

M I N U T E S



THOMAS EDISON ENERGYSMART CHARTER SCHOOL

BOARD OF TRUSTEES

JANUARY MEETING
FEBRUARY 4TH, 2016

REGULAR MEETING

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS.

THOMAS EDISON ENERGYSMART CHARTER SCHOOL

92 Cortelyous Ln, Somerset, NJ 08873

Tel: 732-412-7643 Fax: 732-412-7645

www.energysmartschool.org

BOARD OF TRUSTEES

REGULAR MEETING

Date : February 4, 2016/ 7:00 pm

Place : 92 Cortelyous Ln. Somerset, NJ 08873

I. Call To Order

The Regular Board Meeting of Thomas Edison EnergySmart Charter School is called to order. Time: 7:44 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, Thomas Edison EnergySmart Charter School has caused this meeting to be published by having the date, time, and place thereof posted in 'The Courier News'. The Board reserves the right to act on any and all agenda items.

III. 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.

IV. Roll Call

| BOARD MEMBERS | P/A |
|---------------------------------|------------|
| Raif Rustamov (Board President) | P |
| Keshaw Sahay (Vice President) | P |
| Naif Tiryaki (Board Member) | E |
| Ferhat Ture (Board Member) | P |
| Ferit Ucar (Board Member) | E |
| Stephen Alexis (Board Member) | P |
| | |

Also Present:

| | |
|---------------------------------|---|
| Oguz Yildiz (Lead Person) | E |
| Ilgar Sadigov (Board Secretary) | P |

I. Executive Session

Motion to adopt the following resolution:

Resolution: Executive Session

Whereas, Section 7 of the Open Public Meetings Act, N.J.S.A. 10:4-2 authorizes a public body to exclude the public from that portion of a meeting at which the Board discusses topics falling within certain specified exceptions to the requirement for open public meetings, and

Whereas, the matters to be discussed fall within one or more of those exceptions,

Now, therefore, be it resolved, that the Board of Education of the Thomas Edison EnergySmart Charter School now adjourns from public session to executive session for the purpose of discussing matters within the attorney-client privilege.

Motion# 160204.1 Motioned by: Mr. Rustamov **Seconded by:** Mr. Sahay **Passed:** Yes

| ROLL CALL | F Ucar | K Sahay | N Tiryaki | R Rustamov | F Ture | S Alexis |
|-----------|--------|---------|-----------|------------|--------|----------|
| YES | | V | | V | V | V |
| NO | | | | | | |
| ABSTAIN | | | | | | |
| ABSENT | V | | V | | | |

Executive Session Adjournment

Motion to Adjourn the Executive Session

Motion# 160204.2 Motioned by: Mr. Sahay **Seconded by:** Mr. Alexis **Passed:** Yes

| ROLL CALL | F Ucar | K Sahay | N Tiryaki | R Rustamov | F Ture | S Alexis |
|-----------|--------|---------|-----------|------------|--------|----------|
| YES | | V | | V | V | V |
| NO | | | | | | |
| ABSTAIN | | | | | | |
| ABSENT | V | | V | | | |

II. 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. During this portion of the meeting, the public is invited to address the Board with questions or comments on agenda items. While all comments will be considered and a response will be made if and when appropriate, the Board will not respond to speakers at the time of their appearance. Board President or designee closes the public comment session on any topic.

III. Report by Lead Person:

PARCC Results:

- TEECS ranked 3rd among 610 NJ School Districts according to schooldigger.com – up 6 spots from 9th place last year
- TEECS ranked 12th out of 1355 NJ Elementary Schools – up 15 spots from 27th place last year

Tuesday December 22 Food Bank Delivery, Spelling Bee

Wednesday December 23 Jeopardy, Secret Santa and dinner for staff, Winter Concert for Grades K-3, Tug of War, class parties, dress down for Chenni

Thursday December 17 Practice Test Math, Winter Concert for grades 4-7

Friday December 18 Practice Test Math, Talent Show

Friday January 8 Geography Bee

Friday January 15 Student Social

Monday January 25 New Teachers Started

Wednesday January 27 Awards Ceremony K-3

Thursday January 28 Awards Ceremony 4-7

Friday, January 29 National School Choice Week Assembly

IV. Acceptance of Previous Meeting Minutes

Motion to accept the following minutes of the Board of Trustees Meeting:

