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**MIDDLESEX COUNTY STEM CHARTER SCHOOL
BOARD OF TRUSTEES MEETING**

AUGUST 28, 2018

MIDDLESEX COUNTY STEM CHARTER SCHOOL

BOARD OF TRUSTEES MEETING MINUTES

Date: August 28, 2018, 6:30 PM

Place: 430 Market Street, 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 since August 24, 2018.

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. The Regular Meeting of the Middlesex County STEM Charter School is called to order at 6:37 pm. The Board reserves the right to act on any or all agenda items.

Moved by Mr. Attansio, seconded by Mrs. Lewis Roll call: Unanimous
Roll call: Motion #180828.1 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	President	June 30, 2021	Present
Mr. John Cascarano	Member	June 30, 2020	Present
Mr. Anthony Attansio	Member	June 30, 2020	Present
Dr. Ozcan Uzun	Member	June 30, 2019	Absent
Vacant	Member		

Also Present:

Member	Position	Attendance
Dr. Namik Sercan	Chief Education Officer	Present

II. Acceptance of Agenda & Minutes

Moved to accept the agenda,

Moved by Mrs. Lewis, seconded by Mr. Lewis Roll call: Cascarano
Roll call: Motion #180828.2 adopted unanimously. (In favor: J.L, J.C, A.A)
Against: None Abstained: None.

RESOLVED, Middlesex County STEM Charter School Board of Trustees approves the minutes for the Board of Trustees meeting on May 29, 2018.

Moved by Mrs. Lewis, seconded by Mr. Cascarano
Roll call: Motion #180828.3 adopted unanimously. (In favor: J.L, J.C, A.A)
Against: None Abstained: None.

III. Public Comments

No public comment.

IV. Chief Education Officer's Report

Dr. Sercan presented the following topics;

1. Final charter approval
2. Enrollment: 107 students enrolled (57 Kindergarten, 25 First Grade, and 25 Second Grade).
3. Transportation services
4. Staff recruitment
5. Donations

V. Policy Adoptions

- i. **RESOLVED**, that the Board approves the first reading of the following policies as detailed in the exhibits attached hereto and made a part of the minutes:

6. Policy 1240: Evaluation of the School Lead
7. Policy 1510: Americans with Disabilities Act
8. Policy 1570: Internal Controls
9. Policy 2418: Section 504 of the Rehabilitation Act of 1973 – Students
10. Policy 2460: Special Education
 - Policy 2460.1: Special Education – Location, Identification, and Referral
 - Policy 2460.8: Special Education – Free and Appropriate Public Education
 - Policy 2460.15: Special Education – In-Service Training Needs for Professional and Paraprofessional Staff
 - Policy 2460.16: Special Education – Instructional Material to Blind or Print-Disabled Pupils
11. Policy 3221: Evaluation of Teachers
12. Policy 5600: Student Discipline/Code of Conduct
13. Policy 5512: Harassment, Intimidation, and Bullying

Moved by Mr. Attansio, seconded by Mrs. Lewis to approve designations and resolution listed in item # **Vi**.

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

Against: None Abstained: None.

VI. Designations, Discussions, and Action Items

- i. **RESOLVED**, that the Board approves the following meeting dates. Unless otherwise decided, each meeting will be held at the school building, starting at 6:30 pm.

September 18, 2018

November 20, 2018

January 22, 2019

March 19, 2019

May 21, 2019

June 18, 2019

Moved by Mr. Cascarano, seconded by Mr. Attansio to approve designations and resolution listed in item # **Vii**.

Roll call: Motion #180828.5 adopted unanimously. (In favor: J.L, J.C, A.A)

Against: None Abstained: None.

- ii. **RESOLVED** that the Board approves the Charter Agreement with the New Jersey Department of Education, which will expire on June 30, 2022. The contract is attached to the agenda as **Appendix 9**.

Moved by Mr. Attansio, seconded by Mr. Cascarano to approve the resolution listed in item # **Viii**.

Roll call: Motion #180828.6 adopted unanimously. (In favor: J.L, J.C, A.A)

Against: None Abstained: None.

- iii. WHEREAS, Middlesex County STEM Charter School offers physical education classes to all its students in all grades; and

WHEREAS, Middlesex County STEM Charter School's facility does not offer an adequate space for full scale physical education classes, and

WHEREAS, Middlesex County STEM Charter School desires to rent the Raritan Bay Area YMCA's facility for its physical education classes; and

WHEREAS, the Raritan Bay Area YMCA has an appropriate and adequate space and interested in renting it out to Middlesex County STEM Charter School; and

WHEREAS, the Raritan Bay Area YMCA is also interested in providing transportation from and to the Middlesex County STEM Charter School facility; and

THEREFORE, RESOLVED, that, the Board approves the agreement between Middlesex County STEM Charter School and Raritan Bay Area YMCA for renting the Raritan Bay Area YMCA facility for physical education classes in the amount of \$9,000.00 and using the transportation services in the amount of \$100/day throughout the school year 2018-19.

Moved by Mr. Attansio, seconded by Mr. Cascarano to approve the resolution listed in item # **VIiii**.

Roll call: Motion #180828.7 adopted unanimously. (In favor: J.L, J.C, A.A)

Against: None Abstained: None.

- iv. WHEREAS, Therapy Source, Inc. provides schools and school districts in New Jersey with Child Study Team (special education) and speech therapy services; and

WHEREAS, Middlesex County STEM Charter School is required by law to offer special education and speech therapy services to its qualified students,

THEREFORE, RESOLVED, that, the Board approves the agreement between the Middlesex County STEM Charter School and Therapy Source, Inc for special education services classes.

