

M I N U T E S



MIDDLESEX COUNTY STEM CHARTER SCHOOL

BOARD OF TRUSTEES

AUGUST 26, 2025

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

MIDDLESEX COUNTY STEM CHARTER SCHOOL

613 Carlock, Perth Amboy NJ 08861

Tel: 848-242-1818

www.middlesexcharter.org

BOARD OF TRUSTEES MEETING

Date: August 26, 2025, 6:30 PM

Place: 351 Mechanic Street, 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 3, 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 Meeting of the Middlesex County STEM Charter School is called to order at 6:39 pm. The Board reserves the right to act on any or all agenda items.

Moved by Ms. Tonya Heyward, seconded by Ms. Melissa Corraliza to approve the motion.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: Mr. David Vitali

Resolution 250826.1 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	*PRESENT
Ms. Melissa Corraliza	Member	June 30, 2026	PRESENT
Ms. Tonya Heyward	Member	June 30, 2026	PRESENT

***Mr. David Vitali Joined at 6:52pm**

Also Present:

Member	Position	Attendance
Dr. Namik Sercan	Chief Education Officer	PRESENT
Ms. Fiona Daubon	Business Administrator/Board Secretary	PRESENT

II. Acceptance of Agenda

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

Moved by Mr. Anthony Attanasio, seconded by Ms. Tonya Heyward to approve the motion.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: Mr. David Vitali

Resolution 250826.2 is adopted unanimously.

III. Acceptance of Minutes

BE IT RESOLVED, Middlesex County STEM Charter School Board of Trustees approves the Special Board Meeting Minutes for July 17, 2025 as presented in [Appendix A](#)

Moved by Ms. Melissa Corraliza, seconded by Ms. Tonya Heyward to approve the motion.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: Mr. David Vitali

Resolution 250826.3 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 September 30, 2025

V. Board Policy

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
1636.01	X		NOTIFICATION OF PROMOTION, NEW JOB, AND TRANSFER OPPORTUNITIES (M) (New)
5339.01	X		STUDENT SUN PROTECTION (M) (New)

6111	X	X	SPECIAL EDUCATION MEDICAID INITIATIVE (SEMI) PROGRAM (M) (New)
0143	X		BOARD MEMBER ELECTION AND APPOINTMENT (Bylaw) (Revised)
0173	X		DUTIES OF PUBLIC ACCOUNTANT (Bylaw) (Revised)
0174	X		LEGAL SERVICES (Bylaw) (Revised)
0177	X		PROFESSIONAL SERVICES (Bylaw) (Revised)
1570	X		INTERNAL CONTROLS (M) (Revised)
2422	X		Statutory Curricular Requirements (M) (Revised)
6220	X	X	BUDGET PREPARATION (M) (Revised)
1648.15	X		Recordkeeping for Healthcare Settings in School Buildings – COVID-19 (M) (ABOLISHED)
			Financial Aid

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

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: NONE

Resolution 250826.4 is adopted unanimously.

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

1. CSP Update
 - a. Enrollment:
 - i. Fully enrolled in the Elementary & Middle School level
 - ii. High School level not fully enrolled yet
 - iii. 860 students
 - b. Expenditure Report**
2. Other
 - a. Building Updates:
 - i. Renovations in Carlock & Mechanic Buildings
 - ii. Annex Building for 9th grade gym class and athletic games
 - b. Staffing:
 - i. Over 120 Instructional and Support Staff
 - ii. 8.6:1 student teacher ratio

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. Designations, Discussion and Action Items

a. Assessment Calendar 2025 -2026

BE IT RESOLVED that the Board approves the Assessment Calendar for the 2025 - 2026 school year as presented in [Appendix C.](#)

Moved by Ms. Melissa Corraliza, seconded by Ms. Tonya Heyward to approve the motion.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: NONE

Resolution 250826.5 is adopted unanimously.

b. Approval of Proposal for Child Study Team Services from the Educational Services Commission of New Jersey for Middlesex County STEM Charter School

BE IT FURTHER RESOLVED that the Board approves the proposal for Child Study Team Services from the Educational Services Commission of New Jersey for Middlesex County STEM Charter School for the 2025 - 2026 school year as presented in [Appendix D.](#)

Moved by Mr. Anthony Attanasio, seconded by Ms. Tonya Heyward to approve the motion.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: NONE

Resolution 250826.6 is adopted unanimously.

c. Approval of Proposed Sublease Terms between Advanced Schools and Middlesex County STEM Charter School

WHEREAS, Middlesex County STEM Charter School requires adequate facilities to carry out its educational mission and serve its student population; and

WHEREAS, Middlesex County STEM Charter School has been occupying and utilizing the following premises:

