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MIDDLESEX COUNTY STEM CHARTER SCHOOL

BOARD OF TRUSTEES

MAY 3, 2022

RESCHEDULED FROM APRIL 26, 2022

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS AND HOME NEWS
TRIBUNE ON APRIL 28, 2022.

MIDDLESEX COUNTY STEM CHARTER SCHOOL

613 Carlock, Perth Amboy NJ 08861

Tel: 848-242-1818

www.middlesexcharter.org

BOARD OF TRUSTEES MEETING

Date: May 3, 2022, 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 April 28, 2022.

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 6:44 PM. The Board reserves the right to act on any or all agenda items.

Moved by AA, seconded by NR to approve the motion.

Roll call: ***220503.01 adopted***

Against: None Abstained: None Absent: None

Roll Call by Dr. Namik Sercan:

Trustee	Position	Term Expires	Attendance
Mrs. Jackie Lewis	President	June 30, 2024	Present
Mr. Anthony Attanasio	Vice President	June 30, 2023	Present
Mr. John Cascarano	Member	June 30, 2023	Present
Mr. David Vitali	Member	June 30, 2024	Present
Mrs. Nancy Roache	Member	June 30, 2022	Present

Also Present:

Member	Position	Attendance
Dr. Namik Sercan	Chief Education Officer	Present
Mr. John Kayalar	Business Administrator/Board Secretary	Absent
Mr. John Tozan	Operations Director	Present

II. Acceptance of Agenda & Minutes

- i. Moved to accept the agenda for May 3, 2022 (rescheduled from April 26, 2022), Board Meeting,

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

Roll call: **220503.02 adopted**

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 March 29, 2022](#)
- ❖ [Bill list from March 26 to April 22, 2022](#)
- ❖ [Board Secretary Report of March 2021](#)

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

Roll call: **220503.03 adopted**

Against: None Abstained: None Absent: None

III. Board Matters

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

- Enrollment update
- Building update
- Teacher and support staff recruitment
- Covid cases

VI. Policy Adoptions

- i. **BE IT RESOLVED**, that the Board approves the second reading and adoption of the following policies and regulations as detailed in the exhibits attached hereto and made a part of the minutes' [Appendix A](#)
 - 1540 Policy - Administrator's Code of Ethics
 - 3211 Policy - Code of Ethics - Teaching Staff Members
 - 4215 Policy - Code of Ethics - Support Staff

- 3214 Policy - Conflict of Interest - Teaching Staff
- 4214 Policy - Conflict of Interest - Support Staff
- 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs
- 6115.02 Federal Awards/Funds Internal Controls – Mandatory Disclosures
- 6115.03 Federal Awards/Funds Internal Controls – Conflict of Interest
- 2361 Policy - Acceptable Use Of Computer Networks-Computers And Resources
- 2361 Regulation - Acceptable Use Of Computer Networks-Computers And Resources

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

Roll call: **220503.04 adopted**

Against: None Abstained: None Absent: None

VII. Designations, Discussion, and Action Items

- i. **BE IT RESOLVED**, that The Board hereby approves the acceptance of **\$14,832.00** of Emergent and Capital Funds and tydings period is 2/1/2022 - 6/30/2024 [Appendix C](#)

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

Roll call: **220503.05 adopted**

Against: None Abstained: None Absent: None

- ii. **BE IT RESOLVED**, that The Board hereby approves the acceptance of **\$13,900.80** of E-Rate Funds for internet communication for the school year 2022-2023 [Appendix D](#)

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

Roll call: **220503.06 adopted**

Against: None Abstained: None Absent: None

- iii. **BE IT RESOLVED**, that the Board authorizes Dr. Namik Sercan to execute a lease agreement with Advanced Schools, Inc based on the term sheet presented in [Appendix E](#). This additional building will help address the school's enrollment growth as approved by the New Jersey Department of Education.

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

Roll call: **220503.07 adopted**

Against: None Abstained: None Absent: None

- iv. **BE IT RESOLVED**, that The Board hereby approves the charter amendment application to add a satellite location located at 584 Hazel Ave. Perth Amboy, NJ 08861. [Appendix F](#)

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

Roll call: **220503.08 adopted**

Against: None Abstained: None Absent: None

- v. **BE IT RESOLVED**, that The Board hereby approves the Food Service Consolidation Agreement with Central Jersey College Prep Charter School for the School Year 2022 - 2023. [Appendix G](#)

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

Roll call: **220503.09 adopted**

Against: None Abstained: Mrs. Lewis Absent: None

- vi. **BE IT RESOLVED**, that The Board hereby approves the NJDOE English Language Learner Three year plan. [Appendix H](#)

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

Roll call: **220503.10 adopted**

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 I](#)

Moved by Mrs. Lewis, seconded by Mrs. Roache to approve the motion.

Roll call: **220503.11 adopted**

Against: None Abstained: None Absent: None

IX. Executive Session

Middlesex County STEM Charter School is **called to order for an executive session** at 7:39 pm. in accordance with the Sunshine Law, Chapter 321, P.L. 1975.

Moved by Mrs. Lewis, seconded by Mr. Attanasio to start the executive session.

Roll call: **220503.12 adopted**

Against: None Abstained: None Absent: None

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 executive session minutes will not be disclosed until the need for confidentiality no longer exists.

FURTHER RESOLVED that the Board of Trustees will return to open session to conduct business at the conclusion of the executive session at **7:59 pm** in accordance with the Sunshine Law, Chapter 321, P.L. 1975 and adjourn the meeting.

Moved by Mrs. Lewis , seconded by Mrs. Roache to approve the motion.

Roll call: **220503.13 adopted**

Against: None Abstained: None Absent: None

FURTHER RESOLVED that the Board of Trustees approves the HIB report presented in the executive session.

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

Roll call: **220503.14 adopted**

Against: None Abstained: None Absent: None

X. Adjournment

Moved by Mr. Attanasio, seconded by Mr. Cascarano **to adjourn the meeting** at 8:02 PM.

Roll call: **220503.15 adopted**

Against: None Abstained: None Absent: None