

PASSAIC ARTS AND SCIENCE CHARTER SCHOOL

BOARD MEETING MINUTES

July 23rd, 2015

7:00 pm

I. Call To Order

This Regular Meeting of the Passaic Arts and Science Charter School Board of Trustees is called to order.
Time: 7:05 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', and the 'Passaic County Superintendent's Office'. The Board reserves the right to act on any and all agenda items.

III. Flag Salute

IV. Roll Call

| BOARD MEMBERS | P/A |
|---|------------|
| Ozgur Dogru-Voting Member (Board President) | P |
| Yasemin Kunukcu-Voting Member | A |
| Ismail Oral-Voting Member | P |
| Ozlem Yasar Avcioglu-Voting Member | P |
| Julian Cabrera - Voting Member | P |
| Tawana Wilder -Voting Member | A |
| Nihat Guvercin-Nonvoting m.-Lead Person | P |
| Vahit Sevinc- Nonvoting m.-School Coordinator-Middle | A |
| Yanivis Fragozo-Nonvoting m.-School Coordinator-Elem. | A |
| Recep Ornek – Nonvoting m.-SBA/Board Secretary | 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 may address the agenda items only. Board President or designee closes the public comment session on any topic.

VI. **Presentations/Recognition:**

VII. **Lead Person's Report:** *Mr. Nihat Guvercin and School Directors, Ms. Yanivis Fragozo, Mr. Vahit Sevinc, Mr. Durim Memedi*

VIII. **Approval of Previous Board Meeting Minutes:**

201507-01 Motion to approve the June, 2015 board meeting minutes.

| | | | | | | | |
|-------------|-------------|----------------|-----------------|---------------|-------------|-------------------|-------------|
| MOTIONED BY | J CABRERA | | SECONDED BY | I ORAL | | PASSED | Unanimously |
| ROLL CALL | Ozgur Dogru | Julian Cabrera | Yasemin Kunukcu | Tawana Wilder | Ismail Oral | Ozlem Y. Avcioglu | |
| YES | X | X | | | X | X | |
| NO | | | | | | | |
| ABSTAIN | | | | | | | |
| ABSENT | | | X | X | | | |

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

201507-02 **Approval of Bills:** Motion to approve the List of the Bills. (*Enclosure*)

201507-03 **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 May, 2015;

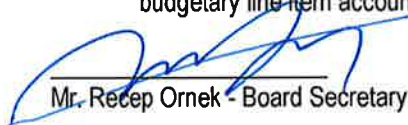
BE IT RESOLVED, that the Report of the Secretary and the Report of the Treasurer of School Moneys be accepted.

201507-04 **Transfers:** Motion to approve the list of Transfer of Funds resolution for the period ending May, 2015.

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 May, 2015, no major budgetary line item account expenditure exceeds the amount appropriated by the charter Board of Trustees.


Mr. Recep Ornek - Board Secretary

07/23/2015
Date

b. **Board Certification of Accounts**

RESOLVED, that after review of the Secretary's and Treasurer's reports for May, 2015 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.

Motion to Approve the Financial Section:

RESOLVED that the Passaic Arts and Science Charter School accepts above-identified consent agenda item(s) numbered 201507-01 through 201507-04.

| | | | | | |
|-------------|--------|-------------|-----------|--------|-------------|
| MOTIONED BY | I ORAL | SECONDED BY | J CABRERA | PASSED | Unanimously |
|-------------|--------|-------------|-----------|--------|-------------|

| ROLL CALL | Ozgur Dogru | Julian Cabrera | Yasemin Kunukcu | Tawana Wilder | Ismail Oral | Ozlem Y. Avcioğlu | |
|-----------|-------------|----------------|-----------------|---------------|-------------|-------------------|--|
| YES | X | X | | | X | X | |
| NO | | | | | | | |
| ABSTAIN | | | | | | | |
| ABSENT | | | X | X | | | |

X. Regular Agenda Action Items:

201507-05 Motion to approve the below mentioned resolution.