- 613 Carlock Avenue, Perth Amboy NJ pursuant to lease arrangements with the Diocese of Metuchen

- 584 Hazel Street, Perth Amboy NJ pursuant to sublease arrangements with Advanced Schools Inc

WHEREAS, the proposed new facility located at 79-87 Commerce Street, Perth Amboy, NJ 08861, will primarily serve as a gymnasium, provide sufficient space to support the school's educational program needs, align with the school's mission, and comply with all applicable health, safety, and building code requirements; and

WHEREAS, the Board of Trustees has reviewed the proposed sublease term sheet with Advanced Schools Inc., covering three facilities, including rent, responsibilities, and terms of use, as outlined hereto in [Appendix E](#);

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 agreements with Advanced Schools, Inc. for the facilities listed below, with a lease term of up to eight (8) years at a rental rate of \$17.50 per square foot, subject to review and approval by legal counsel;

- 613 Carlock Avenue, Perth Amboy NJ
- 584 Hazel Street, Perth Amboy NJ
- 79-87 Commerce Street, Perth Amboy NJ

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

Moved by Ms. Tonya Heyward, seconded by Mr. Anthony Attanasio to approve the motion.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: NONE

Resolution 250826.6 is adopted unanimously.

d. Approval of Shared Services Agreement

BE IT RESOLVED, that the Board hereby approves the Shared Services Agreement between Central Jersey College Prep Charter School and Middlesex County STEM Charter School for the School Year 2025 - 2026 as presented in [Appendix F](#)

Moved by Ms. Tonya Heyward, seconded by Ms. Melissa Corraliza to approve the motion.

Roll call: majority

Against: NONE

Abstained: Mrs. Jackie Lewis

Absent: NONE

Resolution 250826.7 is adopted unanimously.

e. Accepting the Donation of Instructional Furniture from Central Jersey College Prep Charter School

WHEREAS, Central Jersey College Prep Charter School (“CJCP”) has declared the one hundred fifty (150) student desks and chairs as surplus instructional equipment and has offered to donate them to Middlesex County STEM Charter School to support its educational mission;

WHEREAS, Middlesex County STEM Charter School recognizes the value and utility of these donated furniture in enhancing instruction; and

WHEREAS, the Board of Trustees is authorized pursuant to N.J.S.A. 18A:20-4.2 to accept donations of personal property for school purposes, provided it is determined to be in the best interest of the school;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Middlesex County STEM Charter School hereby gratefully accepts the donation of one hundred fifty (150) student desks and chairs from Central Jersey College Prep Charter School, with appreciation for the continued collaboration between the two schools as presented in [Appendix G](#);

BE IT FURTHER RESOLVED, that the School Business Administrator, Ms. Fiona Daubon, is hereby authorized to coordinate the receipt and inventorying of the donated equipment and ensure its proper integration into the school’s instructional infrastructure.

Moved by Ms. Tonya Heyward, seconded by Ms. Melissa Corraliza to approve the motion.

Roll call: majority

Against: Abstained: Mrs. Jackie Lewis

Absent: NONE

Resolution 250826.8 is adopted unanimously.

f. Accepting the Donation of 12 Smartboards from The Ethical Community Charter School in Jersey City

WHEREAS, Middlesex County STEM Charter School has been offered a donation of twelve (12) Smartboards by The Ethical Community Charter School, another New Jersey charter school in Jersey City; and

WHEREAS, the School has determined that the donated Smartboards are suitable for instructional use and will enhance classroom technology without cost to the School; and

WHEREAS, pursuant to N.J.S.A. 18A:20-4 and related regulations, the Board of Trustees must formally accept donations of equipment; and

WHEREAS, the School Business Administrator, Ms. Fiona Daubon has reviewed the donation and confirmed that there are no costs to the School other than those associated with installation, maintenance, or use; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Middlesex County STEM Charter School hereby accepts the donation of twelve (12) Smartboards from The Ethical Community Charter School as presented in [Appendix H](#); and

BE IT FURTHER RESOLVED, that the School Business Administrator is authorized to complete all required documentation, inventory updates, and acknowledgments of this donation in accordance with applicable New Jersey Department of Education guidelines and the School's asset management policies.

Moved by Mr. Anthony Attanasio, seconded by Ms. Tonya Heyward to approve the motion.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: NONE

Resolution 250826.9 is adopted unanimously.

g. Approval of Renewal Agreement with E-Rate Consulting Inc. for E-Rate Procurement Services.

