

# PASSAIC ARTS AND SCIENCE CHARTER SCHOOL

## BOARD MEETING MINUTES

October 23<sup>rd</sup>, 2014

**I. Call To Order**

This Regular Meeting of the Passaic Arts and Science Charter School Board of Trustees is called to order.  
Time: 7.20 P.M

**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
Jennifer A Chaveco -Voting Member(Vice President)	P
Yasemin Kunukcu-Treasurer	P
Taha Bayrak -Voting Member	A
Ismail Oral-Voting Member	P
Ozlem Yasar Avcioglu-Voting Member	P
Julian Cabrera - Voting Member	A
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

**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:**

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

- Round I of Teacher Observations
- Parent Picnic, October 18<sup>th</sup>
- Mr. Peter Ward, an attorney in Passaic County, visited our school and held an assembly on October 22<sup>th</sup>, 2014 for School Violence Awareness week
- Thursday, October 23<sup>th</sup>, 2014: Grandparents' Night at 5:30pm
- K-1 students, Alstede Farms, October 29<sup>th</sup>
- Fire Prevention Week program details

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

Motion to approve the September, 2014 board meeting minutes.

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	X	
NO								
ABSTAIN								
ABSENT					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 August, 2014;

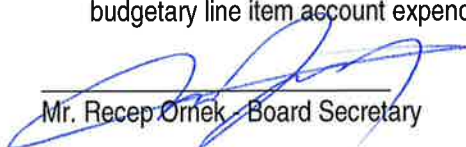
BE IT RESOLVED, that the Report of the Secretary and the Report of the Treasurer of School Moneys be accepted.

**Transfers:** Motion to approve the list of Transfer of Funds resolution for the period ending September 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 September 2014, no major budgetary line item account expenditure exceeds the amount appropriated by the charter Board of Trustees.

  
 Mr. Recep Ornek Board Secretary

10/23/14  
 Date

**b. Board Certification of Accounts**

RESOLVED, that after review of the Secretary's and Treasurer's reports for September 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	O. DOGRU		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	X	
NO							
ABSTAIN							
ABSENT				X			X

**X. Regular Agenda Action Items:**

1. Motion to approve 'Annual Charter School Fiscal Questionnaire' Fiscal Year: 2014-2015. (*enclosure*)
2. Motion to approve the recommendation of the Lead Person to adopt the following new/revised policies and regulations:

**Recording Attendance for a Full or Half Day Policy Revision**

3. Motion to approve HIB Cases attached.

NO HIB CASES reported.

4. Motion to approve the field trip activity requests listed below.

Program Name	Date	Grades/Attendees	Estimated Event Cost	Explanations
Adventure Aquarium	01/20/2015	60	\$ 751.32	
Museum of Natural History	11/11/2014	60(8th Grade)	\$ 751.32	
Bronx Zoo	12/03/2014	60(8 <sup>th</sup> Grade)	\$ 751.32	
Passaic City Hall	12/17/2014	30( School Glee Club)	\$ 62.61	

**5. PERSONNEL/HR**

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

NAME	POSITION	AMOUNT	Funding Source	After Care	EXPLANATION
Sarah Bright	Title I Teacher	\$30,000	Title-I (100%)	\$3,000	New Hire
Katherine Choe	ELA Teacher	\$30,000	Title-I (100%)	\$3,000	New Hire
Melissa Vaillancourt	Title I Teacher	\$30,000	Title-I (100%)	\$3,000	New Hire
Zofia Drapola	Science Teacher	\$30,000	Title-I (100%)	\$3,000	New Hire
Amber Cook	Substitute Nurse	\$150/per day	General Fund	NA	New Hire
Kamuran Soydan	Science Teacher	\$30/per hour	General Fund	NA	Re-assignment

b. Motion to approve the stipend payments and assigned positions listed below.

Last Name	First Name	Position	Stipend
Markowitz	Scott	Athletics Coordinator	\$3,000

c. Motion to approve attached job descriptions for 'School Nurse' position. (*enclosure*)

**Motion to Approve the Action Items:**

RESOLVED that the Passaic Arts and Science Charter School accepts above-identified agenda item(s) numbered X. 1-5.

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

XI. **Executive Session**

XII. **Other Items:**

XIII. **Adjournment:**

*Time: 8.15 P.M.*

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

**Respectfully submitted by**

**Recep Ornek**  
**Board Secretary/SBA**