

PATERSON CHARTER SCHOOL FOR SCIENCE AND TECHNOLOGY
 196 W. Railway Ave., Paterson, NJ 07503
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 www.pcsst.org

BOARD OF TRUSTEES
REGULAR MEETING

Date : August 16, 2017/7:00 pm
Place : 196 W. Railway Ave., Paterson, NJ 07503/Library-Media Center

MINUTES

I. The Regular Meeting of the Paterson Charter School for Science and Technology is called to order at 7:30 pm when the quorum of the board was reached. Mr. Aydin read the open public meeting act statement and thereafter led the flag salute.

Open Public Meeting Act Statement

This meeting has been publicized in accordance with the requirements of the New Jersey Open Public Meetings Act, Chapter 231, P.L. 1975 and notification given to all appropriate parties. The notice of this meeting was posted in The Record, The Herald News, Passaic County Clerk's Office, Paterson City Clerk's Office, and the school website.

Flag Salute

I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

Roll Call by Board Secretary, Mr. Matt A. Anar:

Trustee	Attendance	Trustee	Attendance
Mr. Aydin	Present	Mrs. McDuffie	Present
Mr. Yildiz	Absent	Mr. Koroglu	Present

Also Present:

Member	Position	Attendance
Mr. Riza	Lead Person	Present
Mr. Anar	SBA/Board Secretary	Present
Mr. Yazici	Asst. SBA/Asst. Board Secretary	Present

II. **Acceptance of Minutes**

Motion by Mr. Aydin seconded by Mr. Koroglu to accept the following minutes of the Board of Trustees Meeting (Minutes forwarded to Trustees via e-mail.):

- ❖ Regular Meeting of July 20, 2017.
- ❖ Executive Sessions I and II of July 20, 2017.

Roll Call: All in favor. The motion **PASSED** unanimously.

- III. Motion by Mr. Koroglu seconded by Mrs. McDuffie to adopt the agenda as presented.
Roll Call: All in favor. The motion **PASSED** unanimously.

- IV. Public Comment Session
No Public presence at the meeting.

V. Board Members and Officers Election

Mr. Anar announced that one parent and two community member seats are vacant due to recent resignations.

1. Announcement of candidate(s) by the Board Member Nominating Committee:
Board Member Nominating Committee reported that **Mrs. Verna Brown** has submitted a letter of interest for the open parent seat.

2. Vote for Board Member Election:

Mr. Aydin was appointed as temporary chair to conduct election.

- a. Mr. Aydin opened the floor to nominations for the Parent Member of the Board of Trustees. Mr. Aydin nominated **Mrs. Verna Brown** seconded by Mrs. McDuffie. There being no further nominations, Mr. Aydin called for a vote. **Mrs. Verna Brown** was elected for a three-year term, ending 8/31/2020, by unanimous voice vote.

3. Officers Election:

Mr. Anar held the election of President and Vice President.

- a. Mr. Anar opened the floor to nominations for President of the Board of Trustees. Mr. Koroglu nominated Mr. Aydin seconded by Mrs. McDuffie. There being no further nominations, Mr. Anar closed the floor to nominations and called for a vote. **Mr. Aydin** was voted **President of the Board of Trustees** of Paterson Charter School for Science and Technology and elected by unanimous voice vote. Mr. Anar handed the gavel to Mr. Aydin who presided over the remainder of the meeting.

- b. Mr. Aydin opened the floor to nominations for Vice President. Mrs. McDuffie nominated Mr. Koroglu seconded by Mr. Aydin. There being no further nominations, Mr. Aydin closed the floor to nominations and called for a vote. **Mr. Koroglu** was elected **Vice-President of the Board of Trustees** of Paterson Charter School for Science and Technology and elected by unanimous voice vote.

VI. Lead Person's Monthly Report - Mr. Riza

Mr. Riza presented a report and informed the Board for student statistics, enrollment, discipline, athletics, parent outreach, activities, curriculum and instruction. Some of the highlights in the report as follows:

- Mr. Riza updated the members on the status of new building in the areas of CO inspections, painting, flooring, network infrastructure, moving off furniture from Wabash and new orders
- New Teacher's orientation started on August 15
- New Student's orientation for 7-11 started on August 15
- K-1 and 2-6 orientations cancelled
- NJSMART and Annual Report submissions are completed.
- There was an unfortunate workplace incident and Mr. Riza exchanged the information about how it was handled and what's in the progress.
- The number of open seats is 56 scattered throughout all grades.

