

PASSAIC ARTS AND SCIENCE CHARTER SCHOOL

BOARD MEETING MINUTES

April 27th, 2017

7:00PM

I. Call To Order

This Regular Meeting of the Passaic Arts and Science Charter School Board of Trustees is called to order.

Time: 7:06 PM

II. Meeting Notice Announcement

The New Jersey Open Public Meetings Law was enacted to insure the rights of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this act, the Board of Trustees of Passaic Arts and Science Charter School has caused notice of this regular meeting to be published by having the date, time, and place thereof posted in 'The Star-Ledger', 'Passaic County Superintendent's Office', and 'Passaic City Clerk's Office'. The Board reserves the right to act on any or all agenda items.

III. Flag Salute

IV. Roll Call by Board Secretary

Ozgur Dogru(President)-Voting Member	P
Tawana Wilder (Vice President)-Voting Member	P
Ismail Oral(Board Member)-Voting Member	A
Ozlem Yasar Avcioglu(Board Member)-Voting Member	P
Julian Cabrera(Board Member)- Voting Member	P
Yasemin Kunukcu(Board Member)-Voting Member	P
Mona David (Board Member)-Voting Member	P
Nihat Guvercin (CEO/Lead Person)-Non-Voting Member	A
Mustafa Coban (SBA/Board Secretary) -Non-Voting Member	P
Christopher Lessard(Treasurer)-Non-Voting Member	A
Harun Celik (School Director-Middle/High)-Non-Voting Member	P
Yanivis Hage (School Director-Interm.)-Non-Voting Member	P
Durim Memedi (School Director-Elem.)-Non-Voting Member	P

V. Public Comment

Board President or designee opens the public comment session on any topic. Each person is limited to speak for a period of three (3) minutes and will be asked to give their full name, spell their last name and provide their address. Speakers in the first session of the public comment address the agenda items only. Board President or designee closes the public comment session on any topic.

VI. Presentations/Recognition:

VII. CEO/Lead Person's & Administrator's Reports: Mr. Nihat Guvercin, Mr. Harun Celik, Ms. Yanivis Hage, & Mr. Durim Memedi There was a discussion regarding parent-teacher conferences to be held at night as well.

<u>Grades</u>	<u>Enrollment Max Seat</u>	<u>Occupied</u>
K-2	240	249
3-5	240	250
6-10	320	352

VIII. Approval of Previous Board Meeting Minutes:

201704-01 Motion to approve the March, 2017 board meeting minutes.

MOTIONED BY	Y Kunkcu		SECONDED BY	J Cabrera		PASSED	Unanimously
ROLL CALL	Ozgur Dogru	Tawana Wilder	Yasemin Kunukcu	Ismail Oral	Ozlem Y. Avcioglu	Julian Cabrera	Mona David
YES	X	X	X		X	X	X
NO							
ABSTAIN							
ABSENT				X			

IX. Financial Section: Mr. Mustafa Coban, Board Secretary

201704-02 **Approval of Bills:** Motion to approve the List of the Bills (Enclosure)

201704-03 **Secretary's and Treasurer's Reports:** Motion to approve the Board Secretary's and Treasurer reports. (Enclosure)

WHEREAS, both the Report of the Secretary and the Report of the Treasurer of School Moneys are in agreement with the cash balance in the Governmental Funds as of March, 2017;

BE IT RESOLVED, that the Report of the Secretary and the Report of the Treasurer of School Moneys be accepted.

201704-04 **Transfers:** Motion to approve the list of Transfer of Funds resolution for the period ending March, 2017.


BE IT RESOLVED, by the Board of Trustees of Passaic Arts and Science Charter School that the attached inter-appropriation transfer made on the financial records of the Board affecting 2016-17 budget be affirmed and approved.

