

PASSAIC ARTS AND SCIENCE CHARTER SCHOOL

BOARD MEETING MINUTES

October 1st, 2015

7:00PM

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', 'Passaic County Superintendent's Office', and 'Passaic City Clerk's Office'. The Board reserves the right to act on any and all agenda items.

III. Flag Salute

IV. Roll Call by Board Secretary, Recep Ornek

BOARD MEMBERS	P/A
Ozgur Dogru(President)-Voting Member	A
Tawana Wilder (Vice President)-Voting Member	P
Ismail Oral(Board Member)-Voting Member	P
Ozlem Yasar Avcioglu(Board Member)-Voting Member	P
Julian Cabrera(Board Member)- Voting Member	P
Yasemin Kunukcu(Board Member)-Voting Member	P
Nihat Guvercin(CEO/Lead Person)-Non-Voting Member	P
Recep Ornek(SBA/Board Secretary) -Non-Voting Member	P
Christopher Lessard(Treasurer)-Non-Voting Member	A
Vahit Sevinc(School Director-Middle/High)-Non-Voting Member	P
Yanivis Fragozo(School Director-Interm.)-Non-Voting Member	A
Durim Memedi(School Director-Elem.)-Non-Voting Member	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. 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. CEO/Lead Person's & Administrator's Reports: Mr. Nihat Guvercin, Mr. Vehit Sevinc, Ms. Yanivis Fragozo, & Mr. Durim Memedi

<u>Grades</u>	<u>Enrollment-Max Seat</u>	<u>Occupied</u>
K-2	240	235
3-5	240	236
6-9	258	257

VIII. Approval of Previous Board Meeting Minutes:

201509-01 Motion to approve the August, 2015 board meeting minutes.

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

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

201509-02 **Approval of Bills:** Motion to approve the List of the Bills. (*Enclosure*)

201509-03 **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 August, 2015;

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

201509-04 **Transfers:** Motion to approve the list of Transfer of Funds resolution for the period ending August, 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 August, 2015, no major budgetary line item account expenditure exceeds the amount appropriated by the charter Board of Trustees.


Mr. Recep Ornek - Board Secretary

10/1/15
Date

b. Board Certification of Accounts

RESOLVED, that after review of the Secretary's and Treasurer's reports for August, 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 201509-01 through 201509-04.

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

X. Regular Agenda Action Items:

- 201509-05 Motion to approve the acceptance of Memorandum of Agreement between Education and Law Enforcement Officials for the 2015-2016 School Year. (Enclosure)
- 201509-06 Motion to approve the facility usage of Paterson Campus - \$2500 per school, per school-wide event.
- 201509-07 Motion to approve the revised Field Trip Activity Request Form (Enclosure)
- 201509-08 Motion to approve the application for the Safety Grant in the amount of \$1,942.40 and to receive the funds to use for the 2015/2016 school year.
- 201509-09 Motion to approve revised Dress Code Policy (Enclosure)
- 201509-10 Motion to approve the Parental Involvement Policy for 2015/2016 School Year. (Enclosure)
- 201509-11 Motion to approve the amendment of the charter agreement to add a third building.

**PASSAIC ARTS AND SCIENCE CHARTER SCHOOL
Board of Trustees**

Resolution Authorizing Charter Amendment Request

WHEREAS Passaic Arts and Science Charter School’s (“PASCS” or “School”) charter school application was granted by the New Jersey Commissioner of Education in 2011;

WHEREAS, since 2011, with approval of the New Jersey Department of Education (NJDOE), PASCS has occupied two school buildings located at 7 St. Francis Way, Passaic, New Jersey, 40 Tulip Street, Passaic, New Jersey; and as a result of increased enrollment, the Board of Trustees has determined that there is a need for an additional school building, and the administration has identified a suitable facility located at 6 Wall Street, Passaic, New Jersey;

WHEREAS the Board of Trustees has determined that an amendment to the School’s charter is necessary to authorize the School to operate at this additional school building;

WHEREAS the proposed charter amendment would not change the mission, goals, or objectives of the School; and

WHEREAS a charter amendment requires approval of the Commissioner of Education after an opportunity for comment has been provided to the board of education of the charter school’s district of residence and the Executive County Superintendent;

NOW, THEREFORE, BE IT RESOLVED that the Lead Person is hereby authorized and directed to submit to the Commissioner of Education a request for approval of an amendment of the School's charter, to provide that the school facilities are and shall be located at three locations: 7 St. Francis Way, Passaic, New Jersey; 40 Tulip Street, Passaic, New Jersey; and 6 Wall Street, Passaic, New Jersey; and the Lead Person is further authorized and directed to forward a copy of the request to the Superintendents of the Passaic School District and to the Executive County Superintendent of Passaic County.

