

M I N U T E S



MIDDLESEX COUNTY STEM CHARTER SCHOOL

BOARD OF TRUSTEES

AUGUST 30, 2022

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS AND HOME NEWS
TRIBUNE ON AUGUST 5, 2022.

MIDDLESEX COUNTY STEM CHARTER SCHOOL

613 Carlock, Perth Amboy NJ 08861

Tel: 848-242-1818

www.middlesexcharter.org

BOARD OF TRUSTEES MEETING

Date: August 30th, 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 August 5th, 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 **6:33 PM**. The Board reserves the right to act on any or all agenda items.

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

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

Resolution 220830.1 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	Present
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
Mrs. Nikki Adams	School Business Administrator	Present
Mr. John Tozan	Director of Operation	Present

II. Acceptance of Agenda & Minutes

- i. Moved to accept the agenda for August 30, 2022, Board Meeting by Mr. John Cascarano, seconded by Mrs. Jackie Lewis to approve the motion.

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

Resolution 220830.02 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 July 12, 2022](#)
- ❖ [Bill list from July 11, 2022 to August 23, 2022](#)
- ❖ [Board Secretary Report July 2022](#)

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

Roll call: Against: None Abstained: Mr. Anthony Attanasio Absent: None

Resolution 220830.3 is adopted by majority.

III. Board Matters

- i. Election of a new parent board member
- ii. Board Meeting Schedule for the school year 2022-2023

BE IT RESOLVED, that the Board approves the following meeting dates. Unless otherwise decided, each meeting will be held at the school building 613 Carlock Ave, Perth Amboy NJ 08861 starting at 6:30 pm.

July 12, 2022

August 30, 2022

September 27, 2022

October 25, 2022

November 29, 2022

January 24, 2023

February 21, 2023

March 28, 2023

May 2, 2023

June 20, 2023

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

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

220830.4 is adopted unanimously.

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:

- School Opening
 - Student enrollment
 - Teacher recruitment
 - Vacancies
- Update on Covid regulation
 - Governor Murphy Signs Executive Order Lifting Routine COVID-19 Testing Requirements for School Districts, Child Care Settings, and State Contractors in [Executive order no. 302](#)
 - School districts, child care facilities are still required to report vaccination and testing data to the Department of Health as per [Executive Directive No. 21-011](#)

VI. Policy Adoptions

- i. ***BE IT RESOLVED***, that the Board approves the **first reading** and adoption of the following policies and code of conduct as detailed in the exhibits attached hereto and made a part of the minutes [Appendix A](#)

- **Policy 5722 Student Journalism**
- **Policy 6113 E-Rate**
- **Policy 4216 Dress And Grooming**

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

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

Resolution 220830.5 is adopted unanimously.

VII. Designations, Discussion, and Action Items

i. Guidance for Virtual or Remote Instruction Plan FY 2022-2023

BE IT RESOLVED, that the board approves the charter's Guidance for Virtual or Remote Instruction Plan for 2022-2023 , in accordance with Governor Murphy issued

executive order that became P.L.2020,c.27 to provide continuity of instruction in the event of a public-health related district closure. [Appendix B](#)

Moved by Mr. John Cascarano, seconded by Mr. Anthony Attanasio to approve the motion.

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

Resolution 220830.6 is adopted unanimously.

ii.E-rate Consulting & Process Management Service FY23

BE IT RESOLVED, that the Board of Trustees approves the E-rate Consulting & Process Management Services NJSBA Procurement Number E-8801-aces-cps Addendum To Consulting Agreement for the amount of \$1000 annual filing fees for Category one services and \$1000 for Category two services for the school year 2022-2023. [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 220830.7 is adopted unanimously.

iii.Healthcare Staffing Agreement FY23

BE IT RESOLVED, that the board approves the charter's Healthcare Staffing Agreement between Central Jersey College Prep Charter School and Interim HealthCare, for the current school year 2022-2023 at a rate of \$61.00/hr for RN, and \$56.00/hr for LPN services. [Appendix D](#)

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

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

Resolution 2022830.8 is adopted unanimously.

iv.Employee Cost- Sharing Agreement

BE IT RESOLVED, that the Board hereby approves the attached Cost-Sharing agreement between Central Jersey College Prep Charter School and Middlesex County STEM Charter School effective as of July 01, 2022. [Appendix E](#)

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

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

Resolution 220830.9 is adopted unanimously.

v.Medical Bedside Instruction FY 2022-2023

BE IT RESOLVED, that the Board hereby approves the attached Medical Bedside Instruction cost with the Rutgers University Behavioral Health Care's Child and

Adolescent Inpatient Services (CAIS) at a rate of \$70/hr.for the current school year 2022-2023. [Appendix F](#)

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

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

Resolution 220830.10 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 G](#)

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

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

Resolution 220830.11 is adopted unanimously.

IX. Executive Session

i. Middlesex County STEM Charter School is **called to order by 7:55PM for an executive session** in accordance with the Sunshine Law, Chapter 321, P.L. 1975.

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

Roll call: ***220830.12 adopted unanimously***

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.

ii.FURTHER RESOLVED that the Board of Trustees will return to open session to conduct business at the conclusion of the executive session at **8:30 PM** in accordance with the Sunshine Law, Chapter 321, P.L. 1975 and adjourn the meeting.

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

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

Resolution 220830.13 is adopted unanimously.

- iii. BE IT RESOLVED,*** that the Board approves Dr. Namik Sercan's annual salary as \$92,000 effective July 1, 2022, and an additional \$20,000 net bonus for the school year 2022-2023 to be paid in Septemeber 2022.

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

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

Resolution 220830.14 is adopted unanimously.

X. Adjournment

Moved by Mr. John Cascarano, seconded by Mrs. Jackie Lewis **to adjourn the meeting at 8:30 PM.**

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

Resolution 220830.15 is adopted unanimously.