

PASSAIC ARTS AND SCIENCE CHARTER SCHOOL

BOARD MEETING MINUTES

August 25th, 2016

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: 7:16 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 and 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	A
Mona David (Board Member)-Voting Member	P
Nihat Guvercin (CEO/Lead Person)-Non-Voting Member	P
Mustafa Coban (SBA/Board Secretary) -Non-Voting Member	P
Christopher Lessard(Treasurer)-Non-Voting Member	A
Huran Celik (School Director-Middle/High)-Non-Voting Member	A
Yanivis Fragozo(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 June 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. Huran Celik, Ms. Yanivis Fragozo, & Mr. Durim Memedi*

<u>Grades</u>	<u>Enrollment Max Seat</u>	<u>Occupied</u>
K-2	240	
3-5	240	
6-9	258	

VIII. Approval of Previous Board Meeting Minutes:

201608-01 Motion to approve the July, 2016 board meeting minutes.

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
NO							
ABSTAIN							
ABSENT			X	X			

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

201608-02 **Approval of Bills:** Motion to approve the List of the Bills (Enclosure)

201608-03 Motion to approve the revised budget 2016-2017. (Enclosure)

201608-04 **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 June, 2016;

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

201608-05 **Transfers:** Motion to approve the list of Transfer of Funds resolution for the period ending June, 2016.

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 June, 2016, 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 June, 2016 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

9-29-2016
Date

Motion to Approve the Financial Section:

RESOLVED that the Passaic Arts and Science Charter School accepts above-identified consent agenda item(s) numbered 201608-02 through 201608-05.

MOTIONED BY	T. Wilder		SECONDED BY	O. Avcioglu		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
NO							
ABSTAIN							
ABSENT			X	X			

X. Regular Agenda Action Items:

- 201608-06 Motion to approve the acceptance of Memorandum of Agreement between Education and Law Enforcement Officials for the 2016-2017 School Year. (Enclosure)
- 201608-07 Motion to approve the alternative kindergarten bathroom usage plan for Passaic Primary School at 6 Wall Street.
- 201608-08 Motion to approve the revised Tuition Reimbursement Policy. (Enclosure)
- 201608-09 Motion to approve the purchase orders listed below over the \$29,000 bid threshold

PO Number	Date	Vendor Name	Type	Expenditure Account	Open Amount
P201703071	7/1/2016	Millennium Communications Group, Inc.	Bid	12-000-400-450-000-080	\$48,509.24
P201703176	8/24/2016	Apple Inc.	Hunderton ESC	11-190-100-610-000-047	\$43,539.95

- 201608-10 Motion to approve the Annual Report for 2015-2016 School Year
- 201608-11 Motion to approve the IDEA Funds for 2016/20

IDEA			
Function / Object	Expenditure Category	Total Basic	Total Preschool
100	Instruction		
100-100	Personal Services – Salaries-Basic	\$ 113,101	
200	Support Services		
200-200	Employee Benefits-Basic	\$ 8,652	
200-300	Prof & Tech Services-Basic	\$ 20,167	
200-300	Prof & Tech Services-Preschool		\$ 3,434.00
500	Other		
	Total Project Budgeted	\$ 141,920	\$ 3,434.00
	Allocation	\$ 141,920	\$ 3,434.00

Year.

17 School

201608-12 Motion to approve the acceptance of the following Elementary and Secondary Education Act/No Child Left Behind (ESEA-NCLB) grand application for the Fiscal Year 2017 in the following amounts.

	<u>Title I Part A</u>	<u>Title II Part A</u>	<u>Title III</u>
Instruction	269,400.00		12,893.00
Support Services	70,044.00	2,436.00	1,500.00
Program Administration	17,865.00		
Total Budgeted	357,309.00	2,436.00	14,393.00

201608-13 Motion to approve the projected student enrollment numbers and add Clifton as a second district of resident to PASCS.