VII. Education

Motion by Mr. Aydin, seconded by Mr. Koroglu, to approve the following agenda item #E18-03 through #E18-03

E18-03: To approve the recommendation of the Lead Person to authorize the submission of the **ESSA Consolidated Application** for Fiscal Year 2018, and to accept grant award of these funds upon the subsequent approval of the **FY2018 ESSA Title IA, Title IIA, Title III and Title IV** application in total amount of **\$897,473**.

Function/ Object	Expenditure Category	Title I Part A	Title II Part A	Title III	Title IV
100	Instruction				
100-100	Instruction Salaries	\$386,000			
100-300	Purchased Services	\$8,000			
100-600	Instruction Supplies	\$236,455		\$8,000	
200	Support Services				
200-100	Salaries	\$62,431			
200-200	Employee Benefits	\$81,533			
200-300	Prof Tech Services	\$1,800	\$35,000		
200-500	Other Purch. Srvc.	\$0.00	\$24,567	\$2,000	
200-600	Supplies and Materials	\$2,000	\$10,000		\$10,000
200-601	Parent Involvement	\$15,287			
PGM ADM	Program Administration				
	Program Admin.		\$14,400		
Total Budgeted		\$793,506	\$83,967	\$10,000	\$10,000

Roll Call for item #E18-03 through #E18-03

<u>Trustee</u>	<u>Vote</u>	<u>Trustee</u>	<u>Vote</u>
Mr. Aydin	Yes	Mr. Koroglu	Yes
Mr. Yildiz	Absent	Mrs. McDuffie	Yes
Mrs. Brown	Yes		

VIII. Human Resources

Motion by Mr. Aydin, seconded by Mr. Koroglu to approve the following agenda items #HR18-06 through #HR18-18:

HR18-06: To accept the recommendation of the Lead Person to hire the following **New Staff** for the **2017-2018 School Year** on an emergent basis for a period not to exceed three months, pending completion of criminal history records check, with benefits:

Last Name	First Name	Title	Salary	Salary Scale	10/1 2	Start Date
Mack	Jerome	Hallway Monitor	\$23,000	N/A	10	08/28/2017

McKoy	WaKisha	Teacher	\$51,000	BA/4	10	08/21/2017
Nsia-Debrah	Dufie	Teacher's Aide	\$26,250	N/A	10	08/28/2017
Lopez	Aisha	Hallway Monitor/Substitute	\$23,500	N/A	10	08/28/2017
White	Lisa	Teacher	\$53,500	MA/3	10	08/21/2017
Pugh	Tyrone	Teacher	\$58,000	BA/18	10	08/21/2017
Gilbert	Terrence	Hallway Monitor	\$26,500	N/A	10	08/21/2017
Talmadge	Denise	Teacher	\$58,500	MA/13	10	08/21/2017
Parchment	Jasmine	Leave Replacement Teacher	\$52,500	MA/1	10	08/21/2017 – 11/10/2017
Bewighouse	Kathleen	Nurse	\$67,000	N/A	10	08/21/2017
Clark	Ebony	Admin Asst. to SBA	\$54,000	N/A	12	09/01/2017
Mazari	Izmir	Custodian	\$24,000	N/A	10	08/21/2017

HR18-07: To accept the recommendation of the Lead Person to **Revise the Salary/Title** of the following staff member for the **2017-2018 School Year**:

Last Name	First Name	Title	New Salary
Carter	Thinsha	Dean of Students	\$68,000
Scott	Krishana	K-1 Building Coordinator	N/A
Lightner	William	Outreach and Communications Coordinator	\$44,000

HR18-08: To accept the recommendation of the Lead Person to accept the following **FMLA/NJFLA Leave** for the 2017-2018 school year – revised dates:

Last Name	First Name	Leave Type	Dates	Paid/Unpaid
Seigel	Amanda	FMLA/NJFLA	Jan. 8 – April 1 Jan. 8 – Jan. 19 Jan. 20 – March 31 April 1- April 9	FMLA/NJFLA 12 Wks. 10 sick days Unpaid Days 1 additional unpaid week
Sanchez	Yomayra	FMLA/NJFLA	Aug. 21 – Aug. 25	5 Sick Days

HR18:09: To accept the recommendation of the Lead Person to approve **PCSST Teachers** for **Home Instruction** at an hourly salary of \$40.00 for the **2017-2018** school year.

HR18:10: To accept the recommendation of the Lead Person to accept the **2017-18 PCSST Staff Handbook** (Handbook forwarded to Board of Trustees via email)

HR18:11: To accept the recommendation of the Lead Person to appoint the following staff as **Department Head** for the **2017-2018 school year** with a stipend of \$500 for grades K-6 and \$1,000 for grades 7-12:

Department	K-6 Representative	7-12 Representative
English	Amanda Harrison – Gr. 4-6	Kara Thomas

Math	Karen Dooley - Gr. 4-6	Semra Necimoglu
Social Studies	N/A	Patricia Coban
Science	N/A	Edward Willoughby
Arts	N/A	Brian O'Boyle
World Language	Mildred Saint-Hilaire	Ahmet Gumustepe
Phys. Ed./Health	David Rebels -- Gr. K-6	Shawn Ziem
District Child Study Team & Resource	N/A	Sarah Martinelli
District Guidance	N/A	Patricia Stephenson *
Special Education	Charles Oglesby -- Gr. 2-6	N/A

*Will not receive stipend.