- ❖ Regular Meeting Minutes of December, 2015 (Minutes forwarded to Trustees via email)

Motion# 160204.3 **Motioned by:** Mr. Sahay **Seconded by:** Mr. Rustamov **Passed:** Yes

| ROLL CALL | R Rustamov | K Sahay | N Tiryaki | F Ucar | F Ture | S Alexis |
|-----------|------------|---------|-----------|--------|--------|----------|
| YES | V | V | | | V | V |
| NO | | | | | | |
| ABSTAIN | | | | | | |
| ABSENT | | | V | V | | |

V. Financial Section: Mr. Ilgar Sadigov, Board Secretary

Approval of Bills: Motion to approve the Bill List from December 18, 2015 to February 04, 2016. No unusual budgetary line item account expenditure. (Attached)

Revised Budget: Motion to approve the Revised Budget for 2015-2016 School Year. Based upon consultation with and representations of the appropriate officials (Secretary, Treasurer, Business Administrator and Lead Person), the Board of Trustees of Thomas Edison EnergySmart 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 (Attached)

Motion# 160204.4 Motioned by: Mr. Sahay **Seconded by:** Mr. Alexis **Passed:** Yes

| ROLL CALL | R Rustamov | K Sahay | N Tiryaki | F Ucar | F Ture | S Alexis |
|-----------|------------|---------|-----------|--------|--------|----------|
| YES | V | V | | | V | V |
| NO | | | | | | |
| ABSTAIN | | | | | | |
| ABSENT | | | V | V | | |

VI. Action Items

No HIB case has been reported

VII. Human Resources

No Changes

VIII. Action Items

Motion to approve the recommendation of the Lead Person to approve the following resolution;

WHEREAS the Board of Trustees of Thomas Edison EnergySmart Charter School finds that it is in the best interest of the School and its students if the teachers of TEECS obtain Google teacher and IT Manager obtain Google Admin certificate and

WHEREAS Google teacher certificate will improve teachers ability to use Google Classroom more in depth in the classrooms and Google Admin certificate will improve IT Managers ability to have more control over Chrome books that are being used by our students and will be able to personalize Chrome books for our school needs

NOW, THEREFORE, RESOLVED:

The Board of Trustees of TEECS shall be and hereby is agreed to make one time payment of \$100 to the teachers who obtains Google Teacher certificate and IT Manager if he obtains Google Admin certificate

Motion# 160204.5 Motioned by: Mr. Ture **Seconded by:** Mr. Alexis **Passed:** Yes

| ROLL CALL | R Rustamov | K Sahay | N Tiryaki | F Ucar | F Ture | S Alexis |
|-----------|------------|---------|-----------|--------|--------|----------|
| YES | V | V | | | V | V |
| NO | | | | | | |
| ABSTAIN | | | | | | |
| ABSENT | | | V | V | | |

IX. Action Items

Motion to approve the following field trips

| <u>Trip Date</u> | <u>Trip Times</u> | <u>Grades Attending</u> | <u>Trip Location</u> | <u>Student</u> | <u>Chap.</u> | <u>Cost</u> |
|------------------|--------------------|-------------------------|--|----------------|--------------|-------------|
| 2/5 – 2/6 | 4:00 PM – 11:00 AM | CAMP Students | Philadelphia Zoo - 3400 W Girard Ave, Philadelphia, PA 19104 | 16 | 4 | |
| 02/05/16 | 3:00 PM – 4:45 PM | Bowling Club | Brunswick Zone, Rt 1/130, North Brunswick, NJ | 22 | 2 | \$121.25 |
| 02/12/16 | 3:00 PM – 4:45 PM | Bowling Club | Brunswick Zone, Rt 1/130, North Brunswick, NJ | 22 | 2 | \$121.25 |
| 02/19/16 | 3:00 PM – 4:45 PM | Bowling Club | Brunswick Zone, Rt 1/130, North Brunswick, NJ | 22 | 2 | \$121.25 |
| 02/26/16 | 3:00 PM – 4:45 PM | Bowling Club | Brunswick Zone, Rt 1/130, North Brunswick, NJ | 22 | 2 | \$121.25 |