201509-12 Motion to approve the amendment of the charter agreement for expansion. (Enclosure)

**PASSAIC ARTS AND SCIENCE CHARTER SCHOOL
Board of Trustees**

Resolution Authorizing Charter Amendment Request-Expansion

WHEREAS Passaic Arts and Science Charter School's Charter School Application (its Charter) was granted by the New Jersey Commissioner of Education in 2011; and

WHEREAS the Board of Trustees of Passaic Arts and Science Charter School has determined that an amendment to its Charter, to authorize expanding student enrollment, and adding the city of Clifton, NJ to the charter's district of residence would be beneficial; and

WHEREAS a proposed enrollment chart, reflecting the School's authorized grade levels and maximum student enrollment upon approval of the proposed charter amendment, is attached hereto; and

WHEREAS the proposed charter amendment would not change the mission, goals or objectives of the school; and

WHEREAS a charter amendment requires approval of the Commissioner of Education after an opportunity for comment has been provided to the board of education of the charter school's district of residence and the Executive County Superintendent;

NOW, THEREFORE, BE IT RESOLVED that the Lead Person is hereby authorized and directed to submit a request for approval of the proposed amendment of the school's Charter to the Commissioner of Education, and to forward a copy of the request to the Superintendent of the Passaic Public Schools District, Superintendent of the Clifton Public Schools District, and to the Executive County Superintendent of Passaic County.

201509-13 Motion to approve the PTC (Pathway to College) Advisory Program. (Enclosure)

201509-14 Motion to accept the grant in the amount of \$11,115.00 in regards to the 2014 National School Lunch Program Equipment Assistance.

201509-15 Motion to approve HIB report at the enclosed form. (No Submission)

201509-16 Motion to approve the field trip activity requests listed below.

Program Name/Place	Date(s)	Grades/Attendees	Event Cost for School	Explanations
Robotics & Science Olympiad Practice Camp/West Kill, NY	10/9/15-10/12/15	Selected Students- Science Olympiad	\$200 approx. for bus. \$850 for Hotel & Food	Science
Alstede Farms, Chester, NJ	10/21/15	KA-KD, 20 Staff & Chaperones	\$850 approx. for bus.	Health
Alstede Farms, Chester, NJ	10/22/15	1A-1D, 16 Staff & Chaperones	\$850 approx. for bus.	Health
Barclay Center, Brooklyn, NY	10/5/15	K-9 Graders(Open to All)	\$850 approx. for bus	Community Relations

PERSONNEL/HR

201509-17 Motion to approve the new hires, re assignment, and resignations listed. (Enclosure)

201509-18 Motion to approve the stipend payments and assigned positions listed. (Enclosure)

2015-2016	Head Coaches		Asst. Coaches	
	HS	MS	HS	MS
SPORTS				
Soccer B	\$ 2,500	\$ 1,500	\$ 1,500	\$ 750
Soccer G	\$ 2,500	\$ 1,500	\$ 1,500	\$ 750
CROSS COUNTRY B	\$ 2,000	\$ 1,000	\$ 1,000	\$ 500
CROSS COUNTRY G				
VOLLEYBALL	\$ 2,000	\$ 1,000	\$ 1,000	\$ 500
BASKETBALL B	\$ 2,500	\$ 1,500	\$ 1,500	\$ 750
BASKETBALL G	\$ 2,500	\$ 1,500	\$ 1,500	\$ 750
BASKETBALL ELM	NA	\$ 750	NA	NA
FLAG FOOTBALL	NA	\$ 1,000	NA	\$ 500
BOWLING	\$ 2,000	NA	NA	NA
WINTER TRACK BG	\$ 2,000	\$ 1,000	\$ 1,000	\$ 500
SOFTBALL	\$ 1,500	NA	\$ 750	NA
BASEBALL	\$ 1,500	NA	\$ 750	NA
SPRING TRACK BG	\$ 2,000	\$ 1,000	\$ 1,000	\$ 500
CHEER / DANCE	\$ 1,500	\$ 750	NA	NA
TOTAL	\$ 24,500	\$ 12,500	\$ 11,500	\$ 5,500
Bergen-ASCS	\$ 55,000	Total for all coaching		
Passaic-ASCS	\$ 25,000	Total for all coaching		
Paterson-ASCS	\$ 18,000	Total for all coaching		

201509-19 Motion to approve the attendance to and costs of the following workshops/conferences/programs as requested by the following faculty members: (No Submission)

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
2015 ELA Common Core & PARCC Consortium	10/8,10/20,11/9,11/17, & 12/10	Melissa Marash	\$400	\$0.31/mile, tolls & parking if applicable
2015 ELA Common Core & PARCC Consortium	10/8,10/20,11/9,11/17, & 12/10	David Raffo	\$400	\$0.31/mile, tolls & parking if applicable
Art Educators of NJ, Long Branch NJ-Art	10/4-10/6	Kayla Blodgett, Lisa Miller, & Gina Serritella	\$640	\$0.31/mile, tolls & parking if applicable
Art Educators of NJ, Long Branch NJ-Science	10/4-10/6	Alban Biba & Zophia Drapala	\$350	\$0.31/mile, tolls & parking if applicable

Motion to Approve the Agenda Action Items:

RESOLVED that the Passaic Arts and Science Charter School accepts above-identified consent agenda item(s) numbered 201509-05 through 201509-19.

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

Motion to return to Public Session:

TIME:

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

XII. Other Items: Training 9/26/15
Training went very well and looking forward to more training sessions.

XIII. Adjournment:

TIME: 7:46PM

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