

BERGEN ARTS AND SCIENCE CHARTER SCHOOL

BOARD MEETING MINUTES

September 15th, 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: **6:18PM**

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 | P |
| Ozgur Dogru (Board Member)-Voting Member | A |
| Sancar Avcioglu (Board Member)-Voting Member | A |
| Lori Manning (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 | 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 August 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 Kulagozo, & Mrs. Sheila Goodstein*

| Grades | Enrollment Max Seat | Occupied |
|--------|---------------------|----------|
| K-3 | 400 | 398 |
| 4-8 | 444 | 397 |
| 9-12 | 295 | 278 |

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

201609-01 Motion to approve August, 2016 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 | |
| YES | X | X | | | | X | |
| NO | | | | | | | |
| ABSTAIN | | | X | | | | |
| ABSENT | | | | X | X | | |

There was discussion regarding Ms. Manning requesting comments be recorded. As discussed and agreed, comments will be recorded for the agenda action items.

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

201609-02 **Approval of Bills:** Motion to approve the List of the Bills. (*Enclosure*)

201609-03 **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, 2016;

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

201609-04 **Transfers:** Motion to approve the list of Transfer of Funds resolution for the period ending August, 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 August, 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 August, 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

10-20-2016
 Date

Motion to Approve the Financial Section:

RESOLVED that the Bergen Arts and Science Charter School accepts above-identified consent agenda item(s) numbered 201609-02 through 201609-04.

| MOTIONED BY | J GONZALEZ | | SECONDED BY | O Dogru | | PASSED | Unanimously |
|-------------|------------|-------------------|-------------|--------------|-------------|--------|-------------|
| | Murat Teke | Jordania Gonzalez | | Lori Manning | Ozgur Dogru | | |
| ROLL CALL | | | | | | | |
| YES | X | X | X | | | X | |
| NO | | | | | | | |
| ABSTAIN | | | | | | | |
| ABSENT | | | | X | X | | |

X. Regular Agenda Action Items

- 201609-05 Motion to approve the Ivy Test Prep Contract for 2016-2017 School Year. (Enclosure)
- 201609-06 Motion to approve the revised Tuition Reimbursement Policy. (Enclosure)
- 201609-07 Motion to approve the lease extension and modification agreement for Bergen Elementary School Building to include the use annex church building and to extend the lease term to August 30, 2027. (Enclosure)
- 201609-08 Motion to approve the financing agreement between Bergen ASCS and Municipal Leasing Consultants, its Agent or Assignee to purchase a 54 passenger bus from H.A DeHart & Son, Inc. in the amount of \$99,390.41 which includes interest over 5 years. (Enclosure)
- 201609-09 Motion to approve the lease agreement between Bergen ASCS and Wells Fargo Vendor Financial Services LLC for the purchase of Apple Products in the amount of \$66,989 plus a lease rate of 0.35290 over 36 months.
- 201609-10 Motion to approve the Student Handbooks for the 2016-2017 School Year (Enclosure)
- 201609-11 Motion to approve the revised Local Wellness-Nutrition Policy (Enclosure)
- 201609-12 Motion to approve the School Integrated Pest Management Plan for the 2016-2017 School Year (Enclosure)
- 201609-13 Motion to approve the following Policy Updates: (Enclosure)

| |
|---|
| 4211 Recruitment, Hiring and Selection (noncertified staff) |
| 4231/4231.1 Staff Development, In-service Education, Visitation, Conferences (noncertified staff) |
| 5114 Suspension and Expulsion |
| 2224 Nondiscrimination/Affirmative Action |
| 4111 Recruitment, Hiring and Selection |
| 4111.1/4211.1 Nondiscrimination/Affirmative Action |
| 4131/4131.1 Staff Development, In-service Education, Visitation, Conferences |
| 5145.4 Equal Educational Opportunity |
| 6121 Nondiscrimination/Affirmative Action |
| 6142.2 English as a Second Language; Bilingual Programs |

| |
|---|
| 6142.12 Career and Technical Education |
| 6147 Standards of Proficiency |
| 6172 Alternative Education Programs |
| 4113/4213 Assignment and Transfer |
| 6146.2 Promotion and Retention |
| 6164.4 Guidance Services |
| 6171.1 Remedial Instruction |
| 6171.2 Gifted and Talented |
| 1120 Board of Trustee Meetings |
| 2131 Lead Person |
| 2240 Evaluation, Planning and Annual Report |
| 2255 Action Planning for Charter Renewal |