Certification of accounts:

a. **Board Secretary's Cert of Accounts:** Pursuant to N.J.A.C. 6A:23-2.11, I certify that as of March, 2017, no major budgetary line item account expenditure exceeds the amount appropriated by the charter Board of Trustees.

b. **Board Certification of Accounts**

RESOLVED, that after review of the Secretary's and Treasurer's reports for March, 2017 and based upon consultation with and representations of the appropriate officials (Secretary, Treasurer, Business Administrator and Lead Person), the Board of Trustees of Passaic Arts and Science Charter School has ascertained, to the best of our knowledge and ability, with the information provided, that no major account (Current Expense, Capital Outlay, Debt Service) has been over-expended and that sufficient funds are available to meet the charter's financial obligations for the remainder of the fiscal year, and hereby certifies the charter's financial plan (the budget) as approved is being followed as revealed in the financial reports.


Mr. Mustafa Coban, Board Secretary

5/24-2017
Date

Motion to Approve the Financial Section:

RESOLVED that the Passaic Arts and Science Charter School accepts above-identified consent agenda item(s) numbered 201704-02 through 201704-04.

MOTIONED BY	T Wilder		SECONDED BY	O Dogru		PASSED	Unanimously
ROLL CALL	Ozgur Dogru	Tawana Wilder	Yasemin Kunukcu	Ismail Oral	Ozlem Y. Avcioglu	Julian Cabrera	Mona David
YES	X	X	X		X	X	X
NO							
ABSTAIN							
ABSENT				X			

X. Regular Agenda Action Items:

- 201704-05 Motion to approve the revised Lease Cancellation and Termination Agreement between Holy Rosary RC Church, Passaic, NJ and Passaic ASCS. (Enclosure)
- 201704-06 Motion to approve to extend the Memorial Holiday Weekend utilizing the left over snow day for Friday, May 26th, 2017.
- 201704-07 Motion to approve the increase of the teacher base salary from \$42,000 to \$43,000.
- 201704-08 Motion to approve to change the Annual May meeting from Wednesday, May 24th to Tuesday, May 23rd at 7PM.
- 201704-09 Motion to approve the application and acceptance of the Safety Grant with New Jersey School Insurance Group for \$4,004.73
Budget Detail: Technical & Professional Services 200-300 \$4,004.73
- 201704-10 Motion to approve HIB report. (No Submission)
- 201704-11 Motion to approve the field trip activity requests listed below. (Listed)

Program Name/Place	Date(s)	Grades/Attendees	Event Cost for School	Explanations
10 th Anniversary Choral Celebration O Fortuna	4/28/17	Selected 9 & 10 th Graders & Chaperones	\$360 Approx. for bus	Music
Group Exploration, New Brunswick, NJ	6/8/17	4 th Graders & Chaperones	\$840 Approx. for bus	
Jenkinson's Aquarium, Point Pleasant, NJ	5/18/17	Grades 3-10 ESL Students	\$420 Approx. for bus	
Six Flags, Jackson, NJ	6/15/17	Selected Students	\$720 Approx. for bus	Kindle Incentive Program

PERSONNEL/HR

201704-13 Motion to approve the new hires, re-assignment, leaves, and resignations. (Enclosure)

Full Name	Position	FT/PT	Salary	After School	Details	Campus
Baaklani, Lisa	Special Education Teacher	FT	\$ 43,000.00	\$3,000.00	New Hire	Passaic Intermediate
Custer, Kathleen	Substitute Teacher	PT	\$120/day	NA	New Hire	Passaic Primary
Copolongo, Justine					Resigned	
Gutierrez, Anita	Custodian	PT	\$15.00	NA	New Hire	All Campuses
Gutierrez, Jovanna	Custodian	PT	\$15.00	NA	New Hire	All Campuses
Maha, Abujabal	Custodian	PT	\$15.00	NA	New Hire	All Campuses
Mulalli, Niko	Custodian	PT	\$15.00	NA	New Hire	All Campuses
Valezquez, Vladimir	Custodian	PT	\$10.00	NA	New Hire	All Campuses
Morgan, Jennifer					Medical Leave	Passaic Primary
Neidhardt, Alyssa					Maternity Leave	Passaic Primary

201704-14 Motion to approve the stipend payments and assigned positions listed. (No Submission)

201704-15 Motion to approve the attendance to and costs of the following workshops/conferences/programs as requested by the following faculty members listed below.

