

BERGEN ARTS AND SCIENCE CHARTER SCHOOL

BOARD MEETING MINUTES

December 8th, 2016

6:00 PM

I. Call To Order

This Regular Meeting of the Bergen Arts and Science Charter School Board of Trustees is called to order
Time: 6:10PM

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 Bergen 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', 'Bergen County Superintendent's Office', 'Hackensack City Clerk's Office', 'Garfield City Clerk's Office' and 'Lodi Borough 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

BOARD MEMBERS	P/A
Murat Teke (President)-Voting Member	P
Jordania Gonzales (Vice President)-Voting Member	P
Beatriz Rodriguez (Vice President)-Voting Member	A
Ozgur Dogru (Board Member)-Voting Member	A
Sancar Avcioglu (Board Member)-Voting Member	A
Lori Manning (Board Member)-Voting Member	P
Alejandrina Banch-Almodevar (Board Member)-Voting Member	P
Nihat Guvercin (CEO/Lead Person)-Nonvoting Member	A
Mustafa Coban (SBA/Board Secretary)-Nonvoting Member	P
Christopher Lessard (Treasurer)-Nonvoting Member	A
Ufuk Zini (School Director-High School)-Nonvoting Member	P
Yunus Kuloglu (School Director-Middle School)-Nonvoting Member	A
Sheila Goodstein (School Director-El. School)-Nonvoting Member	P

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 address the agenda items only. Board President or designee closes the public comment session on any topic.

VI. Presentations / Recognitions:

VII. CEO/Lead Person's & Administrator's Reports: Mr. Nihat Guvercin, Mr. Ufuk Zini, Mr. Yunus Kuloglu, & Mrs. Sheila Goodstein

<u>Grades</u>	<u>Enrollment Max Seat</u>	<u>Occupied</u>
K-3	400	397
4-8	440	435
9-12	280	292

VIII. Approval of Previous Board Meeting Minutes:

201612-01 Motion to approve November, 2016 board meeting minutes.

MOTIONED BY	M Teke		SECONDED BY	J Gonzalez		PASSED	Unanimously
ROLL CALL	Murat Teke	Jordania Gonzalez	Lori Manning	Ozgur Dogru	Sancar Avcioglu	Beatriz Rodriguez	Alejandrina Banch
YES	X	X	X				X
NO							
ABSTAIN							
ABSENT				X	X	X	

IX. Financial Section: Mustafa Coban, Board Secretary

201612-02 **Approval of Bills:** Motion to approve the List of the Bills. (Enclosure)

201612-03 **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 September, 2016;

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

201612-04 **Transfers:** Motion to approve the list of Transfer of Funds resolution for the period ending October 2016;

BE IT RESOLVED, by the Board of Trustees of Bergen Arts and Science Charter School that the attached inter-appropriation transfer made on the financial records of the Board affecting 2016-17 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 October 2016, no major budgetary line item account expenditure exceeds the amount appropriated by the charter Board of Trustees.

b. Board Certification of Accounts

RESOLVED, that after review of the Secretary's and Treasurer's reports for October 2016 and based upon consultation with and representations of the appropriate officials (Secretary, Treasurer, Business Administrator and Lead Person), the Board of Trustees of Bergen 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.


Mustafa Coban - Board Secretary

12-08-2016
Date

Motion to Approve the Financial Section:

RESOLVED that the Bergen Arts and Science Charter School accepts above-identified consent agenda item(s) numbered 201612-02 through 201612-04.

MOTIONED BY	A Banch		SECONDED BY	M Teke		PASSED	Unanimously
ROLL CALL	Murat Teke	Jordania Gonzalez	Lori Manning	Ozgur Dogru	Sancar Avcioglu	Beatriz Rodriguez	Alejandrina Banch
YES	X	X	X				X
NO							
ABSTAIN							
ABSENT				X	X	X	

X. Regular Agenda Action Items

- 201612-05 Motion to approve recommendation of the Lead Person for the allowance of bonus payment as 1.5% to be submitted to all staff based on their gross annual salaries to be placed for their hard work and motivation.
- 201612-06 Motion to approve the Santander Bank to be the official depository for school funds. The checking accounts in this bank be official depositories, listed below:
 - Operating General Account
 - Payroll
 - Payroll-Agency
 - Health Benefits Account (FSA)
 - Student Activity Fund
 - Enterprise/Cafeteria
 - Escrow account
- 201612-07 Motion to approve the 2016-2017 Nursing Plans. (Enclosures)
- 201612-08 Motion to approve the Cost Sharing Agreement among Bergen, Passaic, Paterson, & Hudson ASCS. (Enclosure)
- 201612-09 Motion to approve the Updated Teachers Salary Scale (Enclosure)
- 201612-10 Motion to approve the closure of official depository accounts with Wells Fargo Bank.
- 201612-11 Motion to approve the revised Tuition Reimbursement Policy (Enclosure)
- 201612-12 Motion to approve HIB report at the enclosed form. (No Submission)
- 201612-13 Motion to approve the field trip activity requests listed below.