HR18:12: To accept the recommendation of the Lead Person to appoint the following staff as **Grade Chairs** for the **2016-2017 school year** with a stipend of \$500 for grades K-3 and \$1,000 for grades 7-12:

Last Name	First Name	Position	Grade
LeBlanc	Jacqueline	Kindergarten Teacher	Kindergarten
Amato	Lauren	First Grade Teacher	1
Pena	Nicole	Second Grade Teacher	2
Porporino	Marina	Third Grade Teacher	3
Caricki	Tulay	Fourth Grade Teacher	4
Jovanoski	Magdalena	Fifth Grade Teacher	5
Ziem	Amanda	Sixth Grade Teacher	6
Pinto	Sara	English Teacher	7
Coyle	Christine	Art Teacher	8
Rahman	Farah	Social Studies Teacher	9
Peguero	Yahaira	Spanish Teacher	10
Vintalore	Gina	Phys. Ed. Teacher	11
Felton	Raven	Social Studies Teacher	12

HR18-13: To accept the recommendation of the Lead Person to approve the following stipends for **Teacher 2 Teacher Training Presentations** during the **2017-2018 Orientation** \$250 per session:

New Teacher Orientation

Last Name	First Name	Stipend
McManus	Courtney	\$250
Ziem	Amanda	\$250
Thomas	Kara	\$250

All Staff Orientation

Last Name	First Name	Stipend Amount
Shawn	Ziem	\$250
Porporino	Marina	\$250
Vintalore	Gina	\$250

Benedict	Elizabeth	\$250
Pinto	Sara	\$250
Rivera	Isaac	\$250
Saint-Hilaire	Mildred	\$250
Lepenica	Jay	\$250
McManus	Courtney	\$250
Thomas	Kara	\$250
Stephenson	Patricia	\$250
Bernard	Bernard	\$250
Hoffman	Erica	\$250
Ghaly	Antony	\$250
Lucas	Robert	\$250
O'Boyle	Brian	\$250
Wilson	Megan	\$125
Alexander	Devon	\$125
Palestina	Joseph	\$125
Evans	Danielle	\$125

HR18:14: To accept the recommendation of the Lead Person to approve the following stipends for **Student Orientation Presentations** during the **2017-2018 Orientation – August 15-17, 2017** \$100 per day:

7-12 Student Orientation

Last Name	First Name	# of Days	Stipend Amount
Thomas	Kara	3	\$300
McManus	Courtney	3	\$300
Pinto	Sara	1	\$100
Coyle	Christine	1	\$100
Rahman	Farah	1	\$100
Peguero	Yahaira	1	\$100
Lucas	Robert	3	\$300
Palestina	Joseph	1	\$100
Alexander	Devon	1	\$100
Stephenson	Patricia	1	\$100

HR18-15: To accept the recommendation of the Lead Person to appoint the following **Title IA** employees for **FY18 Every Student Succeeds Act (ESSA)** for the 2017-2018 school year:

Name	Title	Annual Salary	Percentage	Program Portion
Akkus, Gokrug	Teacher (Math)	\$55,450	100%	\$55,450
Infante, Suzanne	Reading Specialist	\$62,431	100%	\$62,431
Leporino, Paul	Teacher (ELA)	\$57,500	100%	\$57,500
Orcun, Reyhan	Teacher (Math)	\$50,000	100%	\$50,000
Necimo, Semra	Teacher (Math)	\$53,500	75%	\$40,125
Erica Bernard	Teacher (ELA)	\$52,750	100%	\$52,750

HR18-16: To accept the recommendation of the Lead Person to approve the **2017 Summer Employment** for the following staff:

Last Name	First Name	Position	Stipend Per Diem	Effective Dates
Johnson	Shontell	Activities Coordinator	\$150	7/24 – 8/18
Gonzalez	Samantha	Secretary	\$139	7/24 – 8/18
Alexander	Devon	Guidance Counselor	\$150	7/31 – 8/08
Palestina	Joseph	Guidance Counselor	\$150	7/31 – 8/04
Stephenson	Patricia	HS Students Scheduling	\$150	7/31 – 8/18
Carter	Thinsha	Dean of Students	\$150	8/14 – 8/18

HR18-17: To accept the recommendation of the Lead Person to accept the **Resignation/Separation** of the following staff:

Last Name	First Name	Title	Effective
Mursel	Deniz	Teacher's Aide	06/30/2017
Cluade	Gueye	Hallway Monitor	06/30/2017
Schreiber	Joy	Admin Asst to SBA	08/15/2017

HR18-18: To accept the recommendation of the Lead Person to approve the attendance to and costs of the following **Workshops/Conferences** as requested by the following faculty members:

WHEREAS, the Faculty 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.

