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MIDDLESEX COUNTY STEM CHARTER SCHOOL, INC.

BOARD OF TRUSTEES MEETING

MAY 29, 2018

MIDDLESEX COUNTY STEM CHARTER SCHOOL, INC.

BOARD OF TRUSTEES MEETING

Date : May 29, 2018, 7:00 PM
Place : 430 Market Street, Perth Amboy, NJ 08861

AGENDA

- I. The Regular Meeting of the Middlesex County STEM Charter School, Inc. is called to order at 7:16 PM. The Board reserves the right to act on any or all agenda items.

Moved by Mr. Attansio, seconded by Mr. Cascarano
Roll call: Motion #180529.1 adopted unanimously. (In favor: J.L, J.C, A.A)
Against: None Abstained: None.

Roll Call by Mrs. Jackie Lewis:

Trustee	Position	Term Expires	Attendance
Mrs. Jackie Lewis	Member		Present
Mr. John Cascarano	Member		Present
Dr. Ozcan Uzun	Member		Absent
Mr. Anthony Attansio	Member		Present

Also Present:

Member	Position	Attendance
Dr. Namik Sercan	Ex officio member	Present
Mr. Atilla Sabahoglu	Ex officio member	Excused

II. Acceptance of Agenda & Minutes

Moved to accept the agenda,

BE IT RESOLVED, Middlesex County STEM Charter School Board of Trustees approves the minutes for the Board of Trustees meeting for November 27, 2017 and Founding Team Meeting Minutes for November 27, 2017.

Moved by Mr. Cascarano, seconded by Mr. Lewis
Roll call: Motion #180529.2 adopted unanimously. (In favor: J.L, J.C, A.A)
Against: None Abstained: None.

III. Dr. Namik Sercan's Report

- Following building certificates are obtained:
 - Certificate of Code Compliance
 - Fire Inspection
 - Health/Sanitary
- Enrollment: 99 students enrolled.
- The nonprofit corporation with the state was filed.
- Employer Identification Number was obtained.
- A checking account with the Unity Bank was opened.

b. Designations and Action Items

- i. ***BE IT RESOLVED***, that the Board approves the Bylaws for Middlesex County STEM Charter School, Inc. as presented.

Moved by Mr. Cascarano, seconded by Mr. Attansio

Roll call: Motion #180828.3 adopted unanimously. (In favor: J.L, J.C, A.A)

Against: None Abstained: None.

- ii. ***BE IT RESOLVED***, that the Board approves the assignment of the following staff members for the school year 2018-19 with the understanding that Middlesex County STEM Charter School, Inc. receives its final approval from New Jersey Department of Education to start its operation as a charter school:

1. Dr. Namik Sercan, School Lead, Title IX Coordinator, & Affirmative Action Officer
2. Mr. Atilla Sabahoglu, School Business Administrator
3. Mrs. Nicole Inya-Agha, Special Education Coordinator
4. Jeanette Meyer, 504 Coordinator
5. Wawa Bukong, School Nurse

Moved by Mrs. Lewis, seconded by Mr. Attansio

Roll call: Motion #180828.4 adopted unanimously. (In favor: J.L, J.C, A.A)

Against: None Abstained: None.

- iii. ***BE IT RESOLVED***, that the Board approves the terms for the Trustees as follows starting July 1, 2018:

1. Ms. Jackie Lewis: July 1, 2018 – June 30, 2021
2. Mr. John Cascarano: July 1, 2018 – June 30, 2020
3. Dr. Ozcan Uzun: July 1, 2018 – June 30, 2019
4. Mr. Anthony Attansio: July 1, 2018 – June 30, 2020

Moved by Mr. Cascarano, seconded by Mrs. Lewis
Roll call: Motion #180828.5 adopted unanimously. (In favor: J.L, J.C, A.A)
Against: None Abstained: None.

iv. **BE IT RESOLVED**, that the Board approves the following committees:

1. Governance Committee
 - i. Ms. Jackie Lewis
 - ii. Mr. John Cascarano
2. Academic Excellence Committee
 - i. Ms. Jackie Lewis
 - ii. Dr. Namik Sercan
 - iii. Ms. Jeanette Meyer
 - iv. Ms. Suzan Dincer, ES Director at CJCP
 - v. Ms. Tasha Mosconi, Assistant Principal at CJCP
3. Budget and Finance Committee
 - i. Mr. Anthony Attansio
 - ii. Mr. John Cascarano
 - iii. Mr. Atilla Sabahoglu
 - iv. Mr. Fatih Kayalar, Assistant SBA at CJCP

Moved by Mr. Attansio, seconded by Mr. Cascarano to approve the motion.
Roll call: Motion #180828.6 adopted unanimously. (In favor: J.L, J.C, A.A)
Against: None Abstained: None.

v. **BE IT RESOLVED**, that the Board approves the Standard Operation Procedure as presented.