WHEREAS Passaic Arts and Science Charter School's Charter School Application (its Charter) was granted by the New Jersey Commissioner of Education in 2012; and

WHEREAS the Board of Trustees of Passaic Arts and Science Charter School has determined that an amendment to its Charter, to authorize expanding student enrollment, and adding the city of Clifton, NJ to the charter's district of residence would be beneficial; and

WHEREAS a proposed enrollment chart, reflecting the School's authorized grade levels and maximum student enrollment upon approval of the proposed charter amendment, is attached hereto; and

WHEREAS the proposed charter amendment would not change the mission, goals or objectives of the school; and

WHEREAS a charter amendment requires approval of the Commissioner of Education after an opportunity for comment has been provided to the board of education of the charter school's district of residence and the Executive County Superintendent;

NOW, THEREFORE, BE IT RESOLVED that the Lead Person is hereby authorized and directed to submit a request for approval of the proposed amendment of the school's Charter to the Commissioner of Education, and to forward a copy of the request to the Superintendent of the Passaic Public Schools District, Superintendent of the Clifton Public Schools District, and to the Executive County Superintendent of Passaic County.

<i>Grade</i>	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
<i>K</i>	80	200	200	200	200	200
<i>1</i>	80	200	200	200	200	200
<i>2</i>	80	200	200	200	200	200
<i>3</i>	80	92	200	200	200	200
<i>4</i>	80	92	92	200	200	200
<i>5</i>	80	92	92	92	200	200
<i>6</i>	80	92	92	92	92	200
<i>7</i>	80	92	92	92	92	92
<i>8</i>	80	92	92	92	92	92
<i>9</i>	80	80	92	92	92	92
<i>10</i>	60	80	80	92	92	92
<i>11</i>		60	80	80	92	92
<i>12</i>			60	80	80	92
<i>Total</i>	<i>860</i>	1372	1572	1712	1832	1952

201608-14 Motion to approve HIB report at the enclosed form. (No Submission)

201608-15 Motion to approve the field trip activity requests listed below. (No Submission)

Program Name/Place	Date(s)	Grades/Attendees	Event Cost for School	Explanations

PERSONNEL/HR

201608-16 Motion to approve the new hires, re-assignment, leaves, and resignations. (Enclosure)

Full Name	Position	FT/PT	Salary	After School	Details	Campus
Angulo, Tiffany	ELA Teacher	FT	\$43,000.00	\$3,000.00	New Hire	Intermediate
Aybek, Shukriya	Math Teacher	FT	\$47,000.00	\$3,000.00	New Hire	Intermediate
Brodo, Brittany	ELA Teacher	FT	\$43,600.00	\$3,000.00	New Hire	Middle-High
Broizman, Alisa	Speech Therapist	FT	\$60,000.00	NA	New Hire	Middle-High
Capalonge, Justine	Special Education Teacher	FT	\$45,400.00	\$3,000.00	New Hire	Intermediate
Celik, Harun	School Director	FT	\$90,000.00	\$3,000.00	New Hire	Middle-High
Combs, Chealse	School Psychologist	FT	\$60,000.00	\$3,000.00	New Hire	Middle-High
Delibas, Ahmet	Project Coordinator	FT	\$76,500.00	\$3,000.00	New Hire	Primary
Franchino, Justine	ELA Teacher	FT	\$45,200.00	\$3,000.00	New Hire	Middle-High
Gobji, Maryam	Special Education Teacher	FT	\$45,000.00	\$3,000.00	New Hire	Middle-High
Hernandez, Ana	Music Teacher	FT	\$50,600.00	\$3,000.00	New Hire	Intermediate
Hinawi, Enas	ESL Teacher	FT	\$44,400.00	\$3,000.00	New Hire	Primary
Kim, Youngjun	Math Teacher	FT	\$42,200.00	\$3,000.00	New Hire	Middle-High
Loffredo, Bethanie	1st Grade Teacher	FT	\$42,200.00	\$3,000.00	New Hire	Primary
Markus, Gregory	ESL Teacher	FT	\$45,000.00	\$3,000.00	New Hire	Middle-High
Martinez, Nicole	Kindergarten Teacher	FT	\$42,000.00	\$3,000.00	New Hire	Primary
McBride, Ebony	3rd Grade Teacher	FT	\$45,000.00	\$3,000.00	New Hire	Intermediate
Pando, Jefferey J.	Music Teacher	FT	\$45,000.00	\$3,000.00	New Hire	Middle-High
Park, Geunrim	Science Teacher	FT	\$47,000.00	\$3,000.00	New Hire	Middle-High
Porter, Ashya	Social Worker	FT	\$55,000.00	\$3,000.00	New Hire	Middle-High
Shkop, Karen	ELA Teacher	FT	\$47,800.00	\$3,000.00	New Hire	Middle-High
Snochowski, Allison	PE/Health Teacher	FT	\$43,200.00	\$3,000.00	New Hire	Middle-High
Sullivan, Ashley	2nd Grade Teacher	FT	\$43,000.00	\$3,000.00	New Hire	Primary
Thompson, Heather	ELA Teacher	FT	\$48,000.00	\$3,000.00	New Hire	Middle-High
VanSise, Sarah	ELA Teacher	FT	\$42,600.00	\$3,000.00	New Hire	Middle-High
Wilkins, Nicole	Kindergarten Teacher Aide	FT	\$25,000.00	\$3,000.00	New Hire	Primary
Williams, Christopher	ELA Teacher	FT	\$45,200.00	\$3,000.00	New Hire	Middle-High
Mirabel, Linda					Maternity Leave	
Neidhardt, Jaclyn					Reassigned	
Ibraimi, Sunduse					Reassigned	
Zizlsperger, Lia					Reassigned	
Salamon, Lauren					Resigned	
Cagirici, Tugba					Resigned	
Choe, Katherine					Resigned	
Gonzalez, Michael J.					Resigned	
Hondros, Eleftheria					Resigned	