201609-14 Motion to approve HIB report at the enclosed form. (No Submission)

201609-15 Motion to approve the field trip activity requests listed below.

| Program Name/Place | Date | Grades/Attendees | Event Cost for School | Explanations |
|--|----------|--|------------------------|----------------------------|
| NJ State House and Barracks, Trenton, NJ | 10-13-16 | All 8 th Graders, Chaperones, Staff | \$1080 Approx. for Bus | Social Studies, Government |

PERSONNEL/HR

201609-16 Motion to approve the new hires, re-assignment, leaves, and resignations. (Enclosure)

| Full Name | Position | FT/PT | Salary | After School | Details | Campus |
|--------------------|------------------------|-------|-----------|--------------|-----------------|------------|
| Alaca-Sirin, Zehra | Math Teacher | FT | \$ 46,200 | \$ 3,000 | New Hire | Middle |
| DeJesus, Jaida | 1st Grade Teacher | FT | \$ 42,200 | \$ 3,000 | New Hire | Elementary |
| Kucuk, Necla | F-T Substitute Teacher | FT | \$ 30,000 | \$ 3,000 | Reassigned | Middle |
| Timirci, Linda | ESL Teacher | FT | \$ 46,600 | \$ 3,000 | New Hire | Middle |
| Sheikh, Walla | ESL Teacher | | | | Resigned | Middle |
| Cosgun, Gonca | ESL Teacher | | | | Maternity Leave | Middle |

201609-17 Motion to approve the stipend payments and assigned positions listed. (Enclosure)

| Sports | Head | Asst | MS Head | MS Asst | |
|-------------------------------------|--------------|--------------------------|-------------|-------------|--------------|
| Soccer B | \$ 3,000 | \$ 2,000 | \$ 1,500 | \$ - | |
| Soccer G | \$ 3,000 | \$ 1,000 | \$ 1,500 | \$ - | |
| CROSS COUNTRY B | \$ 2,000 | \$ 1,000 | \$ - | \$ - | |
| CROSS COUNTRY G | | | | | |
| VOLLEYBALL B | \$ 3,000 | \$ 1,500 | \$ - | \$ - | |
| VOLLEYBALL G | \$ 3,000 | \$ 2,500 | \$ - | \$ - | |
| BASKETBALL B | \$ 4,000 | \$ 3,000 | \$ 1,500 | \$ 1,000 | |
| BASKETBALL G | \$ 4,000 | \$ 3,000 | \$ 1,500 | \$ 1,000 | |
| BASKETBALL ELM | \$ - | \$ - | \$ 750 | \$ - | |
| Basketball Elm | \$ - | \$ - | \$ 750 | \$ - | |
| FLAG FOOTBALL | \$ - | \$ - | \$ - | \$ - | |
| BOWLING | \$ 2,000 | \$ - | \$ - | \$ - | |
| WINTER TRACK BG | \$ - | \$ - | \$ - | \$ - | |
| SOFTBALL | \$ 2,500 | \$ 1,000 | \$ - | \$ - | |
| BASEBALL | \$ 2,500 | \$ 1,000 | \$ - | \$ - | |
| SPRING TRACK BG | \$ 2,000 | \$ 1,000 | \$ - | \$ - | |
| CHEER / DANCE | \$ - | \$ - | \$ - | \$ - | |
| | \$ 31,000.00 | \$ 17,000.00 | \$ 7,500.00 | \$ 2,000.00 | \$ 55,500.00 |
| Battle of the Books (Grades 4-6) | \$1,000.00 | English Language Arts | | | |

201609-18 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 |
|---|-----------|-------------------------|------------|--|
| NJ State Interscholastic Athletic Association | 2016-2017 | Nazmi Mehmedi | \$2,150.00 | \$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 201609-06 through 201609-18.

| MOTIONED BY | L Manning | | SECONDED BY | M Teke | | PASSED | Unanimously |
|-------------|------------|-------------------|-------------|--------------|-------------|-------------------|-------------|
| | Murat Teke | Jordania Gonzalez | | Lori Manning | Ozgur Dogru | | |
| ROLL CALL | | | | | | Beatriz Rodriguez | |
| YES | 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 | |
| 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 | |
| YES | | | | | | | |
| NO | | | | | | | |
| ABSTAIN | | | | | | | |
| ABSENT | | | | | | | |

XII. Other Items:

XIII. Adjournment

TIME: 7:43PM

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

Mr. Mustafa Coban - Board Secretary

Mustafa Coban
Respectfully Submitted