

M I N U T E S



MIDDLESEX COUNTY STEM CHARTER SCHOOL

BOARD OF TRUSTEES

JULY 12, 2022

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS AND HOME NEWS
TRIBUNE ON JUNE 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: July 12, 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 June 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 6:35 PM. The Board reserves the right to act on any or all agenda items.

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

Roll call: Against: None Abstained: None Absent: None

Resolution 220712.01 is adopted unanimously.

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	Absent
Mr. John Cascarano	Member	June 30, 2023	Present
Mr. David Vitali	Member	June 30, 2024	Present

Also Present:

Member	Position	Attendance
Dr. Namik Sercan	Chief Education Officer	Present

II. Acceptance of Agenda & Minutes

- i. Moved to accept the agenda for July 12, 2022, Board Meeting,

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

Roll call: Against: None Abstained: None Absent: None

Resolution 220712.02 is adopted unanimously.

- ii. ***BE IT RESOLVED***, Middlesex County STEM Charter School Board of Trustees approves the following reports and documents.

- ❖ [Regular Meeting Minutes for May 03, 2022](#)
- ❖ [Bill list from May 23, 2022 to July 8, 2022](#)
- ❖ [Board Secretary Report of May 2022](#)

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

Roll call: Against: None Abstained: None Absent: None

Resolution 220712.03 is adopted unanimously.

III. Board Matters

- i. Election of a new parent board member.

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

Dr. Sercan presented the following topics:

- Summer school - Over 130 students expected.
- Student enrollment update
- Staff recruitment update
- New instructional strategies
 - Teacher coaching program
 - Intervention strategies

VI. Policy Adoptions

None

VII. Designations, Discussion, and Action Items

Federal Grants FY23

- i. **BE IT RESOLVED**, that The Board hereby approves and authorizes the submission of the Fiscal Year 2023 proposed program plan and budget for;
 - Individuals with Disabilities Education Act (IDEA) Part B (Section 611), & Individuals with Disabilities Education Act (IDEA) Preschool (Section 619) Grants Program application, and the subsequent acceptance of funds for the following specified allocation amounts:
 - IDEA Part B: \$70, 259.00
 - IDEA Preschool: \$1,292.00
- Total IDEA Grants: \$71,551.00**

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

Roll call: Against: None Abstained: None Absent: None

Resolution 220712.04 is adopted unanimously.

ESCNJ FY23 Proposal

- ii. **BE IT RESOLVED**, that the Board of Trustees approves the Educational Services Commission of New Jersey (ESCNJ) FY23 proposal for child study team services for Middlesex County STEM Charter School for **\$37, 625.00**. *Appendix C*

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

Roll call: Against: None Abstained: None Absent: None

Resolution 220712.05 is adopted unanimously.

Facility Rental Agreement FY23

- iii. **BE IT RESOLVED**, that the Board approves the Facility Use Agreement for the use of the Raritan Bay Area YMCA facility for the school year 2022-2023 for **\$14,162.50 per month** for a total of 10 monthly payments totaling **\$141,625.00**. *Appendix D*

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

Roll call: Against: None Abstained: None Absent: None

Resolution 220712.06 is adopted unanimously.

Copy Lease Agreement

- iv. **BE IT RESOLVED**, that The Board hereby approves the Copy Lease Agreement with RDC Company to provide Middlesex County STEM Charter School with copy coverage of black & white prints at **\$0.0065** and colored prints at **\$0.065**, with **200,000** free black & white prints. RDC will pay old Leaf Lease at no charge. *Appendix E*

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

Roll call: Against: None Abstained: None Absent: None

Resolution 220712.07 is adopted unanimously.

Appointment of New Business Administrator

- v. ***BE IT RESOLVED***, that The Board of Trustees appoint Mrs. Nikki Adams as a Business Administrator contingent on her license approval for an annual salary of **\$25,000** for the school year 2022-23.

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

Roll call: Against: None Abstained: None Absent: None

Resolution 220712.08 is adopted unanimously.

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 2022 - 2023 as detailed in the exhibit attached hereto and made a part of the minutes. ***Appendix F and Appendix G***

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

Roll call: Against: None Abstained: None Absent: None

Resolution 220712.09 is adopted unanimously.

IX. Executive Session

Executive session did not occur in this meeting.

X. Adjournment

Moved by Mr. David Vitali, seconded by Mrs. Jackie Lewis **to adjourn the meeting** at 8:12 PM.

Roll call: Against: None Abstained: None Absent: None

Resolution 220712.10 is adopted unanimously.