

PATERSON CHARTER SCHOOL FOR SCIENCE AND TECHNOLOGY
196 W. Railway Ave., Paterson, NJ 07503
Tel: (973) 247-0600 Fax: (973) 247-1082
www.pcsst.org

BOARD OF TRUSTEES
REGULAR MEETING

Date : July 20, 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 7:20 pm when the quorum of the board was reached. Mr. Aydin read the open public meeting act statement and thereafter led the flag salute.

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 Mrs. McDuffie to accept the following minutes of the Board of Trustees Meeting (Minutes forwarded to Trustees via e-mail.):

- ❖ Regular Meeting of June 29, 2017.
- ❖ Executive Sessions I and II of June 29, 2017.

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

III. **HIB Report**

Motion by Mr. Aydin, seconded by Mrs. McDuffie to affirm HIB report as presented to Board on June 29, 2017; Incidents #10, 11, E-07 and E-08 no finding.

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

IV. **Donaldson Hearing – Mrs. Elizabeth Lagerstrom**

Former music teacher at 7-12 Campus, Mrs. Elizabeth Lagerstrom, who was non-renewed for this academic year appeared before the board along with NJEA Rep. She submitted a hearing packet to the members and read aloud the entire statement.

V. Motion by Mr. Aydin seconded by Mrs. McDuffie to adopt the agenda as presented.

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

VI. **Public Comment Session**

No Public presence at the meeting.

VII. **Executive Session**

Motion by Mr. Aydin seconded by Mrs. McDuffie to adjourn to Executive Session at 8:02 pm in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss topics for the purpose(s) as outlined and described below:

- Litigation or Contract Matters or Attorney/Client Privilege
- Personnel Matters

Please Note: The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist; however, it is not presently known when such circumstances will exist.

VIII. **Reconvene Public Session**

Motion by Mr. Aydin seconded by Mr. Koroglu to exit the executive session.

Roll call: Public Session was reconvened at 8:23 p.m.

IX. **Charter Agreement**

MOTION by Mr. Aydin seconded by Mrs. McDuffie to acknowledge the terms and conditions of the charter set forth in the Charter Agreement forwarded by the NJ Department of Education and as agreed to by the signature of the Board President, and to authorize the Board President to execute the Charter Agreement on behalf of the Board of Trustees. (The agreement forwarded to Trustees via e-mail)

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

X. **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:

- The Planning Board of City of Paterson approved at its meeting that took place on July 19th, 2017 for the use of our new proposed site for K-1 Campus at 55 Main St.
- NJSMART Submissions are underway
- Student Enrollments are in progress
- Extended School Year Program will be in Railway campus
- Reading Program will be in Wabash Campus
- The list of items for summer maintenance and cleaning is finalized.
- Teacher/Staff Hiring still in process
- Handbooks and job descriptions are being revised
- Teacher and Student orientations are being finalized

- Annual Report is in progress
- AP and SAT scores were released
- Teachers and administrators are attending professional development workshops
- Teacher portfolio submission requirements are being revised

XI. Education

Motion by Mr. Aydin seconded by Mr. Koroglu to approve the following agenda item #E18-01 through #E18-02

E18-01: To approve the recommendation of the Lead Person to submit **Annual Report 2016-2017** to New Jersey Department of Education. (Report forwarded to Trustees via e-mail)

E18-02: To approve the recommendation of the Lead Person to approve the field trips and transportation costs, those are provided under **Transportation Services** Agreement with **Northern Region Educational Services Commission** as attached. (Attachment forwarded to Trustees via email)

Field Trip	Date	# of Trips	Grades	NJ Location	Total Estimated Cost
Boys Soccer	Attached	21	9th-12th	Attached	\$6,240
Girls Soccer	Attached	20	9th-12th	Attached	\$7,040
Volleyball	Attached	8	9th-12th	Attached	\$3,840
Soccer Practice	Attached	37	9th -12th	Attached	\$5,920
Staff Tour - Orientation	8-16-17	1	New Staff	Paterson	\$480

Roll Call for item #E18-01 through #E18-02

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

XII. Human Resources

Motion by Mr. Aydin seconded by Mr. Koroglu to approve the following agenda items #HR18-01 through #HR18-04:

HR18-01: To approve 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	10/12 Month	Start Date
Galloway	Kristie	Teacher	\$49,500	BA/1	10	08/21/2017
Lightner	William	Parent Communications Coordinator	\$40,000	N/A	10	08/21/2017
Lopez	Pedro	Teacher	\$49,500	BA/1	10	08/21/2017

Baker	Laura	Teacher	\$55,000	MA/6	10	08/21/2017
Rivas	Maria	Teacher	\$54,500	MA/5	10	08/21/2017
Petruzella	Nina	Teacher	\$49,500	BA/1	10	08/21/2017
Bernabe	Erika	Teacher	\$49,500	BA/1	10	08/21/2017
Gonzales	Samantha	Secretary	\$34,000	N/A	10	08/21/2017

HR18-02: To approve the recommendation of the Lead Person to **Revise the Title/Salary/Job Description** of the following staff for the **2017-2018** school year: (if applicable job description forwarded to Trustees via email)

Last Name	First Name	New Title	Salary
Stephenson	Patricia	Director of Guidance Department	\$61,812
Baliev	Nikolay	IT Support Specialist	\$60,085
Makul	Admir	IT Support Specialist	\$55,347
Alexander	Latacia	Teacher's Aide	\$25,500
Diggs	Shawn	Security	\$28,140

HR18-03: To approve 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	Dates	Paid/Unpaid
Pandza	Jacqueline	Extended Maternity Leave	Nov. 14, 2017- June 30, 2018	Unpaid

HR18-04: To accept the recommendation of the Lead Person to approve the following **Fall Sports - Head Varsity, Assistant Varsity and Stipends** for the **2017-2018** School Year as per FY18 Schedule B:

Last Name	First Name	Position	Sport	Stipend
Hoffman	Erica	Head Varsity	Girls' Volleyball	\$4,500
Vintalore	Gina	Head Varsity	Girls' Soccer	\$4,500
Ghaly	Antony	Head Varsity	Boys' Soccer	\$4,500
Gumustepe	Ahmet	Assistant Varsity	Boys' Soccer	\$2,000
Redmond	Arthur	Head Varsity	Cross Country	\$4,500
Skwiat	Theodore	JV Coach/Asst. Varsity	Cross Country	\$3,500

HR17-05: To approve 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	Cost
Mustafa Aytas	08/09/2017-08/10/2017	NJPSAFEA PARCC Math Data Workshops	Monroe Township	\$370.00
Necmi Coskun	08/09/2017-08/10/2017	NJPSAFEA PARCC Math Data Workshops	Monroe Township,	\$418.00
Stacey Price-Munson	07/31/2017-08/01/2017	Adventure Curriculum for PE	Beverly, MA	\$890.00
Hurisa Guvercin	08/09/2017	Fy2018 ESSA Consolidated Formula Subgrant Application	Lyndhurst	N/A
Edward Willoughby	07/26/2017	Vernier Summer Institute	NYC, NY	\$19.00
Matt A. Anar	08/09/2017	Fy2018 ESSA Consolidated Formula Subgrant Application	Lyndhurst	N/A
Amanda Leach	08/10/2017	Using PARCC Data to Improve ELA Teaching	Monroe Township	\$149.00

Roll Call for items # HR18-01 through #HR18-05

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

XIII. School Resources

Motion by Mr. Aydin seconded by Mr. Koroglu to approve the following agenda items #SR18-01 through #SR18-08:

SR18-01: To approve the recommendation of the Lead Person to approve following resolution:

WHEREAS, both the A148 Report of the Secretary and the A149 Report of the Treasurer of School Moneys are in agreement with the cash balance in the Governmental Funds of \$1,058,377.05 as of June 30, 2017;

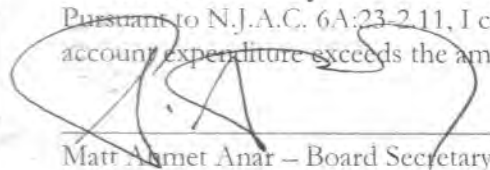
BE IT RESOLVED, that the Report of the Secretary and the Report of the Treasurer of School Moneys be accepted. (Reports forwarded to Trustees via e-mail)

