

M I N U T E S



CENTRAL JERSEY COLLEGE PREP CHARTER
SCHOOL

BOARD OF TRUSTEES
BOARD MEETING
NOVEMBER 24, 2025

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

CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL

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BOARD OF TRUSTEES REGULAR MEETING

Date: November 24, 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 6:45 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	EXCUSED
Dr. Tracy Gill	Member	06/30/2026	*PRESENT
Dr. Ahmet Atlig	Member	02/19/2028	PRESENT
Amina Andha	Student Representative	06/30/2026	PRESENT

*Dr. Gill arrived at 7:02pm

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. 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 November 24, 2025 Regular Board Meeting agenda.

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

Roll call: All In Favor

Against: NONE Abstained: NONE Absent: Mr. Eric Van Bladel, Dr. Tracy Gill

Resolution 20251124.1 is adopted unanimously.

III. Acceptance of Minutes

- i. **BE IT RESOLVED**, that the Board approves the minutes for the Regular Meeting held on October 28, 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: Dr. Tracy Gill, Mr. Eric Van Bladel

Resolution 20251124.2 is adopted unanimously.

IV. Board Matters:

Next Board meeting: Tuesday, January 20, 2026

- Fiona will follow up on Board trainings

V. Board Policy

- i. **BE IT RESOLVED**, that the Board approves the **first reading** of the following new/revised/abolished policies and code of conduct as detailed in the exhibits attached hereto and made a part of the minutes. [Appendix B](#)

Number	P	R	Policy/ Regulation Title
2535	X	X	LIBRARY MATERIAL (M)
9130	X	X	PUBLIC COMPLAINTS
2530	X	X	RESOURCE MATERIALS

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

Roll call: All In Favor

Against: NONE Abstained: NONE Absent: Mr. Eric Van Bladel, Dr. Tracy Gill

Resolution 20251124.3 is adopted unanimously.

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

A detailed report of the NJSLA results will be presented to the board at the next

meeting once the results are public.

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.

3 staff members representing the Elementary and Upper school level expressed heartfelt gratitude to the board for the Holiday and Retention Bonus that was approved in the last meeting.

VIII. Designations, Discussion and Action Items

a. Charter Amendment Petition

WHEREAS, Central Jersey College Prep Charter School (“CJCP”) is committed to providing a high-quality public education that advances academic achievement, social development, and college and career readiness for all students.

WHEREAS, CJCP continues to experience strong enrollment demand from New Brunswick families, resulting in a persistent waitlist for elementary grades; and

WHEREAS, this demand demonstrates a clear need for additional high-quality public school seats for students in New Brunswick, particularly those from underserved communities; and

WHEREAS, CJCP proposes a K–5 expansion in New Brunswick to increase access to its successful academic model and better serve primarily local students pursuant to the applicable NJDOE policies and regulations; and

WHEREAS, CJCP has the organizational, academic, and financial capacity to implement this expansion responsibly and effectively;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Central Jersey College Prep Charter School approves the submission of the charter amendment petition for a New Brunswick K–5 program to the New Jersey Department of Education; and

BE IT FURTHER RESOLVED, that the projected enrollment chart, attached hereto as **Appendix C**, is incorporated by reference and approved as part of the expansion petition.

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

Roll call: All In Favor

Against: NONE Abstained: NONE Absent: Mr. Eric Van Bladel

Resolution 20251124.4 is adopted unanimously.

IX. 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 D](#)

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

Moved by Dr. Ahmet Atlig, seconded by Dr. Tracy Gill to approve agenda items IX. A - i through ii.

Roll call: All In Favor

Against: NONE Abstained: NONE Absent: Mr. Eric Van Bladel

Resolution 20251124.5 is adopted unanimously.

B. Salary Proportions from IDEA Grant Funding

BE IT RESOLVED, that the Board, approves the following salary proportion for IDEA support staff for the school year 2025-2026.

Name	Position	Total Salary	% Federal Funding	Amount Federal Amount
Keating, Emma	School Psychologist	\$72,100	100%	\$72,100
Orhan, Rabia	Social Worker	\$60,000	100%	\$60,000
Simon, Angely	Social Worker	\$65,820.09	10%	\$6,582
Tadros, Jessica	Social Worker	\$73,003.31	25%	\$18,250.80

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

Roll call: All In Favor

Against: NONE Abstained: NONE Absent: Mr. Eric Van Bladel

Resolution 20251124.6 is adopted unanimously.