Moved by Mr. Cascarano, seconded by Mrs. Lewis to approve designations and resolution listed in item # **VIiv**.

Roll call: Motion #180828.8 adopted unanimously. (In favor: J.L, J.C, A.A)

Against: None Abstained: None.

- v. ***RESOLVED***, that the Board authorizes the Chief Education Officer apply and execute a short-term loan agreement for up to \$100,000.00.

Explanation: Middlesex County STEM Charter School will start to receive payment from Perth Amboy Public Schools district in September. Therefore, the school needs financial resources to defray start-up costs, including but not limited to building rent, curricular materials, classroom and office furniture, technology equipment, and salaries.

Moved by Mr. Attansio, seconded by Mrs. Lewis to approve designations and resolution listed in item # **VIv**.

Roll call: Motion #180828.9 adopted unanimously. (In favor: J.L, J.C, A.A)

Against: None Abstained: None.

- vi. WHEREAS, Central Jersey College Prep Charter School runs a full-scale food services program through a contract with Maschios Food Services, Inc.; and

WHEREAS, Central Jersey College Prep Charter School and Middlesex County STEM Charter School participate in the United States Department of Agriculture School Nutrition Programs that are administered by the New Jersey Department of Agriculture, Division of Food and Nutrition; and

WHEREAS, Middlesex County STEM Charter School desires to purchase meals for its school food service program from Central Jersey College Prep Charter School; and

WHEREAS, Central Jersey College Prep Charter School has an adequate meal preparation facility and is willing to provide meals to Middlesex County STEM Charter School;

THEREFORE, BE IT RESOLVED that Middlesex County STEM Charter School enters into a School Food Authority to School Food Authority agreement with Central Jersey College Prep Charter School for the 2018-19 school year for the purposes of supplying food services through Central Jersey College Prep Charter School's contract with Maschios Food Services, Inc.

Moved by Mr. Cascarano, seconded by Mr. Attansio to approve designations and resolution listed in item # **VIvi**.

Roll call: Motion #180828.10 adopted unanimously. (In favor: J.C, A.A)

Against: None Abstained: J.L.).

- vii. WHEREAS, Middlesex County STEM Charter School runs its food program through a School Food Authority to School Food Authority agreement with Central Jersey College Prep Charter School for the 2018-19 school year; and

WHEREAS, the food will be prepared at the Central Jersey College Prep Charter School's facility located in Somerset, NJ; and

WHEREAS, Middlesex County STEM Charter School's is required to pick up the food from Central Jersey College Prep Charter School's facility on a daily basis according to the School Food Authority to School Food Authority agreement; and

THEREFORE, RESOLVED, that the Board authorizes the Chief Education Officer to execute a car lease agreement in accordance with the provisions of N.J.A.C. 6A:23A-6.11 and 6A:23A-6.12. if Maschio's Food Services Inc. does not provide food delivery services from Central Jersey College Prep to Middlesex County STEM Charter School.

Moved by Mr. Cascarano, seconded by Mr. Attansio to approve designations and resolution listed in item # **VIvii**.

Roll call: Motion #180828.11 adopted unanimously. (In favor: J.L, J.C, A.A)

Against: None Abstained: None.

VII. Human Resources

- i. ***RESOLVED***, that the Board appoints Mr. Fatih Kayalar as the school business administrator.

Moved by Mr. Attansio, seconded by Mrs. Lewis to approve designations and resolution listed in item # **VII**.

Roll call: Motion #180828.12 adopted unanimously. (In favor: J.L, J.C, A.A)

Against: None Abstained: None.

- ii. **RESOLVED**, that the Board approves the staff roster as detailed in the exhibits attached hereto and made a part of the minutes:

Moved by Mr. Attansio, seconded by Mr. Cascarano to approve designations and resolution listed in item # **VIIIi**.

Roll call: Motion #180828.13 adopted unanimously. (In favor: J.L, J.C, A.A)

Against: None Abstained: None.

VIII. Executive Session

Middlesex County STEM Charter School is called to order for an executive session at 7:20 pm.

- No item to be discussed in the executive session.

Moved by Mr. Attansio, seconded by Mr. Cascarano to adjourn the Executive Session in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss topics 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).

Please Note: The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist; however, it is not presently known when such circumstances will exist.

IX. Adjournment

Moved by Mr. Cascarano, seconded by Mr. Attansio to adjourn the meeting at 7:21 p.m.

Roll call: Motion #180328.14 adopted unanimously. ((In favor: J.L, J.C, A.A)

Against: None Abstained: None.

Appendices

1. Policy 1240: Evaluation of the School Lead
2. Policy 1510: Americans with Disabilities Act
3. Policy 1570: Internal Controls
4. Policy 2418: Section 504 of the Rehabilitation Act of 1973 – Students
5. Policy 2460: Special Education
 - Policy 2460.1: Special Education – Location, Identification, and Referral
 - Policy 2460.8: Special Education – Free and Appropriate Public Education
 - Policy 2460.15: Special Education – In-Service Training Needs for Professional and Paraprofessional Staff
 - Policy 2460.16: Special Education – Instructional Material to Blind or Print-Disabled Pupils
6. Policy 3221: Evaluation of Teachers
7. Policy 5600: Student Discipline/Code of Conduct
8. Policy 5512: Harassment, Intimidation, and Bullying

- 9.** Charter Contract with the New Jersey Department of Education
- 10.** Contract with the Raritan Bay Area YMCA
- 11.** SFA to SFA Agreement with Central Jersey College Prep Charter School
- 12.** Agreement with Therapy Source, Inc.
- 13.** Staff Roster and Salaries