

M I N U T E S



CENTRAL JERSEY COLLEGE PREP CHARTER
SCHOOL

BOARD OF TRUSTEES
BOARD MEETING
OCTOBER 28, 2025

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS AND HOME NEWS
TRIBUNE ON JULY 3RD, 2025

CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL

101 Mettlers Rd, Somerset, NJ 08873
Tel: 732-649-3954 Fax: 732-302-9993
www.cjcollegeprep.org

BOARD OF TRUSTEES REGULAR MEETING

Date: October 28, 2025, 6:30 PM

Place: 101 Mettlers Rd, Somerset, NJ 08873

OPEN PUBLIC MEETINGS ACT STATEMENT

In accordance with the “Open Public Meetings Act” P.L. 1975, c. 231 (Sunshine Law), the schedule and notification of this meeting have been published on Courier News and Home News Tribune on **July 3rd, 2025**.

MISSION STATEMENT:

The mission of Central Jersey College Prep Charter School (CJCP) is to provide academic and social challenges and opportunities for students to attain the skills necessary for success in post-secondary education.

AGENDA

- I. The Regular Meeting of the Central Jersey College Prep Charter School is called to order at 6:42 PM. The Board reserves the right to act on any or all agenda items.

Roll Call by:

Trustee	Position	Term Expires	Attendance
Dr. Ferhan Tunagur	President	03/01/2026	PRESENT
Mrs. Jackie Lewis	Vice President	07/01/2028	PRESENT
Eric Van Bladel	Member	06/30/2027	PRESENT
Dr. Tracy Gill	Member	06/30/2026	PRESENT
Dr. Ahmet Atlig	Member	02/19/2028	PRESENT
Amina Andha	Student Representative	06/30/2026	PRESENT

Also Present:

Member	Position	Attendance
Dr. Namik Sercan	Chief Education Officer	PRESENT
Mr. Matt Anar	School Business Administrator	PRESENT
Ms. Fiona Daubon	Assistant BA/Board Secretary	PRESENT
Ms. Carrie Thomas	Curriculum and Special Education Director	PRESENT
Ms. Barbara Grossmann	Anti-Bullying Coordinator	PRESENT

II. Acceptance of Agenda

- i. **BE IT RESOLVED**, Central Jersey College Prep Charter School Board of Trustees approves the October 28, 2025 Regular Board Meeting agenda.

Moved by Mrs. Jackie Lewis, seconded by Mr. Eric Van Bladel to approve the motion.

Roll call: All in Favor

Against: NONE Abstained: NONE Absent: NONE

Resolution 20251028.1 is adopted unanimously.

III. Acceptance of Minutes

- i. **BE IT RESOLVED**, that the Board approves the minutes for the Regular Meeting held on September 23, 2025 presented in [Appendix A](#).

Moved by Mrs. Jackie Lewis, seconded by Dr. Ahmet Atlig to approve the motion.

Roll call: All in Favor

Against: NONE Abstained: NONE Absent: NONE

Resolution 20251028.2 is adopted unanimously.

IV. Board Matters:

Next Board meeting: Monday, November 24, 2025

V. Board Policy

- i. **BE IT RESOLVED**, that the Board approves the **second reading and adoption** of the revised regulation R 5516 Use of Electronic Communication or Recording Devices as detailed in the attached hereto and made a part of the minutes. [Appendix B](#)

Moved by Dr. Ahmet Atlig, seconded by Dr. Ferhan Tunagur to approve the motion.

Roll call: All in Favor

Against: NONE Abstained: NONE Absent: NONE

Resolution 20251028.3 is adopted unanimously.

VI. Chief Education Officer's Monthly Report – Dr. Sercan

- Updates on the new cell phone policy

VII. Public Comments

The Board President or designee opens the public comment session on any topic. Each person is limited to speaking for a period of three (3) minutes and will be asked to give their full name, spell their last name and provide their address. The Board President or designee closes the public comment session on any topic.

NO PUBLIC COMMENT

VIII. Executive Session

- i. Central Jersey College Prep Charter School is **called to order for an executive session** at 6:53 PM in accordance with the Sunshine Law, Chapter 321, P.L. 1975.

WHEREAS, the Open Public Meetings Act authorizes Boards of Trustees to meet in executive session under certain circumstances

WHEREAS, the Open Public Meetings Act requires the Board to adopt a resolution at a public meeting to go into private session; now therefore,

BE IT RESOLVED by the Central Jersey College Prep Charter School Board of Trustees, that it is necessary to meet in executive session to discuss certain items involving such as personnel matters, attorney-client privilege matters, pending litigation, HIB monthly reports, negotiations and other such related matters pursuant to law N.J.S.A. 10:4-12(b).

