

# PASSAIC ARTS AND SCIENCE CHARTER SCHOOL

## BOARD AGENDA

August 28<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: 7:26PM

**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)	A
Jennifer A Chaveco -Voting Member(Vice President)	P
Yasemin Kunukcu-Treasurer	A
Taha Bayrak -Voting Member	P
Ismail Oral-Voting Member	P
Ozlem Yasar Avcioglu-Voting Member	A
Julian Cabrera - Voting Member	P
Nihat Guvercin-Nonvoting m.-Lead Person	P
Vahit Sevinc- Nonvoting m.-School Coordinator	A
Yanivis Fragozo-Nonvoting m.-School Coordinator	A
Recep Ornek – Nonvoting m.-Board Secretary	A

ALSO PRESENT: MR.GUNEY, MR. COBAN

**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:**

- No update and/or report

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

- Mr. Guvercin provided some information and updates about the new school year such as; expansion and extension of each building with additional grades.

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

Motion to approve the July, 2014 board meeting minutes.

MOTIONED BY	J.CHAVECO		SECONDED BY	T.BAYRAK		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 July, 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 July 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 2014-15 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 July 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 July 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	T.BAYRAK		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 the NJASCS Media Policy. (Enclosure)
2. Motion to approve the NJASCS After School Policy. (Enclosure)
3. Motion to approve the NJASCS Inclement Weather Day Policy. (Enclosure)
4. Motion to approve the Student Handbook for the 2014-2015 school year. (Enclosure)
5. Motion to adapt the resolution authorizing execution of a joint purchasing agreement with Bergen ASCS and Paterson ASCS for an Employee Health Insurance Plan through Aetna Insurance Company
6. Motion to approve the field trip activity requests.

Program Name	Date	Employees/Board members	Event Cost	Travel & Other Costs
No Submission				

7. 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
No Submission				

**8. PERSONNEL/HR**

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

NAME	POSITION	AMOUNT	After Care	EXPLANATION
Tugba Gemic	ELA Teacher	\$42,000	\$3,000	

Kelly Flaherty	Math Teacher	\$42,000		
Muhammet Sengez	Scie. Olympd. Coordinator	\$35,000		
David Raffo	Social Studies Teacher	\$45,400	\$3,000	
Merve Copur	Math Teacher	\$46,000	\$3,000	
Justin Bertolozzi	Social Studies teacher	\$45,200	\$3,000	
Tiffany Robinson	ELA Teacher	\$50,000	\$3,000	
Edin Bilali	Full Time Substitute Teacher			
Erin McGuire	3 <sup>rd</sup> Grade Teacher	\$42,600	\$3,000	
Nikole Ramos	Kindergarten teacher	\$42,200	\$3,000	
Vanessa Tarentino	Kindergarten Teacher	\$42,200	\$3,000	
Julian Tapasco	Title I Teacher	\$30,000	\$3,000	
Janice Carter	Substitute Nurse	\$150 per day		
Theodore A. Katechis	Maintenance	\$15 per hour		
Carmine Battista	Part Time Security	\$20 per hour		
Eric R. Grob	Part Time Security	\$20 per hour		
Nicole Pitea				Resignation

- b. Motion to approve the master mentor teacher program for the following employees. Their salaries will be compensated by Rutgers University.

NAME	POSITION	AMOUNT
Lia Zizlperger	Kindergarten Teacher	
Melissa Marash	ELA Teacher	

- c. Motion to approve the schedule of stipend payments for the 2014 2015 fiscal year. The stipends payment is to be paid in two equal instalments

1<sup>st</sup> payment: December 19, 2014

2<sup>nd</sup> Payment: June 30, 2015

- d. Motion to approve the two-week lag in the payroll period in order to 1) eliminate late submissions of time sheets 2) produce an accurate payroll and 3) and reduce re-work.(Enclosure)

**Motion to Approve the Action Items:**

RESOLVED that the Passaic Arts and Science Charter School accepts above-identified agenda item(s) numbered X. 1-8.

MOTIONED BY	J.CHAVECO		SECONDED BY	I.ORAL		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	

XI. Other Items:

XII. Adjournment:

*Time: 7:59PM*

MOTIONED BY	J.CHAVECO		SECONDED BY	T.BAYRAK		PASSED	UNANIMOUSLY
ROLL CALL	Ozgur Dogru	Jennifer A Chavezco	Yasemin Kunukcu	Taha Bayrak	Ismail Oral	Ozlem Y. Avcioğlu	Julian Cabrera
YES		X		X	X		X
NO							
ABSTAIN							
ABSENT	X		X			X	