

# M I N U T E S



THOMAS EDISON ENERGYSMART CHARTER SCHOOL

BOARD OF TRUSTEES

JANUARY MEETING  
JANUARY 25<sup>TH</sup>, 2017

REGULAR MEETING

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS.

# THOMAS EDISON ENERGYSMART CHARTER SCHOOL

150 Pierce St. 2<sup>nd</sup> Floor, Somerset, NJ 08873

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

www.energysmartschool.org

## **BOARD OF TRUSTEES**

### **REGULAR MEETING**

**Date** : January 25, 2017/ 7:30 pm  
**Place** : 150 Pierce St. 2<sup>nd</sup> Floor, Somerset, NJ 08873

#### **I. Call To Order**

The Regular Board Meeting of Thomas Edison EnergySmart Charter School is called to order. Time: 7:49 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**

<b>BOARD MEMBERS</b>	<b>P/A</b>
Raif Rustamov (Board President)	P
Keshaw Sahay (Vice President)	P
Naif Tiryaki (Board Member)	E
Stephen Alexis (Board Member)	P
Ashok Munisamy (Board Member)	P
Mehmet Eke (Board Member)	E

#### **Also Present:**

Oguz Yildiz (Lead Person)	E
Ilgar Sadigov (Board Secretary)	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. 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.*

## **VI. Report by Lead Person**

Below is a schedule of the activities that have taken place since the last Board meeting:

**Monday, January 2** School started after break & 4T parent breakfast

**Tuesday, January 3** Grades 3-8 assembly about Bus Safety/Anger Management/Conflict/ Grades/ Bullying/Respect/Drug Resistance

**Wednesday, January 4** 5T parent breakfast

**Thursday, January 5** 6G parent breakfast

**Friday, January 6** 6T parent breakfast

**Monday, January 9** 7G parent breakfast

**Tuesday, January 10** 7T parent breakfast

**Wednesday, January 11** 8G parent breakfast

**Thursday, January 12** 8T parent breakfast

**Friday, January 13** 1G parent breakfast & 2nd Q ends

**Sunday, January 15** FTC weekend, 30 HS teams from NJ come to compete

**Monday, January 16** NO SCHOOL - MLK

**Tuesday, January 17** 5G parent breakfast & 3rd Q begins

**Wednesday, January 18** 1/2 day - PD for Staff

**Thursday, January 19** Awards Ceremony for Grades K-4

**Friday, January 20** Awards Ceremony for Grades 5-8

**Monday, January 23-Friday, January 27** National School Choice Week

## **VII. Acceptance of Previous Meeting Minutes**

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

- ❖ Regular Meeting Minutes of December, 2016 (Minutes forwarded to Trustees via email)

<b>Motion# 170125.1 Motioned by: Mr. Munisamy      Seconded by: Mr. Alexis      Passed: Yes</b>						
<b>ROLL CALL</b>	<b>R Rustamov</b>	<b>K Sahay</b>	<b>N Tiryaki</b>	<b>S Alexis</b>	<b>A Munisamy</b>	<b>M Eke</b>
YES	V	V		V	V	
NO						
ABSTAIN						
ABSENT			V			V

## **VIII. Financial Section: Mr. Ilgar Sadigov, Board Secretary**

**Approval of Bills:** Motion to approve the Bill List from November 18, 2016 to January 25, 2017. No unusual budgetary line item account expenditure. (Attached)

**Secretary's and Treasurer's Reports:** Motion to approve the Board Secretary's and the Treasurer's Reports for month of November and December 2016. (Attached)

WHEREAS, both the Report of the Secretary and the Report of the Treasurer of School Monies are in agreement with the cash balance in the Governmental Funds of as of November and December 2016;

RESOLVED, that the Report of the Secretary and the Report of the Treasurer of School Monies be accepted.

