJ 08861

Tel: 848-242-1818

www.middlesexcharter.org

**BOARD OF TRUSTEES MEETING**

**Date:** November 09, 2021, 6:30 PM

**Place:** 613 Carlock Avenue, 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 November 02, 2021.

**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, 2024	
Mr. Anthony Attanasio	Vice President	June 30, 2023	
Mr. John Cascarano	Member	June 30, 2023	
Mr. David Vitali	Member	June 30, 2024	
Mrs. Nancy Roache	Member	June 30, 2022	

**Also Present:**

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

## II. Acceptance of Agenda & Minutes

- i. Moved to accept the agenda for November 09, 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 October 12, 2021](#)
- ❖ [Bill list from September 19, to October 31, 2021](#)
- ❖ Board Secretary Report of [September 2021](#) and [October 2021](#)

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

Roll call:

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

## III. Board Matters

- i.
- ii.

## 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 comment

## V. Chief Education Officer's Report

- Renewal meeting summary
- Building update

## VI. Policy Adoptions

- i. *BE IT RESOLVED*, that the Board approves the second reading and adoption of the following policy as detailed in the exhibits attached hereto and made a part of the minutes' [Appendix A](#) and [Appendix B](#)
  - Policy 2425 - Emergency Virtual or Remote Instruction Program
  - Policy 1648.13 – School Employee Vaccination Requirement

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 hereby approves the discontinuing use of 430 Market Street , Perth Amboy 08861 and the use of 613 Carlock Avenue , Perth Amboy 08861 as the school's official site along with Kindergarten being held at YMCA 357 New Brunswick Avenue, Perth Amboy 08861.

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

Roll call:

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

- ii. **BE IT RESOLVED**, that the Board hereby approves the Chapter 27 Remote or Virtual Emergency Plan for the 2021-2022 school year as detailed in the [Appendix C](#) attached hereto and made a part of the minutes.

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

Roll call:

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

- iii. **BE IT RESOLVED**, that The Board hereby approve the proposal from MLT Landscaping LLC. for snow plowing, salting, and snow cleaning services for the school for 2021-2022 school year. The proposal specifying the cost and scope of services is presented in [Appendix D](#) along with proposals from three other companies.

Company Name	Cost Based on Inches			Notes
	0 - 3"	3 - 6"	6 - 9"	
MLT Landscaping LLC	\$650.00	\$750.00	\$900.00	
Four Seasons Snow & Landscape Inc.	\$725.00	\$955.00	\$1,198.00	
MMM Home Improvements LLC	N/A	N/A	N/A	Contacted, but did not submit a quote
Spooky Brook Landscaping, Inc.	N/A	N/A	N/A	Contacted, but did not submit a quote
Picture Perfect Landscaping & Snowplowing	N/A	N/A	N/A	Contacted, but did not submit a quote
Yager Lawn Maintenance LLC	N/A	N/A	N/A	Contacted, but did not submit a quote
Prime Design Landscapes, LLC	N/A	N/A	N/A	Contacted, but did not submit a quote
Snow and Ice Management Company	N/A	N/A	N/A	Contacted, but did not submit a quote
Camerato Contracting	N/A	N/A	N/A	Contacted, but did not submit a

				quote
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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 E](#)

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

Roll call:

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

- ii. **BE IT RESOLVED**, that the Board, upon recommendation by the CEO, approves the additional \$500 stipend for Ms. Katie De Cataldo for PD’s during the Summer Institute of the school year of 2021 - 2022.

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

Roll call:

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

**IX. Executive Session**

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: \_\_\_\_\_

**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 the 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.

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

Roll call:

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

**FURTHER RESOLVED** that the Board of Trustees will return to open session to conduct business at the conclusion of the executive session at \_\_\_\_\_ in accordance with the Sunshine Law, Chapter 321, P.L. 1975 and adjourn the meeting.

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: \_\_\_\_\_