Program Name/Place	Date	Grades/Attendees	Event Cost for School	Explanations
Medieval Times, Lyndhurst, NJ	3/10/17	7 th Graders	\$950.00 Approx. for Bus	Social Studies
Camelback Lodge, Tannersville, PA	5/24-5/25/17	8 th Graders	\$950.00 Approx. for Bus	Graduation Trip
Hudson ASCS, Kearny NJ	2/10/17	6-8 th Graders	\$175.00 Approx for Bus.	Battle of the Books
SIA Winter Conference, Kean University, Union, NJ	1/19/17	High School	\$240.00 Approx for Bus.	Project Learning and Leadership
Science Olympiad, Cranford, NJ	1/10/17	High School	\$780.00 Approx for bus	Science Olympiad

PERSONNEL/HR

201612-14 Motion to approve the new hires, re-assignment, leaves, and resignations. (Enclosure)

Full Name	Position	FT/PT	Salary	After School	Details	Campus
Bucev, Nedko	Art Teacher		\$44,400		Transfer	Middle
Debrova, Dritan					Resigned	Middle
Early, Glenn	Substitute Teacher	PT	\$120/day	NA	New Hire	All Campuses
Pacheco, Katherina	Math Teacher				Resigned	Middle
Ustunkol, Ali Bekir	Information Technology Asst. Coord.		\$36,414	NA	New Hire	Middle

201612-15 Motion to approve the stipend payments and assigned positions listed. (No Submission)

201612-16 Motion to approve the attendance to and costs of the following workshops/conferences/programs as requested by the following faculty members listed below.

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(s)	Employees/Board members	Event Cost	Travel & Other Costs
The DAANJ, Atlantic City, NJ	3/13-3/17/16	Nazmi Mehmedi	\$375.00	\$0.31/mile, tolls & parking if applicable
Legal One Anti Bullying, New Providence, NJ	1/17/17	Erdal Yilmaz & Patrick Rehnahan	\$300.00	\$0.31/mile, tolls & parking if applicable

Motion to Approve the Agenda Action Items:

RESOLVED that the Bergen Arts and Science Charter School accepts above-identified consent agenda item(s) numbered 201612-05 through 201612-16.

MOTIONED BY	L Manning		SECONDED BY	A Banch		PASSED	Unanimously
ROLL CALL	Murat Teke	Jordania Gonzalez	Lori Manning	Ozgur Dogru	Sancar Avcioglu	Beatriz Rodriguez	Alejandrina Banch
YES	X	X	X				X
NO							
ABSTAIN							
ABSENT				X	X	X	

XI. Executive Session

WHEREAS, pursuant to N.J.S.A. 10:4-12(b), the Board of Trustees 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 Trustees 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 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	Murat Teke	Jordania Gonzalez	Lori Manning	Ozgur Dogru	Sancar Avcioglu	Beatriz Rodriguez	Alejandrina Banch
YES							
NO							
ABSTAIN							
ABSENT							

Motion to return to Public Session:

TIME:

MOTIONED BY			SECONDED BY			PASSED	
ROLL CALL	Murat Teke	Jordania Gonzalez	Lori Manning	Ozgur Dogru	Sancar Avcioglu	Beatriz Rodriguez	Alejandrina Banch
YES							
NO							
ABSTAIN							
ABSENT							

XII. Other Items:

MOTIONED BY	J Gonzalez		SECONDED BY	L Manning		PASSED	Unanimously
ROLL CALL	Murat Teke	Jordania Gonzalez	Lori Manning	Ozgur Dogru	Sancar Avcioglu	Beatriz Rodriguez	Alejandrina Banch
YES	X	X	X				X
NO							
ABSTAIN							
ABSENT				X	X	X	

XIII. Adjournment

TIME: 6:59 PM

MOTIONED BY	J Gonzalez		SECONDED BY	L Manning		PASSED	Unanimously
ROLL CALL	Murat Teke	Jordania Gonzalez	Lori Manning	Ozgur Dogru	Sancar Avcioglu	Beatriz Rodriguez	Alejandrina Banch
YES	X	X	X				X
NO							
ABSTAIN							
ABSENT				X	X	X	

Mr. Mustafa Coban - Board Secretary

Respectfully Submitted

Motion to return to Public Session:**TIME:**

MOTIONED BY	J Gonzalez		SECONDED BY	L Manning		PASSED	Unanimously
ROLL CALL	Murat Teke	Jordania Gonzalez	Lori Manning	Ozgur Dogru	Sancar Avcioglu	Beatriz Rodriguez	Alejandrina Banch
YES							
NO							
ABSTAIN							
ABSENT							

XII. Other Items:

MOTIONED BY	J Gonzalez		SECONDED BY	L Manning		PASSED	Unanimously
ROLL CALL	Murat Teke	Jordania Gonzalez	Lori Manning	Ozgur Dogru	Sancar Avcioglu	Beatriz Rodriguez	Alejandrina Banch
YES	X	X	X				X
NO							
ABSTAIN							
ABSENT				X	X	X	

XIII. Adjournment**TIME: 6:59 PM**

MOTIONED BY	J Gonzalez		SECONDED BY	L Manning		PASSED	Unanimously
ROLL CALL	Murat Teke	Jordania Gonzalez	Lori Manning	Ozgur Dogru	Sancar Avcioglu	Beatriz Rodriguez	Alejandrina Banch
YES	X	X	X				X
NO							
ABSTAIN							
ABSENT				X	X	X	

 Mr. Mustafa Coban - Board Secretary

Respectfully Submitted