

BERGEN ARTS AND SCIENCE CHARTER SCHOOL

BOARD MEETING MINUTES

February 16th, 2017

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: 6:14 PM

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 or all agenda items.

III. Flag Salute

IV. Roll Call by Board Secretary

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

Parents of Bergen ASCS-Middle Campus attended meeting concerning an issue at the Bergen Middle School. Mr. Guvercin gave insight and action plan including Mr. Patire to follow up.

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 | 393 |
| 4-8 | 440 | 432 |
| 9-12 | 295 | 287 |

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

201702-01 Motion to approve January, 2017 board meeting minutes.

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

IX. **Financial Section:** *Mustafa Coban, Board Secretary*

201702-02 **Approval of Bills:** Motion to approve the List of the Bills. (*Enclosure*)

201702-03 **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 January, 2017;

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

201702-04 **Transfers:** Motion to approve the list of Transfer of Funds resolution for the period ending January 2017;

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 January 2017, 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 January 2017 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
Mustafa Coban - Board Secretary

3-22-2017
Date

Motion to Approve the Financial Section:

RESOLVED that the Bergen Arts and Science Charter School accepts above-identified consent agenda item(s) numbered 201702-02 through 201702-04.

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

X. Regular Agenda Action Items

- 201702-05 Motion to approve the Bio-Security and Safety Security Plans for 2016/2017 School Year. (Enclosure)
- 201702-06 Motion to approve the iLearn Schools/Bergen ASCS Academic School Calendar 2017-2018. (Enclosure)
- 201702-07 Motion to adopt the following updated policies 5141.3 Health Examinations and Immunizations; 5141.6, Suicide Prevention; 6114, Emergency and Disaster Preparedness; 6142, Subject Fields; 6142.4, Physical Education and Health; 6142.10, Internet Safety and Technology; 6145, Extracurricular Activities; 6145.1 & 6145.2, Intramural, Interscholastic Competition; 6162.5, Research (Enclosures)
- 201702-08 Motion to approve HIB report at the enclosed form. (No Submission)
- 201702-09 Motion to approve the revised NCLB and IDEA budget

| Function / Object | | Title I Part A | Title II Part A | Title III |
|-------------------|--------------------------|--|-----------------|-----------|
| 100 | | Instruction | | |
| 100-100 | Instructional Salaries | \$116,315 | | \$6,000 |
| 100-300 | Purchased Services | \$53,695 | | |
| 100-600 | Instructional Supplies | \$90,222 | | \$2,514 |
| 200 | | Support Services | | |
| 200-200 | Benefits | \$30,242 | | \$459 |
| 200-500 | Other Purchased Services | | \$1,747 | \$1,037 |
| 400 | | Fac. Acq. and Construction Ser. | | |
| 400-731 | Instructional Equipment | \$11,580 | | |
| PGM ADM | | Program Administration | | |
| PGM ADM | | \$15,898 | | |
| Total Budgeted | | \$317,952 | \$1,747 | \$10,010 |

| Function / Object | Expenditure Category | IDEA-BASIC | PRE-SCHOOL |
|-------------------|---------------------------------------|------------|------------|
| 100 | Instruction | | |
| 100-100 | Personal Services - Salaries | \$ 140,080 | \$ 1,939 |
| 100-300 | Instruction Purchased Services | \$ 12,000 | |
| 200 | Support Services | | |
| 200-200 | Employee Benefits | \$ 10,716 | \$ 504 |
| | Total Project Budgeted | \$ 162,796 | \$ 2,443 |

201702-10 Motion to approve the field trip activity requests listed below.

| Program Name/Place | Date | Grades/Attendees | Event Cost for School | Explanations |
|-------------------------------------|---------|------------------------------------|--------------------------|----------------|
| Statue of Liberty/Ellis Island Tour | 3/23/17 | 6 th Grade & Chaperones | \$840.00 Approx. for Bus | Social Studies |

PERSONNEL/HR

201702-11 Motion to approve the new hires, re-assignment, leaves, and resignations. (Enclosure)

| Full Name | Position | FT/PT | Salary | After School | Details | Campus |
|--------------------|--------------------|-------|------------|--------------|----------|--------------|
| Ayme, Roberto | Custodian | PT | \$15/hr | NA | New Hire | All Campuses |
| Gurbanova, Guljema | Substitute Teacher | PT | \$100/day | NA | New Hire | All Campuses |
| Ismani, Shefkete | Custodian | PT | \$15/hr | NA | New Hire | All Campuses |
| James, Valerie | Security | PT | \$20.50/hr | NA | New Hire | All Campuses |
| Veshi, Oliger | Custodian | PT | \$100/day | NA | New Hire | All Campuses |

201702-12 Motion to approve the stipend payments and assigned positions listed. (No Submission)

201702-13 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 |
|---|---------|-------------------------|------------|--|
| Center for Literacy at Rutgers Univ. (ELA) | 3/2/17 | Amanda Reihard | \$150.00 | \$0.31/mile, tolls & parking if applicable |
| Center for Literacy at Rutgers Univ. (ELA) | 3/2/17 | Maura Acox | \$150.00 | \$0.31/mile, tolls & parking if applicable |
| Center for Literacy at Rutgers Univ. (ELA) | 3/2/17 | Hatixhe Kacidhe | \$150.00 | \$0.31/mile, tolls & parking if applicable |
| Center for Literacy at Rutgers Univ. (ELA) | 3/2/17 | Seritus Wilkins | \$150.00 | \$0.31/mile, tolls & parking if applicable |
| Center for Literacy at Rutgers Univ. (ELA) | 3/2/17 | Cheryl Selden | \$150.00 | \$0.31/mile, tolls & parking if applicable |
| Center for Literacy at Rutgers Univ. (ELA) | 3/2/17 | Jennifer Panico | \$150.00 | \$0.31/mile, tolls & parking if applicable |
| NJTesol/NJBE (ESL), New Brunswick | 5/31/17 | Linda Timirci | \$279.00 | \$0.31/mile, tolls & parking if applicable |
| NJTesol/NJBE (ESL), New Brunswick | 5/31/17 | Gonca Cosgun | \$279.00 | \$0.31/mile, tolls & parking if applicable |
| NJTesol/NJBE (ESL), New Brunswick | 5/31/17 | Marina Cakan | \$279.00 | \$0.31/mile, tolls & parking if applicable |
| NJAHPerd (Phys Ed) | 2/27/17 | Katarzyna Kasica | \$170.00 | \$0.31/mile, tolls & parking if applicable |
| NJAHPerd (Phys Ed) | 2/27/17 | Gazmend Sabani | \$170.00 | \$0.31/mile, tolls & parking if applicable |
| NJAHPerd (Phys Ed) | 2/27/17 | Jason Durham | \$170.00 | \$0.31/mile, tolls & parking if applicable |
| Legal One Hot Issues in Special Education Law | 3/10/17 | Antonia Strothers | \$150.00 | \$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 201702-05 through 201702-13.

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

| MOTIONED BY | J Gonzalez | | 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 | X |
| NO | | | | | | | |
| ABSTAIN | | | | | | | |
| ABSENT | | | X | | X | | |



Mr. Mustafa Coban - Board Secretary

Respectfully Submitted