**Transfers:** Motion to approve the list of Transfer of Funds resolution for the period ending December 31, 2016.

RESOLVED, by the Board of Trustees of Thomas Edison EnergySmart Charter School that the attached inter appropriation transfer made on the financial records of the Board affecting 2016-2017 budget be affirmed and approved.  
Certification of accounts:

**Revised Budget:** Motion to approve the Revised Budget for 2016-2017 School Year

**a. Board Secretary's Cert of Accounts:**

Pursuant to N.J.A.C. 6A:23-2.11, I certify that as of November and December 2016, no major budgetary line item account expenditure exceeds the amount appropriated by the charter Board of Trustees.

  
Mr. Ilgar Sadigov - Board Secretary

01/25/2017  
Date

**b. Board Certification of Accounts:**

RESOLVED, that after review of the Secretary's and Treasurer's reports for November and December 2016, and 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.

Motion# 170125.2 Motioned by: Mr. Munisamy      Seconded by: Mr. Alexis      Passed: Yes						
ROLL CALL	R Rustamov	K Sahay	N Tiriyaki	S Alexis	A Munisamy	M Eke
YES	V	V		V	V	
NO						
ABSTAIN						
ABSENT			V			V

**IX. Action Items**

No HIB case has been reported

**X. Action Items**

Whereas, the Board of Trustees ("Educational Facility") had previously resolved to join the New Jersey Schools Insurance Group ("NJSIG") following detailed analysis for a three-year term July 1st, 2016-2019 subject to a previously executed board resolution; and

Whereas, The Bylaws of NJSIG requires that each entity designate a Broker/Risk Management Consultant to perform various professional services as detailed in the Bylaws and Risk Management Plan; and

Whereas, the Bylaws indicate that NJSIG shall pay each Broker/Risk Management Consultant a fee to be established annually by the fund;

Now therefore, be it resolved that the Board of Trustees, does hereby appoint Treadstone Risk Management LLC as its Broker/Risk Management Consultant in accordance with the Fund's Bylaws for the remainder of

2016-2017 fiscal year. The Business Administrator is empowered to execute a Broker of Record Letter prior to the insurance renewal to facilitate the inclusion of Treadstone Risk Management LLC in the process.

Whereas, the Board of Trustees has purchased student accident insurance and other property & casualty lines of coverage not included in the NJSIG program; and

Whereas, the insurers for these lines of coverage and other property & casualty insurance coverage carried by Board of Trustees not included in the coverage provided through NJSIG allow for appointment of the Broker of Record at the direction of the insured; and

Whereas, Board of Trustees desires to seek proposals from other insurers and seeks claim resolution assistance for its Property & Casualty & Student Accident lines of coverage.

Now therefore, be it resolved that the Board of Trustees, does hereby appoint Treadstone Risk Management LLC as its Insurance Broker /Risk Management Consultant for the remainder of the 2016-2017 fiscal year.

WHEREAS, N.J.S.A. 18A:18A-5(a)(10) authorizes the Board to award a contract for insurance consultant services without public bidding, in accordance with the procedures established for an extraordinary unspecifiable service (hereinafter referred to as "EUS"), pursuant to N.J.S.A. 18A:18A-5(a)(2); and

NOW, THEREFORE, BE IT RESOLVED that Treadstone Risk Management LLC shall be appointed to provide Insurance Broker /Risk Management Consultant services and that a contract for such services shall be awarded for the following reasons:

1. The fee structures proposed are most advantageous to the Board, price and other factors considered.
2. Experience and resources necessary to perform the contract have been demonstrated.
3. Reputation and responsibility of the Insurance Broker /Risk Management Consultant are satisfactory.

<b>Motion# 170125.3 Motioned by: Mr. Alexis      Seconded by: Mr. Rustamov      Passed: Yes</b>							
ROLL CALL	<b>R Rustamov</b>	<b>K Sahay</b>	<b>N Tiryaki</b>	<b>S Alexis</b>	<b>A Munisamy</b>	<b>M Eke</b>	
YES	V	V		V	V		
NO							
ABSTAIN							
ABSENT			V			V	

## **XI. Action Items**

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

RESOLVED, that the Board of Trustees of Thomas Edison EnergySmart Charter School has approved the SEMI Waiver for 2016-2017 school year.