SR18-02: To approve the recommendation of the Lead Person to approve the **List of Bills** for the period between June 24, 2017 and July 19, 2017 in the amount of \$792,224.03 this includes the payroll of July 15, 2017 in the amount of \$112,071.08 (Bill List forwarded to Trustees via e-mail)

SR18-03: Certification of Accounts

1. Board Secretary's Certification of Accounts

Pursuant to N.J.A.C. 6A:23-2.11, I certify that as of **June 30, 2017**, no major budgetary line item account expenditure exceeds the amount appropriated by the charter Board of Trustees.


Matt Anar – Board Secretary

July 20, 2017

Date

2. Board Certification of Accounts

RESOLVED, that after review of the Secretary's and Treasurer's reports for **June 2017** and based upon consultation with and representations of the appropriate officials (Secretary, Treasurer, Business Administrator and Lead Person), the Board of Trustees of Paterson Charter School for Science and Technology 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

SR18-04: To approve the recommendation of the Lead Person that authorization be given to Mr. Matt Anar, Business Administrator/Board Secretary, to dispose personal property no longer needed by the PCSST because of condition or obsolescence. (List with items forwarded to Trustees via e-mail)

Mr. Anar will advertise on the Statewide New Jersey School Business Official Website for sale of items to other school districts and prepare for a private sale in full accordance with N.J.S.A. 18A:18A-45 PCSST Policy and Regulation# 7300.3 for those items in useable condition. All sale of equipment is on an "as is" basis. Delivery of all items will be the responsibility of the buyer.

SR18-05: To approve the recommendation of the Lead Person to approve the following donations:

BE IT RESOLVED, that the Board of Trustees, upon the recommendation of the Lead Person, accepts funding from the following donors:

Donor	Amount/Item	Recipient	Planned Use for Funds
Stryker Orthopaedics	\$3,775.00	Mr. Mustafa Aytas	Purchasing a Robotics Kit

SR18-06: To accept the recommendation of the Lead Person to award the **contract with Edlio, LLC** in the amount of **\$9,000.00** to design and build school's web site including one-time set up fee and school-wide text & voice messaging services. (Lowest quote received).

SR18-07: To approve the recommendation of the Lead Person to approve following resolution:

WHEREAS Paterson Charter School for Science and Technology's New Jersey Charter School Application (its charter) was granted by the Commissioner of Education in 2002; and
WHEREAS the Board of Trustees of Paterson Charter School for Science and Technology has reviewed its charter and determined that an amendment thereto, to authorize a new school facility located at 55 Main Street Paterson New Jersey in addition to its two current campuses to accommodate 288 students in grades Kindergarten and First, would be beneficial; and
WHEREAS applicable pages of the charter, with the proposed amendment, are attached hereto; and
WHEREAS the proposed amendment to the school's charter would not change the mission, goals or objectives of the school; and
WHEREAS an amendment to the charter requires the approval of the Commissioner of Education,
NOW, THEREFORE, BE IT RESOLVED that the Lead Person is hereby authorized and directed to submit a request for approval of the proposed charter amendment to the Commissioner of Education and to forward a copy of the request to the Superintendent of the Paterson School District and to the Executive County Superintendent of Passaic County.

Roll call for items SR18-01 through SR18-07

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

XIV. Executive Session

Motion by Mr. Aydin, seconded by Mrs. McDuffie to adjourn to Executive Session at 8:40 pm in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss topics for the purpose(s) as outlined and described below:

- Contract Matters

XV. Reconvene Public Session

Motion by Mr. Aydin, seconded by Mrs. McDuffie to exit the executive session.

Roll call: Public Session was reconvened at 8:55 p.m.

XVI. Action Item

Motion by Mr. Aydin seconded by Mr. Koroglu to approve the salary amount of \$152,600 for Mr. Riza A. Gurcanli for 2017-2018 school year.


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

XVII. Adjournment

Motion by Mr. Aydin seconded by Mr. Koroglu to adjourn the meeting at 8:56 p.m.

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

Respectfully submitted,


 Matt A. Anar
 Board Secretary