BE IT FURTHER RESOLVED that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

Moved by Mr. Eric Van Bladel, seconded by Mrs. Jackie Lewis to approve the motion.

Roll call: All in Favor

Against: NONE Abstained: NONE Absent: NONE

Resolution 20251028.4 is adopted unanimously.

- ii. **FURTHER RESOLVED** that the Board of Trustees will return to open session to conduct business at the conclusion of the executive session.

Moved by Dr. Ahmet Atlig, seconded by Mrs. Jackie Lewis to approve the motion.

Roll call: All in Favor

Against: NONE Abstained: NONE Absent: NONE

Resolution 20251028.5 is adopted unanimously.

IX. HIB Report

BE IT RESOLVED, that the Board hereby accepts the HIB report presented in the Executive session.

Moved by Mrs. Jackie Lewis, seconded by Dr. Tracy Gill to approve the motion.

Roll call: All in Favor

Against: NONE Abstained: NONE Absent: NONE

Resolution 20251028.6 is adopted unanimously.

X. Designations, Discussion and Action Items

a. Snow Plowing Services

WHEREAS, proposals were solicited from eight (8) companies to provide snow plowing services for the Central Jersey College Prep Charter School facilities for the 2025-2026 school year; and

WHEREAS, three (3) companies were unable to take on additional accounts and five (5) companies submitted proposals for consideration; and

WHEREAS, after evaluating the proposals submitted, AFS Solutions of Bridgewater, New Jersey, was determined to offer the most competitive pricing while meeting the specifications outlined in the solicitation as presented in [Appendix C](#);

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Central Jersey College Prep Charter School, that:

1. The proposal submitted by AFS Solutions of Bridgewater, New Jersey, for snow plowing services is hereby accepted.
2. The Board authorizes the Business Administrator to execute a contract with AFS Solutions for the provision of snow plowing services in accordance with the terms of their proposal and applicable laws.

Moved by Dr. Ahmet Atlig, seconded by Mr. Eric Van Bladel to approve the motion.

Roll call: All in Favor

Against: NONE Abstained: NONE Absent: NONE

Resolution 20251028.7 is adopted unanimously.

b. Memorandum of Agreement with Law Enforcement

WHEREAS, the Board of Trustees of Central Jersey College Prep Charter School recognizes the importance of school safety and cooperation with local law enforcement; and

WHEREAS, the New Jersey Department of Education (NJDOE) mandates a Memorandum of Agreement (MOA) between the school and local law enforcement agencies; and

WHEREAS, the Board has reviewed the required MOA as presented in [Appendix D](#);

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of Central Jersey College Prep Charter School approves the mandated MOA with local law enforcement and authorizes the Chief Education Officer to execute the MOA on behalf of the Board.

Moved by Dr. Ahmet Atlig, seconded by Mr. Eric Van Bladel to approve the motion.

Roll call: All in Favor

Against: NONE Abstained: NONE Absent: NONE

Resolution 20251028.8 is adopted unanimously.

XI. Human Resources

- A. **BE IT RESOLVED**, that the Board, upon recommendation by the CEO, approves the hiring of new employees, adjustments in professional responsibilities, pertinent salary allocations, additional stipends, professional development compensation and alumni tutors for the school year of 2025-2026 school years as detailed in the below exhibits attached hereto and made a part of the minutes:

i. New Hires, Renewals & Position/Term Changes for the school year of 2025-2026 as detailed in the exhibit attached hereto and made a part of the minutes. [Appendix E](#)

ii. Stipends & Bonuses for Teachers and staff FY26 [Appendix F](#)

Moved by Dr. Ahmet Atlig, seconded by Mr. Eric Van Bladel to approve agenda items IX. A - i through ii.

Roll call: All in Favor

Against: NONE Abstained: NONE Absent: NONE

Resolution 20251028.9 is adopted unanimously.

iii. Employee Bonus

WHEREAS, the Board of Trustees recognizes the dedication and hard work of all staff members at Central Jersey College Prep Charter School; and

WHEREAS, the Board desires to provide a bonus to employees in recognition of their contributions, consisting of an additional paycheck to be distributed in two payments, each equal to 50% of a regular paycheck; and

WHEREAS, the first payment will be issued as a Holiday bonus on November 14, 2025, and the second payment will be issued as a Retention bonus to employees who return for the 2026–2027 school year, included in the September 15, 2026 paycheck; and

WHEREAS, in the event an employee who receives either bonus payment subsequently resigns prior to February 1, 2026 for the first payment, or prior to October 1, 2026 for the second payment, for reasons other than medical, the employee may be required to reimburse the School for the amount of the respective payment; and

WHEREAS, the Board has determined that the bonus will be compensated through the proceeds received from the ERC (Employee Retention Credit) funds;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Central Jersey College Prep Charter School hereby approves the employee bonus as described above, with each payment equal to 50% of a regular paycheck, to be funded from the School's fund balance.

