

M I N U T E S



MIDDLESEX COUNTY STEM CHARTER SCHOOL

BOARD OF TRUSTEES

JULY 17, 2025

THE MEETING NOTICE HAS BEEN ADVERTISED IN COURIER NEWS AND HOME NEWS
TRIBUNE ON JULY 15, 2025.

MIDDLESEX COUNTY STEM CHARTER SCHOOL

613 Carlock, Perth Amboy NJ 08861

Tel: 848-242-1818

www.middlesexcharter.org

BOARD OF TRUSTEES SPECIAL MEETING

Date: July 17, 2025, 6:30 PM

Place: 613 Carlock Avenue, Perth Amboy, NJ 08861

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 15, 2025.

Mission Statement

The mission of the Middlesex County STEM Charter School is to provide rigorous science, technology, engineering, and math curricula in a diverse and nurturing environment to spark students’ interest at early ages in STEM careers.

AGENDA

I. Roll Call

The Board of Trustees Special Meeting of the Middlesex County STEM Charter School is called to order at 6:38 pm. The Board reserves the right to act on any or all agenda items.

Moved by Mrs. Jackie Lewis, seconded by Mr. Anthony Attanasio to approve the motion.

Roll call: All in Favor

Against: NONE Abstained: NONE

Absent: Mr. Dave Vitali, Ms. Tonya Heyward

Resolution 250717.1 is adopted unanimously.

Roll Call by:

Trustee	Position	Term Expires	Attendance
Mrs. Jackie Lewis	President	June 30, 2027	PRESENT
Mr. Anthony Attanasio	Vice President	June 30, 2026	PRESENT
Mr. David Vitali	Member	June 30, 2027	EXCUSED
Ms. Melissa Corraliza	Member	June 30, 2026	PRESENT
Ms. Tonya Heyward	Member	June 30, 2026	*PRESENT

***Joined at 6:41pm**

Also Present:

Member	Position	Attendance
Ms. Fiona Daubon	Business Administrator/Board Secretary	PRESENT

Ms. Asli Cebe	Director of Operations	PRESENT
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II. **Acceptance of Agenda**

BE IT RESOLVED, Middlesex County Stem Charter School Board of Trustees approves the Special Board Meeting agenda.

Moved by Ms. Melissa Corraliza, seconded by Mr. Anthony Attanasio to approve the motion.

Roll call: All in Favor

Against: NONE Abstained: NONE

Absent: Mr. Dave Vitali, Ms. Tonya Heyward

Resolution 250717.2 is adopted unanimously.

III. **Acceptance of Minutes**

BE IT RESOLVED, Middlesex County STEM Charter School Board of Trustees approves the Board Meeting Minutes for June 26, 2025 as presented in [Appendix A](#)

Moved by Ms. Melissa Corraliza, seconded by Mr. Anthony Attanasio to approve the motion.

Roll call: All in Favor

Against: NONE Abstained: NONE

Absent: Mr. Dave Vitali, Ms. Tonya Heyward

Resolution 250717.3 is adopted unanimously.

IV. **Board Matters**

i. NJ School Boards Conference: Monday October 20, 2025 to Thursday October 23, 2025.

ii. Next Board Meeting: Tuesday August 26, 2025 @ 6:30pm

V. **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 COMMENT

VI. **Designations, Discussion and Action Items**

i. Authorizing the Amendment Request to Add A New Building to School's Charter

WHEREAS, the Board of Trustees of the Middlesex County STEM Charter School, recognizes the need to relocate or expand its educational operations to a new facility in order to better serve its students and school community; and

WHEREAS, the proposed new facility located at 351 Mechanic Street, Perth Amboy NJ 08861 will support the school's mission, provide adequate space to meet the educational program needs, and comply with all applicable health, safety, and building code requirements; and

WHEREAS, in accordance with N.J.A.C. 6A:11-2.6 and guidance issued by the NJDOE, a charter school must obtain approval from the Commissioner of Education prior to making a material change to its charter, including a change in facility location; and

WHEREAS, the school administration has conducted appropriate due diligence regarding the proposed facility and has determined that the site is suitable for school operations beginning in the 2025-2026 school year;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Middlesex County STEM Charter School hereby authorizes the submission of an amendment request to the New Jersey Department of Education to approve the addition of a new building to the school's charter located at 351 Mechanic Street, Perth Amboy NJ 08861; and

BE IT FURTHER RESOLVED, that the Chief Education Officer and School Business Administrator are hereby authorized to take all necessary actions and submit all required documentation to the NJDOE to effectuate this amendment.