<b>Motion# 170125.4 Motioned by: Mr. Alexis      Seconded by: Mr. Rustamov      Passed: Yes</b>							
ROLL CALL	<b>R Rustamov</b>	<b>K Sahay</b>	<b>N Tiryaki</b>	<b>S Alexis</b>	<b>A Munisamy</b>	<b>M Eke</b>	
YES	V	V		V	V		
NO							
ABSTAIN							
ABSENT			V			V	

## **XII. Action Items**

Motion to approve the recommendation of Mr. Rustamov to approve the following Diversity Activities

- Franklin food bank holiday donations and outreach
- One of our parents brought flyers to their church
- Bulk mailing to North Brunswick & Franklin Twp households with 13/14 year old children
- Facebook Ads
- Franklin Reporter Ad
- Open House

<b>Motion# 170125.5 Motioned by: Mr. Munisamy Seconded by: Mr. Sahay Passed: Yes</b>							
ROLL CALL	R Rustamov	K Sahay	N Tiryaki	S Alexis	A Munisamy	M Eke	
YES	V	V		V	V		
NO							
ABSTAIN							
ABSENT			V			V	

## **XIII. Human Resources**

To accept the recommendation of the Lead Person to approve the following hiring's

Mr. Justin Floersch as a part time Substitute teacher without benefits with salary rate of \$120 per day effective January 23, 2017 through June 30, 2017

Mrs. Kathleen Fountain as a full time teacher with benefits with annual salary of \$41,400 effective January 23, 2017 through June 30, 2017

Mr. Adam Krissow as a full time teacher with benefits with annual salary of \$40,400 effective January 30, 2017 through June 30, 2017

Mrs. Emine Tong as a part time Substitute teacher without benefits with salary rate of \$120 per day effective January 10, 2017 through June 30, 2017

Ms. Rachel Janho as a full time teacher with benefits with annual salary of \$40,000 effective January 02, 2017 through June 30, 2017

## **Resignations**

Motion to accept following resignations

Ms. Arielle Mangiaracina as of 01/15/2017

Ms. Catherine Rand as of 01/26/2017

<b>Motion# 170125.6 Motioned by: Mr. Rustamov Seconded by: Mr. Munisamy Passed: Yes</b>							
ROLL CALL	R Rustamov	K Sahay	N Tiryaki	S Alexis	A Munisamy	M Eke	
YES	V	V		V	V		
NO							
ABSTAIN							
ABSENT			V			V	

#### **XIV. Action Items**

Motion to approve the recommendations of Mr. Munisamy to appoint Mrs. Raquel Neri as a board member effective February 1, 2017

<b>Motion# 170125.7 Motioned by: Mr. Alexis      Seconded by: Mr. Rustamov      Passed: Yes</b>						
ROLL CALL	<b>R Rustamov</b>	<b>K Sahay</b>	<b>N Tiryaki</b>	<b>S Alexis</b>	<b>A Munisamy</b>	<b>M Eke</b>
YES	V	V		V	V	
NO						
ABSTAIN						
ABSENT			V			V

#### **Adjournment**

***Time: 8:43 PM***

<b>Motion# 170125.8 Motioned by: Mr. Rustamov      Seconded by: Mr. Munisamy      Passed: Yes</b>						
ROLL CALL	<b>R Rustamov</b>	<b>K Sahay</b>	<b>N Tiryaki</b>	<b>S Alexis</b>	<b>A Munisamy</b>	<b>M Eke</b>
YES	V	V		V	V	
NO						
ABSTAIN						
ABSENT			V			V

#### **Attachments**

Bill List  
Budget Transfer  
Board Secretary Report  
Treasurers Report