Motion# 160204.6 Motioned by: Mr. Ture Seconded by: Mr. Sahay Passed: Yes

| | | | | | | |
|-----------|-------------------|----------------|------------------|---------------|---------------|-----------------|
| ROLL CALL | R Rustamov | K Sahay | N Tiryaki | F Ucar | F Ture | S Alexis |
| YES | V | V | | | V | V |
| NO | | | | | | |
| ABSTAIN | | | | | | |
| ABSENT | | | V | V | | |

X. Action Items

Motion to approve the recommendation of the Lead Person to approve the following resolution;

WHEREAS the Board of Trustees of Thomas Edison EnergySmart Charter School finds that it is in the best interest of the School and its students to enter into a contract with a school management organization, by which the Board of Trustees would obtain certain specified support services in the areas of crisis management support, charter school building solutions, administrator evaluation, fiscal compliance services, and strategic planning; academic services in the areas of curriculum, instruction, and ESL support services; innovation in the areas of instructional technology services, college guidance support and building 21st Century skills; and professional development services; and

WHEREAS the provision of said services requires the need for expertise, extensive training and proven reputation in the field of charter school administration and management; and

WHEREAS iLearn, Inc., a provider of specialized school support services, including operational and administrative supports for schools, has agreed to provide such services for a term of two years, February 1, 2016 to June 30, 2017, in exchange for fees based on reasonable hourly rates as set forth herein; and

WHEREAS the Board Secretary/School Business Administrator has certified that said services are qualitative in nature, and cannot reasonably be described by written bid specifications; and therefore he has requested award of a contract for said service without the receipt of formal bids as an extraordinary unspecifiable service pursuant to N.J.S.A. 18A:18A-5(1)(a)(ii) and N.J.A.C. 5:34-2.3(b); and

WHEREAS the Board Secretary/School Business Administrator has further certified that the pool of potential vendors for said services is extremely limited, and none would provide the services with the same degree of specialized expertise and knowledge as iLearn, Inc.; and

WHEREAS, on the basis of the foregoing, the Board finds that the cited statute and regulations exempt the contract for school support services from the requirements of public bidding as an extraordinary unspecifiable service; and

WHEREAS the Board Secretary/School Business Administrator has further certified that funds are or will be available in the School's general operating budget for such services provided in accordance with the terms of the proposed contract;

WHEREAS the Lead Person and Board Secretary/School Business Administrator have recommended execution of a Support Service Agreement in the form attached to this Resolution, subject to review by counsel; and

WHEREAS the Board wishes to authorize execution of a contract in substantially the form attached hereto; and the Board further wishes to delegate authority to the Lead Person and Board Secretary/School Business Administrator for implementation of said Agreement;

NOW, THEREFORE, RESOLVED:

1. The Board President shall be and hereby is authorized to execute a contract with iLearn, Inc. for the provision of school support services, in substantially the form attached to this Resolution, subject to review by counsel, providing for payment of fees based on hourly rates as follows:
 General Consultation: \$114.00 per hour
 Phone Consultation: \$28.50 per 15 minutes or fraction thereof
 Admin Evaluation/Coaching: \$114.00 per hour
 Academic Support: \$114.00 per hour
 Fiscal Compliance: \$114.00 per hour
 Training 4 hrs or less: \$200.00 per hour
 Whole day training: \$1,400 per day
2. The Lead Person and Board Secretary/School Business Administrator, and such other appropriate representatives of the Board as may be requested by the aforesaid officers, shall be and hereby are authorized and directed to take such action as reasonably necessary and appropriate to implement the terms of said contract.
3. The Board Secretary/School Business Administrator shall ensure that notice of the award of this contract as an extraordinary unspecifiable service, without public bidding, is published in the minutes of the Board meeting conducted on this date and in a newspaper of general circulation.

FURTHER RESOLVED that this resolution shall take effect immediately.

Motion# 160204.7 Motioned by: Mr. Rustamov Seconded by: Mr. Ture Passed: Yes

| ROLL CALL | R Rustamov | K Sahay | N Tiryaki | F Ucar | F Ture | S Alexis |
|-----------|------------|---------|-----------|--------|--------|----------|
| YES | V | V | | | V | V |
| NO | | | | | | |
| ABSTAIN | | | | | | |
| ABSENT | | | V | V | | |

XI. Action Items

Motion to approve SEMI Waiver (Attached)

Motion# 160204.8 Motioned by: Mr. Sahay Seconded by: Mr. Ture Passed: Yes

| ROLL CALL | R Rustamov | K Sahay | N Tiryaki | F Ucar | F Ture | S Alexis |
|-----------|------------|---------|-----------|--------|--------|----------|
| YES | V | V | | | V | V |
| NO | | | | | | |
| ABSTAIN | | | | | | |
| ABSENT | | | V | V | | |

XII. Action Items

Motion to approve the recommendations of the Lead Person to engage a vendor to provide cabling and security surveillance for new building and the School Business Administrator has recommended that TEECS solicit sealed bids from qualified firms interested in providing such services and has recommended that the Board of Trustees select such a vendor through a bid process; and the Board of Trustees finds that it is in the best interest of TEECS to accept such recommendations.