Employees	Date/Time	Program Name	NJ Location	Event Cost
James Bacote	9/12/17	Eligibility, Policies, and Procedures	Robbinsville	\$75
Amanda Leach	10/19/17	Empower	Long Branch	\$370
Antony Ghaly	10/25/17	NJ Science Convention	Princeton	\$175
Edward Willoughby	10/24/17	NJ Science Convention	Princeton	\$175
Glen Murphy	10/25/17	NJ Science Convention	Princeton	\$175

Hayley Geyer	10/25/17	NJ Science Convention	Princeton	\$175
Amanda Leach	08/31/2017	iObservation	Freehold	\$200
Mustafa Aytas	08/31/2017	iObservation	Freehold	\$200

Roll Call for items # HR18-06 through #HR18-18

<u>Trustee</u>	<u>Vote</u>	<u>Trustee</u>	<u>Vote</u>
Mr. Aydin	Yes	Mr. Koroglu	Yes
Mr. Yildiz	Absent	Mrs. McDuffie	Yes
Mrs. Brown	Yes		

IX. School Resources

Motion by Mr. Aydin, seconded by Mrs. McDuffie, to approve the following agenda items #SR18-08 through #SR18-14:

SR18-08: To approve the recommendation of the Lead Person to approve the **List of Bills** for the period between June 20, 2017 and August 11, 2017 in the amount of \$214,900.91 this includes the payroll of July 31, 2017 in the amount of \$83,887.36 (Bill List forwarded to Trustees via e-mail)

SR18-09: To approve the recommendation of the Lead Person to approve the **First Amendment** to 55 Main St Building Lease (The Amendment forwarded to Trustees via email)

SR18-10: To approve the recommendation of the Lead Person to approve **Transportation Services Agreement** for 2017-18 school year with Northern Regional Educational Services Commission (NRESC) that agrees to provide the field trips and annual athletics-team after school transportation (Route# NRATHL., 061813FT and PCESCOACH) through contractual agreement with responsible school bus contractors in the estimated cost of \$140,400.00. The students will be transported in accordance with the law, code and the rules and regulations of the State Board of Education and approved by the Executive County Superintendent of Schools.

SR18-11: To approve the recommendation of the Lead Person to approve the following **bank accounts** openings and closures at the school's official depository bank of Valley National Bank.

<u>Account Name</u>	<u>Account Number</u>	<u>Action</u>	<u>Effective Date</u>
TRUST FUND	XXXX1634	Opening	July 01, 2017
SUI	XXXX5588	Closure	July 31, 2017
FSA/DCA	XXXX5618	Closure	July 31, 2017

SR18-12: To approve the recommendation of the Lead Person to **award the following contract** for 2017-2018 school year, pursuant to BID#18-02 as to lowest responsible bidder.

<u>Vendor</u>	<u>Description of Services</u>	<u>Contract Amount</u>
Singer Equipment Company	Kitchen equipment for the food service area at K-1 building and for expanding cooking area at 276 Wabash Ave. building	\$84,502 Fund 60

SR18-13: To approve the recommendation of the Lead Person to award the **Chromebook** purchase contract with CDW Government Inc, under NJ State Approved Co-op #65MCESCCPS Bid#MRESC15/16-11 in the amount of \$30,960.00, **will be funded by FY18 ESSA Title IA.**

SR18-14: To approve the recommendation of the Lead Person to award the **iPad** purchase contract with Apple Inc. under NJ State Approved Coop MRESC 15-16-69 in the amount of \$37,375.00, **will be funded by FY18 ESSA Title IA.**

Roll call for items SR18-08 through SR18-14

<u>Trustee</u>	<u>Vote</u>	<u>Trustee</u>	<u>Vote</u>
Mr. Aydin	Yes	Mr. Koroglu	Yes
Mr. Yildiz	Absent	Mrs. McDuffie	Yes
Mrs. Brown	Yes		

X. **Adjournment**

Motion by Mrs. McDuffie seconded by Mr. Koroglu to adjourn the meeting at 8:22 p.m.

Roll Call: All in favor. The motion **PASSED** unanimously.

Respectfully submitted,



Matt A. Anar
Board Secretary