

PASSAIC ARTS AND SCIENCE CHARTER SCHOOL

BOARD MINUTES

December 17th, 2013

I. Call To Order

The Regular Board Meeting of Passaic Arts and Science Charter School is called to order. Time: _7:37 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, Passaic Arts and Science Charter School has caused this 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
Jennifer A Chaveco -Voting Member(Vice President)	P
Yasemin Kunukcu-Voting Member	A
Taha Bayrak -Voting Member	A
Ismail Oral-Voting Member	A
Ozlem Yasar Avcioglu-Voting Member	P
Julian Cabrera - Voting Member	P
Nihat Guvercin-Nonvoting m.-Lead Person	P
Vahit Sevinc- Nonvoting m.-School Coordinator	P
Yanivis Fragozo-Nonvoting m.-School Coordinator	P
Recep Ornek – Nonvoting m.-Board Secretary	P
Mustafa Guney – Nonvoting – Assistant to Board Secretary	A

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.

V. **Presentations/Recognition:**

VI. **Lead Person's Report:** *Mr. Nihat Guvercin*

- IPAD Presentation in all public school schools and its implementation to all NJASCS schools
- E-Newsletters sending to 7000 people in the community
- Central office report posting at the website for all parents and its availability
- Facebook account and twitter account usage-activity report
- Database introduction AES. The importance of encouragement by all parents

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

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

Secretary's and Treasurer's Reports: Motion to approve the Board Secretary's and the Treasurer's 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 November, 2013;

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

Transfers: Motion to approve the list of Transfer of Funds resolution for the period ending November 2013.

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 2013-14 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 November 2013, no major budgetary line item account expenditure exceeds the amount appropriated by the charter Board of Trustees.

Mr. Recep Ornek - Board Secretary

Date

b. Board Certification of Accounts

RESOLVED, that after review of the Secretary's and Treasurer's reports for November 2013 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.

MOTIONED BY	J CHAVECO		SECONDED BY	O. AVCIOGLU		PASSED	UNANIMOUSLY
ROLL CALL	Ozgur Dogru	Jennifer A Chaveco	Yasemin Kunukcu	Taha Bayrak	Ismail Oral	Ozlem Y. Avcioglu	Julian Cabrera
YES	X	X				X	X
NO							
ABSTAIN							
ABSENT			X	X	X		

Regular Agenda Action Items:

1. Motion to approve Home Visit procedures and compensation detailed below.

Any teacher who schedules a 'home visit' will be compensated \$20 after the visit. All home visits that have been conducted since the beginning of 2013-2014 academic year will be compensated as well.

A 'Home Visit Coordinator' at each campus that will be paid as a stipend position.

\$1000 for the school year

Responsibilities include:

- 1) Working with the secretary, teacher and families to schedule a time and date for the visit
- 2) Putting together a tote bag for the family (Items are going to be purchased)

2. Motion to accept and approve the 2012-2013 CAFR (Audit) and Corrective Action Plan as presented with the following noted recommendations.

No findings and recommendations.

3. Motion to approve the revised 2013-14 budget according to the October 15th count revenue details. (enclosure)
4. Motion to approve revised Federal Grant allocations with program details (enclosure).
5. Motion to approve North Jersey Federal Credit Union registration for membership benefits (enclosure).
6. Motion to approve Rutgers University School System Improvement Project (SSI project.) Details at: <http://ssiproject.rutgers.edu/>
7. Motion to approve field trip requests attached. (enclosure)
8. Motion to approve the attendance to and costs of the following workshops/conferences 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	Date	Employees/Board members	Event Cost	Travel & Other Costs

9. **PERSONNEL/HR**

- a. Motion to approve the new hires, re assignment, resignations. (enclosure)
- b. Motion to approve additional 0.5% bonus to be given to administrative employees.
- c. Motion to approve additional the stipend positions. (enclosure)

Motion to Approve the Action Items:

RESOLVED that the Passaic Arts and Science Charter School accepts above-identified agenda item(s) numbered X. 1 to 9

MOTIONED BY	O AVCIOGLU		SECONDED BY	J CABRERA		PASSED	UNANIMOUSLY
ROLL CALL	Ozgur Dogru	Jennifer A Chaveco	Yasemin Kunukcu	Taha Bayrak	Ismail Oral	Ozlem Y. Avcioğlu	Julian Cabrera
YES	X	X				X	X
NO							
ABSTAIN							
ABSENT			X	X	X		