

M I N U T E S



MIDDLESEX COUNTY STEM CHARTER SCHOOL

BOARD OF TRUSTEES

NOVEMBER 29, 2022

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS AND HOME NEWS
TRIBUNE ON SEPTEMBER 21, 2022.

MIDDLESEX COUNTY STEM CHARTER SCHOOL

613 Carlock, Perth Amboy NJ 08861

Tel: 848-242-1818

www.middlesexcharter.org

BOARD OF TRUSTEES MEETING

Date: November 29, 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 September 27th, 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 **6:45pm**. The Board reserves the right to act on any or all agenda items.

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

Roll call: Against: None Abstained: None Absent: Mr. John Cascarano

Resolution 221129.1 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	Absent
Mr. David Vitali	Member	June 30, 2024	Present

Also Present:

Member	Position	Attendance
Dr. Namik Sercan	Chief Education Officer	Present
Ms. Fiona Daubon	Business Administrator/Board Secretary	Present
Ms. Suzan Dincer	Director of Curriculum	Present
Mr. John Tozan	Operations Director	Present
Ms. Jasmyne Mitchell	Student Support Services Director	Present

II. Acceptance of Agenda & Minutes

- i. Moved to accept the agenda for November 29, 2022, Board Meeting,

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

Roll call: Against: None Abstained: None Absent: Mr. John Cascarano

Resolution 221129.2 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 October 25, 2022](#)
- ❖ [Bills list for November 2022](#)
- ❖ [Board Secretary Report October 2022](#)
- ❖ [Board Secretary Report November 2022](#)

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

Roll call: Against: None Abstained: None Absent: Mr. John Cascarano

Resolution 221129.2 is adopted unanimously

III. Board Matters

- i. Election of a New Parent Board Member: Dr. Sercan will present at least 2 candidates at the next Board meeting on January 24, 2022. The Board will interview the candidates, deliberate and make a decision on the final candidate for approval.

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 and Ms. Suzan Dincer presented the following:

- The need for an intervention platform to provide individualized instruction in all core subject areas and support for English language learners.

- The PTSO will reconvene for a meeting on Wednesday December 7, 2022 to provide parents with an opportunity to be more involved in the school community.
- The search for a larger school building has begun to better address our growing enrollment needs.

VI. Designations, Discussion, and Action Items

i. Online intervention platform

BE IT RESOLVED, that the Board of Trustees approves Renaissance Learning as the online intervention platform in the amount of \$57,937.80 for the school years through September 1, 2024 through to June 30, 2026 as presented in [Appendix A](#).

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

Roll call: Against: None Abstained: None Absent: Mr. John Cascarano

Resolution 221129.3 is adopted unanimously

ii. Fiscal Auditing Services

BE IT RESOLVED, that the Board of Trustees approves Gerald D. Longo to perform annual auditing services in the amount of \$32,500. The engagement letter is presented in [Appendix B](#).

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

Roll call: Against: None Abstained: None Absent: Mr. John Cascarano

Resolution 221129.4 is adopted unanimously

iii. ARP Safe Return Plan

BE IT RESOLVED, that the Board of Trustees approves the submission of the ARP Safe Return Plan as presented in [Appendix C](#).

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

Roll call: Against: None Abstained: None Absent: Mr. John Cascarano

Resolution 221129.5 is adopted unanimously

iv. Preschool and Charter Security Grant

BE IT RESOLVED, that the Board of Trustees approves the submission of the Preschool and Charter Security Grant application for the amount of \$20,000 to equip our school buildings with a panic alarm required of Alyssa's Law, N.J.S.A. 18A:41-10 et seq as outlined in [Appendix D](#).

BE IT FURTHER RESOLVED, that the Board of Trustees approves the availability of local funds in case the total estimated costs of the proposed work exceed the school district's grant allowance.

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

Roll call: Against: None Abstained: None Absent: Mr. John Cascarano

Resolution 221129.6 is adopted unanimously

v. Speech Therapy Services

BE IT RESOLVED, that the Board of Trustees approves the Speech-Language Pathology Services Contract with Speech Therapy Consulting LLC for the School year 2022-2023 as presented in [Appendix E](#).

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

Roll call: Against: None Abstained: None Absent: Mr. John Cascarano

Resolution 221129.7 is adopted unanimously

VII. 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](#).

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

Roll call: Against: None Abstained: None Absent: Mr. John Cascarano

Resolution 221129.8 is adopted unanimously

VIII. Executive Session

- i. Middlesex County STEM Charter School is **called to order by 7:25PM for an executive session** in accordance with the Sunshine Law, Chapter 321, P.L. 1975.

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

Roll call: Against: None Abstained: None Absent: Mr. John Cascarano

Resolution 221129.9 is adopted unanimously

The following will be discussed:

- Personnel matter

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,

WHEREAS, 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).

WHEREAS, 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. BE IT RESOLVED that the Board of Trustees will return to open session to conduct business at the conclusion of the executive session at **8:01 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: Mr. John Cascarano

Resolution 221129.10 is adopted unanimously

IX. Adjournment

Moved by Mrs. Jackie Lewis, seconded by Mr. Anthony Attanasio to approve the motion to **adjourn the meeting** at **8:02PM**.

Roll call: Against: None Abstained: None Absent: Mr. John Cascarano

Resolution 221129.11 is adopted unanimously