

PASSAIC ARTS AND SCIENCE CHARTER SCHOOL

BOARD MEETING MINUTES

June 23rd, 2016

6:00PM

I. Call To Order

This Regular Meeting of the Passaic Arts and Science Charter School Board of Trustees is called to order.
Time: 6:13 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, Recep Ornek

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

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 may 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. Vehit Sevinc, Ms. Yanivis Fragozo, & Mr. Durim Memedi*

<u>Grades</u>	<u>Enrollment Max Seat</u>	<u>Occupied</u>
K-2	240	234
3-5	240	236
6-9	258	257

VIII. Approval of Previous Board Meeting Minutes:

201606-01 Motion to approve the May, 2016 board meeting minutes.

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

IX. Financial Section: *Mr. Recep Ornek, Board Secretary*

201606-02 **Approval of Bills:** Motion to approve the List of the Bills (Enclosure)

201606-03 **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 April, 2016;

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

201604-04 **Transfers:** Motion to approve the list of Transfer of Funds resolution for the period ending April, 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 2015-16 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 April, 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 April, 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. Recep Ornek - Board Secretary

6-23-2016
Date

Motion to Approve the Financial Section:

RESOLVED that the Passaic Arts and Science Charter School accepts above-identified consent agenda item(s) numbered 201606-02 through 201606-04.

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

X. Regular Agenda Action Items:

201606-05 Motion to approve the three revised policies 3570, 5120, and 9250 (Enclosure)

3570 School Records and Reports has been updated with a term and web link update. NJ Division of Archives and Records Management (NJDARM) is now the New Jersey Department of Treasury, Division of Revenue and Enterprise Service, Records Management Services (RMS).

5120 Assessment of Individual Needs has been updated with changes to the definition of "dyslexia".

9250 Expenses, Travel Reimbursement has been updated with the new OMB circular 16-11(found at <http://www.state.nj.us/infobank/circular/circindx.htm>).

201606-06 Motion to approve the CMO Agreement for management services with iLearn Schools and Passaic ASCS for the 2016-2017 School Year. (Enclosure)

201606-07 Motion to approve the Title III, Limited English Proficiency Consortium Memorandum of Agreement 2016-2017

201606-08 Motion to approve the submission of the NCLB Application for Fiscal Year 2017, and to accept grant award of these funds upon the subsequent approval of the FY2017 NCLB Title IA, Title IIA and Title III application in total amount of \$366,580.

201606-09 Motion to approve the Safety Grant Application for 2016-2017 School Year. This grant will be used for professional and technical services.

201606-10 Motion to approve the renewal contracts for all Passaic ASCS returning staff. (Enclosure)

201606-11 Motion to approve below mentioned Resolution to contract with 'Frank Falcone as 'Special Education Services' provider as follows:

Special Education Services

WHEREAS, the Public School Contracts Laws (N.J.S.A. 18A:18A-5) requires that a resolution authorizing the contracting of "Professional Services": without competitive bids be adopted;

NOW, THEREFORE, be it resolved by the Board of Trustees of the Passaic Arts and Science Charter School that the firms of **FRANK FALCONE** be appointed as 'Special Education Services Provider' for the Passaic Arts and Science Charter School Board of Trustees for the 2016-2017 school year without competitive bidding as a "Professional Service" in accordance with 18A: 18A-5 of the Public Contracts Law. (Enclosure)

201606-12 Motion to approve the contact renewal with Food Service Management Company (Maschio's Food Services).

MANAGEMENT FEE(S) GUARANTEES:

- 1) MANAGEMENT FEE: It is the intent of the Local Education Agency (Passaic Arts and Science Charter School) to award the local food service contract on a flat management fee basis. The LEA (Passaic Arts and Science Charter School) shall pay Maschio's an annual management fee in the amount of \$8,500.00 The management fee shall be payable in monthly installments of \$850.00 per month commencing on September 1, 2016 and ending on June 30, 2017.
- 2) GUARANTEE NO COST/BREAKEVEN
- 3) Maschio's guarantees a no cost or breakeven food service operation, including the management fee. In the event that program costs exceed total revenues (from all sources), Maschio's shall be responsible for any losses (shortfalls) incurred with the following conditions mentioned in the renewal addendum between Passaic ASCS and Maschio's.

REGULAR RATE TO BE CHARGED TO STUDENTS FOR SCHOOL LUNCH AND BREAKFAST PROGRAMS

PAID	LUNCH \$2.90	BREAKFAST \$1.90
REDUCED	LUNCH \$0.40	BREAKFAST \$0.30

201606-13 Motion to approve HIB report at the enclosed form. (No Submission)

201606-14 Motion to approve the field trip activity requests listed below. (Listed)

Program Name/Place	Date(s)	Grades/Attendees	Event Cost for School	Explanations
Novartis Teen Mentoring Program, East Hanover, NJ	6/27-6/29/16	Selected 8 th Graders & Chaperones	\$1540 Approx. for bus	Mentoring Program

PERSONNEL/HR

201606-15 Motion to approve the resignation of Mr. Vahit Sevinc, Passaic-ASCS Middle-High School Director

201606-16 Motion to approve the new hires, re-assignment, leaves, and resignations. (No Submission)

201606-17 Motion to approve the stipend payments and assigned positions listed. (No Submission)

201606-18 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 201606-05 through 201606-18.

MOTIONED BY	Y. Kunukcu		SECONDED BY	Ismail Oral		PASSED	Unanimously
ROLL CALL	Ozgur Dogru	Tawana Wilder	Yasemin Kunukcu	Ismail Oral	Ozlem Y. Avcioglu	Julian Cabrera	Mona David
YES		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 may 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 may 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:

XIII. Adjournment:

TIME: 6:34PM

MOTIONED BY	M. David		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
NO							
ABSTAIN							
ABSENT	X				X		


Mr. Recep Ornek - Board Secretary

Respectfully Submitted