C. Field Trips

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

Moved by Dr. Tracy Gill, seconded by Dr. Ahmet Atlig to approve the motion.

Roll call: All In Favor

Against: NONE Abstained: NONE Absent: Mr. Eric Van Bladel

Resolution 20251124.7 is adopted unanimously.

D. 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; 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

RESOLVED, that the excess is justified and therefore reimbursable.

Employee	Date	Program Name	Location	Cost
Ms. Fiona Daubon	Wednesday, December 3, 2025 Time: 9:00 AM – 12:00 PM	<i>Budget 2026-2027 Workshop</i>	East Orange School District, 199 4th Avenue, East Orange, NJ 07017	No Registration Cost
Ms. Michaela Birdyshaw	12/5/25	<i>Beyond the Academic Essay: Composing in the Secondary Classroom</i>	TCNJ Campus, Ewing NJ	\$285.00
Ms. Michaela Birdyshaw	1/12/26	<i>Strengthening Student Literacies in a Time of AI</i>	TCNJ Campus, Ewing NJ	\$285.00
Ms. Rachel Yepez	Wed Jan 21, 9AM-3PM	<i>Using Foundational Science to</i>	118 Lamington Rd, Branchburg, NJ	\$150

		<i>Investigate Climate Change Phenomena</i>	08876	
Ms. Meghan Deutsch	Thursday, December 4, 2025 9:00 - 1:00	<i>Hot Issues in Special Education</i>	Virtual	\$160
Ms. Meghan Deutsch	Thursday, December 18, 2025 9:00 - 3:00	<i>Preparing for Mediation and Due Process Hearings</i>	FEA Conference Center 12 Centre Drive, Monroe Township, NJ 08831	\$195
Ms. Sara Meyer	December 4, 2025 8:30am - 3pm	<i>The USDA (Food Service) Conference</i>	The Convention Center Edison NJ	No registration fee

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

Roll call: All In Favor

Against: NONE Abstained: NONE Absent: Mr. Eric Van Bladel

Resolution 20251124.8 is adopted unanimously.

X. Finance

Monthly Reports

a. Board Secretary & Treasurer's Report

Upon recommendation of the Chief Education Officer, and the Business Administrator, motion to approve the 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 \$17,617,893.85 as of September 30, 2025.

BE IT RESOLVED, that the Reports of the Secretary and the Treasurer of School Moneys be accepted.

Pursuant to N.J.A.C. 6A:23-2.11, I certify that as of September 30, 2025 no major budgetary line item account expenditure exceeds the amount appropriated by the Charter Board of Trustees.

Date _____

RESOLVED, that after review of the Secretary's and Treasurer's reports for September 2025 based upon consultation with and representations of the appropriate officials (Secretary, Treasurer, Business Administrator and Chief Education Officer), the Board of Trustees of Central Jersey College Prep 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.

Resolution 20251124.9 is adopted unanimously.

BE IT RESOLVED, that the Board approves the List of Bills for the periods between October 25, 2025 and November 20, 2025 in the total amount of \$2,312,470.96. [Appendix G](#)

Resolution 20251124.10 is adopted unanimously.

i. Central Jersey College Prep Charter School is **called to order for an executive session** at 7:23PM in accordance with the Sunshine Law, Chapter 321, P.L. 1975.

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

Roll call: All In Favor

Against: NONE Abstained: NONE Absent: Mr. Eric Van Bladel

Resolution 20251124.11 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 Mrs. Jackie Lewis , seconded by Dr. Ahmet Atlig to approve the motion.

Roll call: All In Favor

Against: NONE Abstained: NONE Absent: Mr. Eric Van Bladel

Resolution 20251124.12 is adopted unanimously.

XII. HIB Report

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

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

Roll call: All In Favor

Against: NONE Abstained: NONE Absent: Mr. Eric Van Bladel

Resolution 20251124.13 is adopted unanimously.

XIII. Adjournment

Moved by Dr. Ahmet Atlig , seconded by Dr. Tracy Gill to **adjourn meeting** at 7:48 PM.

Roll call: All In Favor

Against: NONE Abstained: NONE Absent: Mr. Eric Van Bladel

Resolution 20251124.14 is adopted unanimously.