Moved by Mr. Anthony Attanasio, seconded by Ms. Melissa Corraliza to approve the motion.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: Mr. Dave Vitali

Resolution 250717.4 is adopted unanimously.

ii. Authorizing the CEO to Execute Lease Agreement with Advanced Schools for 351 Mechanic Street Building

WHEREAS, the Board of Trustees of Middlesex County STEM Charter School, a public charter school authorized by the New Jersey Department of Education, is committed to securing facilities that support the academic and operational needs of the school; and

WHEREAS, the school has identified a facility located at 351 Mechanic Street, Perth Amboy NJ that is suitable for school operations and meets all applicable health, safety, and educational facility requirements; and

WHEREAS, the school has negotiated proposed lease terms with Advanced Schools, Inc., for a lease term of up to eight (8) years at a rental rate not to exceed \$18.00 per

square foot, and the proposed lease terms are determined to be in the best interest of the school; and

WHEREAS, the School Business Administrator has confirmed that the financial obligations under the proposed lease can be met within the school's budget without negatively impacting its financial position;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Middlesex County STEM Charter School hereby authorizes Dr. Namik Sercan, the Chief Education Officer to execute a lease agreement with Advanced Schools, Inc. for the facility located at 351 Mechanic Street, Perth Amboy NJ with a lease term of up to eight (8) years and a rental rate not to exceed \$18.00 per square foot, subject to review and approval by legal counsel;

BE IT FURTHER RESOLVED, that the Chief Education Officer is authorized to take all necessary steps to finalize and implement the lease agreement, including the execution of related documents, and to ensure compliance with all applicable local, state, and federal requirements.

Moved by Mrs. Jackie Lewis, seconded by Ms. Melissa Corraliza to approve the motion.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: Mr. Dave Vitali

Resolution 250717.5 is adopted unanimously.

iii. Authorizing Purchase of Two School Buses via ESCNJ Cooperative Purchasing Contract

WHEREAS, the Board of Trustees of Middlesex County STEM Charter School is authorized by N.J.S.A. 18A:18A-11 to purchase goods and services through cooperative pricing agreements for the provision or performance of goods or services; and

WHEREAS, the Educational Services Commission of New Jersey (ESCNJ) Cooperative Pricing System has awarded a contract for the purchase of school buses that meets the needs of the school; and

WHEREAS, Robert Hoover & Sons Inc. is an authorized vendor under ESCNJ Contract #ESCNJ 23/24 for the purchase of school vehicles; and

WHEREAS, the School Business Administrator has reviewed and recommends the purchase of two (2) new school buses from Robert Hoover & Sons Inc. under ESCNJ Contract #ESCNJ 23/24; and

WHEREAS, the total cost of each school bus is \$172,962.14, as per the vendor's quotation and in compliance with the contract terms; and

WHEREAS, the Chief School Administrator and School Business Administrator have certified that sufficient funds are available for this purchase;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Middlesex County STEM Charter School authorizes the purchase of two (2) new school buses from Robert Hoover & Sons Inc. in the amount of \$172,962.14 for each bus through the ESCNJ Cooperative Pricing System Contract #ESCNJ 23/24.

BE IT FURTHER RESOLVED, that the School Business Administrator is authorized to execute any and all documents necessary to complete the purchase as set forth in this resolution.

Moved by Ms. Melissa Corraliza, seconded by Mr. Anthony Attanasio to approve the motion.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: Mr. Dave Vitali

Resolution 250717.6 is adopted unanimously.

VII. Adjournment

Moved by Ms. Tonya Heyward, seconded by Mr. Anthony Attanasio to **adjourn the meeting** at 6:47PM.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: Mr. Dave Vitali

Resolution 250717.7 is adopted unanimously.