WHEREAS, the **Faculty and Board Members listed below** will be attending workshops; and

WHEREAS, the attendance at stated functions are accepted as work related and within the scope of the work responsibilities of the attendee; and

WHEREAS, the attendance at the functions are accepted as promoting delivery of instruction, furthering efficient operation of the school district; and fiscally prudent, and

WHEREAS, the travel and related expenses particular to attendance at these functions are expected to exceed the state travel guidelines established by the Department of Treasury in NJOMB circular letter; be it

RESOLVED, that the board finds the cost of attendance, including all registration fees, and statutorily authorized travel and related expense and the excess expenses particular to attendance at this functions as unavoidable, be it

RESOLVED, that the excess is justified and therefore reimbursable.

Program Name/Place	Date	Employees/Board members	Event Cost	Travel & Other Costs
			\$	\$0.31/mile, tolls & parking if applicable

Motion to Approve the Agenda Action Items:

RESOLVED that the Passaic Arts and Science Charter School accepts above-identified consent agenda item(s) numbered 201704-05 through 201704-15.

MOTIONED BY	T Wilder		SECONDED BY	Y Kunukcu		PASSED	Unanimously
ROLL CALL	Ozgur Dogru	Tawana Wilder	Yasemin Kunukcu	Ismail Oral	Ozlem Y. Avcioglu	Julian Cabrera	Mona David
YES	X	X	X		X	X	X
NO							
ABSTAIN							
ABSENT				X			

XI. Executive Session.

WHEREAS, pursuant to N.J.S.A. 10:4-12(b), the Board of Education exclude the public from that portion of a public meeting at which the Board discusses any of the matters described at N.J.S.A. 10:4-12(b)(1)-(9);

NOW, THEREFORE, BE IT RESOLVED that the Board of Education shall forthwith enter into closed session to discuss the following matter(s) concerning:

- Matters rendered confidential by state or federal law
- Personnel
- Appointment of a public official
- Matters covered by the attorney-client privilege
- Pending or anticipated litigation
- Pending or anticipated contract negotiations
- Protection of the safety or property of the public
- Matters which would constitute an unwarranted invasion of privacy
- Matters in which the release of information would impair a right to receive Funds from the United States Government
- Matters concerning collective negotiations and/or the negotiation of terms and Conditions of employment of employees of the Board of Education
- Possible imposition of a civil penalty or suspension

BE IT FURTHER RESOLVED that said discussion be disclosed to the public when the reasons for discussing and acting upon it in closed session no longer exist.

Motion to enter into Executive Session:

TIME: PM

MOTIONED BY			SECONDED BY			PASSED	
ROLL CALL	Ozgur Dogru	Tawana Wilder	Yasemin Kunukcu	Ismail Oral	Ozlem Y. Avcioglu	Julian Cabrera	Mona David
YES							
NO							
ABSTAIN							
ABSENT							

Motion to return to Public Session:

TIME:

MOTIONED BY			SECONDED BY			PASSED	
ROLL CALL	Ozgur Dogru	Tawana Wilder	Yasemin Kunukcu	Ismail Oral	Ozlem Y. Avcioglu	Julian Cabrera	Mona David
YES							
NO							
ABSTAIN							
ABSENT							

XII. Other Items:

MOTIONED BY			SECONDED BY			PASSED	
ROLL CALL	Ozgur Dogru	Tawana Wilder	Yasemin Kunukcu	Ismail Oral	Ozlem Y. Avcioglu	Julian Cabrera	Mona David
YES							
NO							
ABSTAIN							
ABSENT							

XIII. Adjournment:

TIME: 8:10 PM

MOTIONED BY	O Avcioglu		SECONDED BY	J Cabrera		PASSED	Unanimously
ROLL CALL	Ozgur Dogru	Tawana Wilder	Yasemin Kunukcu	Ismail Oral	Ozlem Y. Avcioglu	Julian Cabrera	Mona David
YES	X	X	X		X	X	X
NO							
ABSTAIN							
ABSENT				X			


Mr. Coban - Board Secretary
Respectfully Submitted