Jones, Jasmine					Resigned
Melendez, Julie					Resigned
Mercurio, Chelsea					Resigned
Monico, Jillian A.					Resigned
Otun, Regina					Resigned
Payano, Arcelis					Resigned
Soybelli, Shuayip					Resigned
Stephanie Echevarria					Resigned
Sullivan, Kelly					Resigned
Walker, Annette					Resigned
Otles, Fethiye					Transfer
Abbott, Danielle					Transfer
Ashley Drysdale					Transfer
Ivery, Starr					Transfer
Samayoa, Melanie					Transfer
Martinez, Carolina					Transfer

Name	Position	Full Salary	%	Program Portion	Program
Gloria Kohler	Reading Interventionist	\$46,800	100 %	\$46,800	Title-I
Michele K. Derr	English	\$45,400	29%	\$13,166	Title-I
Jennifer Terranella	English	\$43,000	44%	\$18,705	Title-I
Melina Lora-Jondee	English	\$44,000	17%	\$7,443	Title-I
Tiffany Angulo	English	\$42,600	44%	\$18,531	Title-I
Melissa Santos	English	\$44,000	32%	\$13,860	Title-I
Justine Franchino	English	\$45,200	32%	\$14,238	Title-I
Rachel Rose/Osmani	English	\$44,600	29%	\$12,934	Title-I
Christopher Williams	English	\$45,200	45%	\$20,390	Title-I
Brittany Brodo/Osmani	English	\$43,000	45%	\$19,398	Title-I
Karen Shkop	English	\$42,000	51%	\$21,315	Title-I
Sara Osmani	English	\$45,400	100%	\$45,400	Title-I
Hansa Sen	Math	\$36,000	100%	30/hr	Title-I
Arican, Nuray	Special Ed. Aide	\$27,602	100%	\$27,602	IDEA
Ibraimi, Sunduse	Special Ed. Aide	\$35,000	100%	\$35,000	IDEA
Niedhardt, Jackie	Special Ed. Aide	\$30,308	100%	\$30,308	IDEA
Tairi, Adem	Special Ed. Aide	\$25,500	79%	\$20,191	IDEA

201608-17 Motion to approve the stipend payments and assigned positions listed. (No Submission)

201608-18 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 201608-06 through 201608-17.

MOTIONED BY	O. Avcioglu		SECONDED BY	T. Wilder		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
NO							
ABSTAIN							
ABSENT			X	X			

XI. Executive Session.

WHEREAS, pursuant to N.J.S.A. 10:4-12(b), the Board of Education June 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:

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. Avcioğlu	Julian Cabrera	Mona David
YES							
NO							
ABSTAIN							
ABSENT							

XII. Other Items:

XIII. Adjournment:

TIME: 8:06 PM

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


Mr. Coban - Board Secretary

Respectfully Submitted