Moved by Mr. Attansio, seconded by Ms. Lewis to approve the motion.
Roll call: Motion #180828.7 adopted unanimously. (In favor: J.L, J.C, A.A)
Against: None Abstained: None.

vi. **BE IT RESOLVED** that the Board of Trustees hereby appoints the law firm of Riker Danzig Scherer Hyland & Perretti LLP to serve as legal counsel for Middlesex County STEM Charter School, and the Lead Person shall be and hereby is authorized to execute a contract for such services on behalf of the Board of Trustees.

Moved by Mr. Cascarano, seconded by Mr. Attansio to approve the motion.
Roll call: Motion #180828.7 adopted unanimously. (In favor: J.L, J.C, A.A)
Against: None Abstained: None.

vii. **BE IT RESOLVED**, that the Board approves the Academic Calendar for 2018-19 School Year as presented.

Moved by Mr. Cascarano, seconded by Mr. Attansio to approve the motion.
Roll call: Motion #180828.8 adopted unanimously. (In favor: J.L, J.C, A.A)
Against: None Abstained: None.

- viii. **BE IT RESOLVED**, that the Board approves the Student Handbook for 2018-19 School Year as presented.

Moved by Ms. Lewis, seconded by Mr. Attansio to approve the motion.
Roll call: Motion #180828.9 adopted unanimously. (In favor: J.L, J.C, A.A)
Against: None Abstained: None.

- ix. **BE IT RESOLVED**, that the Board approves the Staff Handbook for 2018-19 School Year as presented.

Moved by Mr. Cascarano, seconded by Ms. Lewis to approve the motion.
Roll call: Motion #180828.10 adopted unanimously. (In favor: J.L, J.C, A.A)
Against: None Abstained: None.

- x. **BE IT RESOLVED**, that the Board approves the Charlotte Danielson Framework for teacher evaluation and the New Jersey School Board Association's Chief School Administrator Rubric for the evaluation of the School Lead.

Moved by Mr. Attansio, seconded by Mr. Cascarano to approve the motion.
Roll call: Motion #180828.11 adopted unanimously. (In favor: J.L, J.C, A.A)
Against: None Abstained: None.

- xi. **BE IT RESOLVED**, that the Board approves the building lease agreement between Middlesex County STEM Charter School, Inc. and MH Sunbeam, LLC as presented. This lease agreement was previously approved by the majority of the Board before executed.

Moved by Mr. Cascarano, seconded by Mrs. Lewis to approve the motion.
Roll call: Motion #180828.12 adopted unanimously. (In favor: J.L, J.C, A.A)
Against: None Abstained: None.

- xii. **BE IT RESOLVED**, that the Board approves the Amendment I and Amendment II to the Building Lease Agreement between Middlesex County STEM Charter School, Inc. and MH Sunbeam, LLC as presented. This lease agreement was previously approved by the majority of the Board before executed.

Moved by Mr. Cascarano, seconded by Mr. Attansio to approve the motion.
Roll call: Motion #180828.13 adopted unanimously. (In favor: J.L, J.C, A.A)
Against: None Abstained: None.

- xiii. **BE IT RESOLVED**, that, on May 29, 2018 the governing body of the Middlesex County STEM Charter School, County of Middlesex County, State of New Jersey duly considered

participation in a Cooperative Pricing System for the provision and performance of goods and services.

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

Roll call: Motion #180828.14 adopted unanimously. (In favor: J.L, J.C, A.A)

Against: None Abstained: None.

c. Adjournment

Moved by Mr. Attansio, seconded by Ms. Lewis to adjourn the meeting at 8:48 p.m.

Roll call: Motion #180828.15 adopted unanimously. (In favor: J.L, J.C, A.A)

Against: None Abstained: None.

Attachments

- ❖ Founding Team Meeting Minutes – November 27, 2017
- ❖ Board of Trustees Meeting Minutes – November 27, 2017
- ❖ Bylaws of Middlesex County STEM Charter School, Inc.
- ❖ Middlesex County STEM Charter School Standard Operation Procedure
- ❖ Building Lease Agreement
- ❖ Amendments to the Building Lease Agreement
- ❖ MCSCS Student Handbook
- ❖ MCSCS Staff Handbook
- ❖ Agreement Proposal with Riker Danzig Scherer Hyland & Perretti LLP
- ❖ MCSCS Academic Calendar for 2018-19
- ❖ Teacher Evaluation Rubric
- ❖ School Lead Evaluation Rubric