Motion# 160204.9 Motioned by: Mr. Sahay Seconded by: Mr. Alexis Passed: Yes

| ROLL CALL | R Rustamov | K Sahay | N Tiryaki | F Ucar | F Ture | S Alexis |
|-----------|------------|---------|-----------|--------|--------|----------|
| YES | V | V | | | V | V |
| NO | | | | | | |
| ABSTAIN | | | | | | |
| ABSENT | | | V | V | | |

XIII. Action Items

Motion to approve the recommendations of the Lead Person to engage a vendor to provide and install Kitchen Appliances for new building and the School Business Administrator has recommended that TEECS solicit sealed bids from qualified firms interested in providing such services and has recommended that the Board of Trustees select such a vendor through a bid process; and the Board of Trustees finds that it is in the best interest of TEECS to accept such recommendations.

Motion# 160204.10 Motioned by: Mr. Ture Seconded by: Mr. Rustamov Passed: Yes

| ROLL CALL | R Rustamov | K Sahay | N Tiryaki | F Ucar | F Ture | S Alexis |
|-----------|------------|---------|-----------|--------|--------|----------|
| YES | V | V | | | V | V |
| NO | | | | | | |
| ABSTAIN | | | | | | |
| ABSENT | | | V | V | | |

XIV. Action Items

Motion to approve the recommendations of the Lead Person to accept the following resolution

WHEREAS, the Governor, in consultation with the State Treasurer and pursuant to N.J.S.A. 18A:18A-3 (b), on July 1, 2015 has increased the bid threshold amount for school districts whose purchasing agents do not possess a qualified purchasing agent (QPA) certificate, from \$26,000 to \$29,000,

WHEREAS, the Thomas Edison EnergySmart Charter School would like to take advantage of the maximum statutory bid threshold amount of \$29,000 for school districts who do not have a qualified purchasing agent;

NOW, THEREFORE RESOLVED that the Thomas Edison EnergySmart Charter School, establishes and sets the bid threshold amount of \$29,000 for the board of education, and further authorizes Mr. Ilgar Sadigov to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate the newly established bid threshold amount.

Motion# 160204.11 Motioned by: Mr. Sahay Seconded by: Mr. Ture Passed: Yes

| ROLL CALL | R Rustamov | K Sahay | N Tiryaki | F Ucar | F Ture | S Alexis |
|-----------|------------|---------|-----------|--------|--------|----------|
| YES | V | V | | | V | V |
| NO | | | | | | |
| ABSTAIN | | | | | | |
| ABSENT | | | V | V | | |

XV. Action Items

Motion to approve the recommendations of Mr. Ture to appoint Mrs. Celiktras Dayana and Mr. Ashok Munisamy as a board member effective February 4, 2016

Motion# 160204.12 Motioned by: Mr. Ture Seconded by: Mr. Sahay Passed: Yes

| ROLL CALL | R Rustamov | K Sahay | N Tiryaki | F Ucar | F Ture | S Alexis |
|-----------|------------|---------|-----------|--------|--------|----------|
| YES | V | V | | | V | V |
| NO | | | | | | |
| ABSTAIN | | | | | | |
| ABSENT | | | V | V | | |

Adjournment

Time: 8:16 PM

Motion# 160204.13 Motioned by: Mr. Sahay Seconded by: Mr. Alexis Passed: Yes

| ROLL CALL | R Rustamov | K Sahay | H Nashif | F Ucar | F Ture | S Alexis |
|-----------|------------|---------|----------|--------|--------|----------|
| YES | V | V | | | V | V |
| NO | | | | | | |
| ABSTAIN | | | | | | |
| ABSENT | | | V | V | | |

Attachments

Bill List
Revised Budget
SEMI Waiver
Board Meeting Schedule