

# PASSAIC ARTS AND SCIENCE CHARTER SCHOOL

## BOARD MINUTES

July 31<sup>th</sup>, 2014

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: **7:15PM**

**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**

<b>BOARD MEMBERS</b>	<b>P/A</b>
Ozgur Dogru-Voting Member ( Board President)	P
Jennifer A Chavenco -Voting Member(Vice President)	P
Yasemin Kunukcu-Treasurer	P
Taha Bayrak -Voting Member	A
Ismail Oral-Voting Member	P
Ozlem Yasar Avcioğlu-Voting Member	A
Julian Cabrera - Voting Member	A
Nihat Guvercin-Nonvoting m.-Lead Person	A
Vahit Sevinc- Nonvoting m.-School Coordinator	A
Yanivis Fragozo-Nonvoting m.-School Coordinator	P
Recep Ornek – Nonvoting m.-Board Secretary	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.*

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**VI. Presentations/Recognition:**

- Ms. Fragozo gave some information about the Summer Reading program that is being implemented in Passaic-ASCS. As of now, 17 students registered.

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

- No update and/or report

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

Motion to approve the June, 2014 board meeting minutes.

MOTIONED BY	J.CHAVECO		SECONDED BY	O.DOGRU		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

**IX. 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 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, 2014;

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 June 2014.

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:**

- Board Secretary's Cert of Accounts:** Pursuant to N.J.A.C. 6A:23-2.11, I certify that as of June 2014, 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 June 2014 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	Y.KUNUKCU		SECONDED BY	J.CHAVECO		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

**X. Regular Agenda Action Items:**

1. Motion to approve to award 'Technotime Business Solutions LLC as the lowest bidder for the 'Security Camera System and Data-Voice Cabling' bid. Bid Proposal Amount: \$110,294.94
2. Motion to approve insurance renewal policy with NJSBAIG under GR Murray brokerage.(Enclosure)
3. Motion to approve to apply for Safety Grants with GR Murray. (Enclosure)
4. Motion to approve the contact 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, 2014 and ending on June 30, 2015.
- 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.
5. Motion to approve to renew contract with Apple Educational Services for School Proprietary Software for 2014-2015 based on the contract amounts mentioned at the attachment. (*enclosure*)
6. Motion to approve student catering fees as mentioned below:

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

<b>PAID</b>	LUNCH \$2.90	BREAKFAST	\$1.90
<b>REDUCED</b>	LUNCH \$0.40	BREAKFAST	\$0.30

7. Motion to approve HIB cases attached.  
-No report was submitted
8. Motion to approve the field trip activity requests.  
-No field trip activity request

Program Name	Date	Employees/Board members	Event Cost	Travel & Other Costs

9. 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

**10. PERSONNEL/HR**

a. Motion to approve the new hires, re assignment, resignations mentioned below

NAME	POSITION	CAMPUS	AMOUNT	EXPLANATION
ERIN MCGUIRE	3 <sup>rd</sup> Grade Teacher	Elementary	\$45600	NEW HIRE
DAVID RAFFO	Social Studies Teacher	Middle	\$48400	NEW HIRE
JUSTIN BERTOLOZZI	Social Studies Teacher	Middle	\$48200	NEW HIRE
TUGBA GEMICI	ELA Teacher	Middle	TBD	NEW HIRE
NICOLE RAMOS	Kindergarten Aide	Elementary	\$28000	NEW HIRE
NICOLE PITEA	3 <sup>RD</sup> Grade Teacher	Elementary		RESIGNATION
DAVID RAFFO	Social Studies Teacher		\$48400	NEW HIRE
GIHAN NEGM				RESIGNATION
NECLA KUCUK	Teachers Aide from Passaic to Pater.			TRANSFER
DENNA KARPUZ				RESIGNATION
ASHLEY STEELE				RESIGNATION
MICHELLE BARAGONA				RESIGNATION
HANIFE YILDIZ				RESIGNATION
LISA NITSCHKE				RESIGNATION
ADAM MAGOBE				NON-RENEWAL
MIMOZA GROPA	Spe. Aide Teachers Aide-Transferred from Passaic to Bergen ASCS			TRANSFER
NICOLE SCARO	Substitute Nurse Replacement for Ms. Otun		\$50000	CHANGE

b. Motion to approve the stipend payments mentioned below for the curriculum writing program.

NAME	POSITION	AMOUNT
Kathy Asaro	Math Teacher	\$1250
Julie Melendez	Math Teacher	\$1250
Melissa Marash	English Teacher	\$1875
Zizlsperger, Liah	Kindergarten Teacher	\$2000
Nicole Pitea	Math Teacher	\$1250

c. Motion to approve School Nurse Ms. Nicole Scaro as a rehire for Passaic Middle and application for her emergency certificate renewal.

**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 10.

MOTIONED BY	J. CHAVECO		SECONDED BY	O.DOGRU		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