WHEREAS, the Governor, in consultation with the State Treasurer and pursuant to N.J.S.A. 18A:18A-3 (b), on July 1, 2015 has increased the bid threshold amount for school districts whose purchasing agents do not possess a qualified purchasing agent (QPA) certificate, from \$26,000 to \$29,000,

WHEREAS, the Passaic ASCS would like to take advantage of the maximum statutory bid threshold amount of \$29,000 for school districts who do not have a qualified purchasing agent;

NOW, THEREFORE BE IT RESOLVED that the Passaic ASCS, establishes and sets the bid threshold amount of \$29,000 for the board of education, and further authorizes Recep Ornek to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate the newly established bid threshold amount.

201507-06 Motion to approve the attached agreement and resolution with NJSIG for indemnity and trust renewal agreement. (Enclosure)

201507-07 Motion to approve the attached resolution appointing a risk management consultant /broker (Enclosure)

201507-08 Motion to approve the contract 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 \$8,403.00 The management fee shall be payable in monthly installments of \$840.30 per month commencing on September 1, 2015 and ending on June 30, 2016.

2) **GUARANTEE NO COST/BREAKEVEN**

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.

201507-10 Motion to approve student catering fees as mentioned below:

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 |

201507-09 Motion to approve the charter agreement attached by and between the NJ Commissioner of Education and the NJ Department of Education, as the Commissioner's Designee and the Passaic Arts and Science Charter School. (Enclosure)

201507-11 Motion to submit NJ Charter School Annual Report for 2014-2015 school year. (Enclosure)

201507-12 Motion to approve the new board meetings schedule starting by August 2015 as:

3rd Thursdays each month for Bergen ASCS and Paterson ASCS at 6:00 pm and 7:00 pm respectively
 4th Thursdays each month for Passaic ASCS and Hudson ASCS at 6:00 pm

201507-13 Motion to approve HIB report at the enclosed form. (No Submission)

201507-14 Motion to approve the field trip activity requests listed below. (No Submission)

| Program Name | Date | Grades/Attendees | Event Cost for School | Submitted by/Other Explanations |
|--------------|------|------------------|-----------------------|---------------------------------|
| | | | | |

PERSONNEL/HR

201507-15 Motion to approve the new hires, re assignment, resignations listed. (Enclosure)

201507-16 Motion to approve the stipend payments and assigned positions listed. (Enclosure)

201507-17 Motion to approve the attendance to and costs of the following workshops/conferences/programs as requested by the following faculty members:

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 |
|--------------------|------|-------------------------|------------|----------------------|
| | | | | |

Motion to Approve the Agenda Action Items:

RESOLVED that the Passaic Arts and Science Charter School accepts above-identified consent agenda item(s) numbered 201507-05 through 201507-17.

| MOTIONER BY | O AVCIOGLU | | SECONDED BY | I ORAL | | PASSED | Unanimously |
|-------------|-------------|----------------|-----------------|---------------|-------------|-------------------|-------------|
| ROLL CALL | Ozgur Dogru | Julian Cabrera | Yasemin Kunukcu | Tawana Wilder | Ismail Oral | Ozlem Y. Avcioglu | |
| 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:

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

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

Motion to return to Public Session:

TIME:

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

XII. Other Items:

XIII. Adjournment:

TIME: 7:49 PM

| MOTION D BY | O DOGRU | | SECONDED BY | I ORAL | | PASSED | Unanimously |
|----------------|----------------|-------------------|--------------------|------------------|-------------|----------------------|-------------|
| | Ozgur Dogru | Julian Cabrera | | Tawana Wilder | Ismail Oral | | |
| ROLL CALL | | | Yasemin Kunukcu | | | Ozlem Y. Avcioğlu | |
| YES | X | X | | | X | X | |
| NO | | | | | | | |
| ABSTAIN | | | | | | | |
| ABSENT | | | X | X | | | |