Moved by Dr. Ferhan Tunagur, seconded by Dr. Tracy Gill to approve the motion.

Roll call: All in Favor

Against: NONE Abstained: NONE Absent: NONE

Resolution 20251028.9 is adopted unanimously.

B. Field Trips

BE IT RESOLVED, that the Board hereby approves the field trips listed in [Appendix G](#)

Moved by Mrs. Jackie Lewis, seconded by Dr. Ahmet Atlig to approve the motion.

Roll call: All in Favor

Against: NONE Abstained: NONE Absent: NONE

Resolution 20251028.9 is adopted unanimously.

C. Workshops/Conferences

Approval of the attendance to and costs of the following Workshops/Conferences as requested by faculty members:

WHEREAS, the Faculty listed below will be attending workshops; and

WHEREAS, the attendance at stated functions is accepted as work-related and within the scope of the work responsibilities of the attendee; and

WHEREAS, the attendance at the functions is 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;

NOW 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 function as unavoidable, be it

BE IT FURTHER RESOLVED, that the excess is justified and therefore reimbursable.

Employee	Date	Program Name	Location	Cost
Ms. Neela Oza	December 10, 2025 9 am to 2:00 pm	<i>Sequencing for Success: Developing Teachers' Skills in Linking and Organizing Mathematical Ideas</i>	TCNJ, 2000 Pennington Road Ewing, NJ 08618	\$285
Ms. Shukla Pal Gorai	October 29, 2025 9am to 3pm	NGSS Workshop Series: Using Core Ideas to Construct Explanations of Science Phenomena	118 Lamington Rd, Branchburg, NJ 08876	\$150
Ms. Rachel Yopez	December 3, 2025 9am to 3pm	Using Foundational Science to Investigate Causes of Climate Change	118 Lamington Rd, Branchburg, NJ 08876	\$150

Ms. Shukla Pal Gorai	Wed January 21,2026 9AM-3PM	<i>Using Foundational Science to Investigate Climate Change Phenomena</i>	TCNJ, 2000 Pennington Road Ewing, NJ 08618	\$295
Ms. Corlynn Zampella	November 17, 2025 9am - 3pm	<i>AI for Educators: A Practical Introduction to Your New Co-Pilot</i>	TCNJ, 2000 Pennington Road Ewing, NJ 08618	\$295
Ms. Corlynn Zampella	December 08, 2025 11am - 2pm	<i>Using AI in the Classroom to Support Student Success: Tips, Tools and Tricky Topics</i>	TCNJ, 2000 Pennington Road Ewing, NJ 08618	\$225
Mrs. Francine Brown, Ms. Carrie Thomas	November 18, 2025	<i>Genesis seminar on "The Process of Scheduling." Education</i>	Monroe Township Public Library 4 Municipal Plaza, Monroe Twp, NJ 08831	No registration fee
Ms. Rebecca Blaskopf, Ms. Amanda Cappitelli	Asynchronus	<i>2022 Talk About Teaching: Growth</i>	Online	\$300 per person

Moved by Dr. Ahmet Atlig, seconded by Mrs. Jackie Lewis to approve the motion.

Roll call: All in Favor

Against: NONE Abstained: NONE Absent: NONE

Resolution 20251028.10 is adopted unanimously.

XII. Finance

i. Annual Charter School Fiscal Questionnaire

BE IT RESOLVED, that the Board hereby approves the 2025-2026 Annual Fiscal Questionnaire to be submitted to the NJDOE Office of Charter and Renaissance Schools.
[Appendix H](#)

Moved by Mrs. Jackie Lewis , seconded by Dr. Ferhan Tunagur to approve the motion.

Roll call: All in Favor

Against: NONE Abstained: NONE Absent: NONE

Resolution 20251028.11 is adopted unanimously.

ii. List of Bills

BE IT RESOLVED, that the Board approves the List of Bills for the periods between September 16, 2025 and October 24, 2025 in the total amount of \$2,302,685.68. [Appendix I](#)

Moved by Dr. Ahmet Atlig , seconded by Mr. Eric Van Bladel to approve the motion.

Roll call: All in Favor

Against: NONE Abstained: NONE Absent: NONE

Resolution 20251028.12 is adopted unanimously.

XIII. Adjournment

Moved by Mrs. Jackie Lewis , seconded by Mr. Eric Van Bladel to **adjourn meeting** at 8:21 PM.

Roll call: All in Favor

Against: NONE Abstained: NONE Absent: NONE

Resolution 20251028.13 is adopted unanimously.