WHEREAS, Middlesex County STEM Charter School ("School") participates in the Federal E-Rate Program, which provides discounts to assist schools in obtaining affordable telecommunications and internet access; and

WHEREAS, the School requires professional consulting services to assist with the preparation, submission, and management of E-Rate applications for fiscal years 2026 and 2027 (FY26 & FY27) ; and

WHEREAS, the School has previously contracted with E-Rate Consulting, Inc. for these services and wishes to renew the agreement for fiscal years 2026 and 2027 (FY26 & FY27); and

WHEREAS, the School is authorized under N.J.S.A. 18A:18A-5(a)(19) to procure such services through the New Jersey School Boards Association (NJSBA) Cooperative Pricing System; and

WHEREAS, E-Rate Consulting, Inc has been awarded a contract under NJSBA Procurement Number **E-8801-ACES-CPS** for E-Rate procurement services; and

WHEREAS, the School Business Administrator Ms. Fiona Daubon, has recommended renewing the agreement with E-Rate Consulting, LLC pursuant to the terms and pricing under the NJSBA contract; [Appendix I](#)

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Middlesex County STEM Charter School hereby approves the renewal agreement with **E-Rate Consulting, Inc.** for E-Rate procurement services for FY26 & FY27, in accordance with the terms of NJSBA Procurement Number **E-8801-ACES-CPS**; and

BE IT FURTHER RESOLVED that the Board authorizes the School Business Administrator/Board Secretary to execute the renewal agreement and take all necessary steps to effectuate this action.

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

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: NONE

Resolution 250826.10 is adopted unanimously.

h. Approval of Grant and Policy Consultant Services for Middlesex County STEM Charter School

BE IT RESOLVED that the Board approves the agreement with NSEA for Grant & Policy Consulting services for per diem fee of \$640 per day at Middlesex County STEM Charter School for the 2025 - 2026 school year as presented in [Appendix J](#).

Moved by Ms. Melissa Corraliza, seconded by Ms. Tonya Heyward to approve the motion.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: NONE

Resolution 250826.11 is adopted unanimously.

i. Approval of MOU for School Resource Officer Program

BE IT RESOLVED that the Board approves the memorandum of understanding between The City of Perth Amboy and Middlesex County STEM Charter School for the School Resource Officer Program for a three year period beginning with the 2025-2026 school year through to the 2027-2028 school year as presented in [Appendix K](#).

Moved by Ms. Melissa Corraliza, seconded by Ms. Tonya Heyward to approve the motion.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: NONE

Resolution 250826.12 is adopted unanimously.

j. Approval of Emergency Virtual & Remote Instructional Plan FY26

BE IT RESOLVED that the Board approves the 2025-2026 Emergency Virtual & Remote Instructional Plan as presented in [Appendix L](#).

Moved by Mrs. Jackie Lewis, seconded by Ms. Tonya Heyward to approve the motion.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: NONE

Resolution 250826.13 is adopted unanimously.

k. Approval of HIB Self-Assessment FY25

BE IT RESOLVED that the Board approves the submission of the 2024-2025 HIB self-assessment to the NJDOE as presented in [Appendix M](#).

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

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: NONE

Resolution 250826.14 is adopted unanimously.

IX. Human Resources

A. New Hires

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 N](#)

ii. Stipends for Teachers and staff FY26 [Appendix O](#)

Moved by Ms. Tonya Heyward, seconded by Mr. Anthony Attanasio to approve to approve agenda items

XII. A - i through ii.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: NONE

Resolution 250826.15 is adopted unanimously.

B. Advanced Placement (AP) and Dual Enrollment Teacher Stipends

WHEREAS, the 2025–2026 school year marks the first year that Middlesex County STEM Charter School will be offering Advanced Placement (AP) courses and Dual Enrollment courses to its students; and

WHEREAS, the Board of Trustees recognizes that the preparation, planning, coordination, and instructional delivery required for AP and Dual Enrollment courses exceed that of standard high school coursework; and

WHEREAS, the Board wishes to provide stipends to compensate teachers for the additional responsibilities associated with developing and teaching these advanced-level courses; and

WHEREAS, the Chief Education Officer, Dr. Namik Sercan recommends approval of a fixed stipend structure for AP and Dual Enrollment teachers, consistent with contractual, legal, and fiscal requirements;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Middlesex County STEM Charter School hereby authorizes the payment of stipends as follows beginning with the 2025–2026 school year:

- **One Thousand Dollars (\$1,000.00) per AP course taught;** and
- **Five Hundred Dollars (\$500.00) per Dual Enrollment course, per semester taught;** and

BE IT FURTHER RESOLVED that the School Business Administrator Ms. Fiona Daubon is authorized to process these payments, subject to confirmation of available appropriations within the Board-approved budget; and

BE IT FURTHER RESOLVED that the Chief Education Officer, Dr. Namik Sercan is authorized to implement this resolution and notify eligible teachers of their award.

Moved by Ms. Tonya Heyward, seconded by Mrs. Jackie Lewis to approve the motion.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: NONE

Resolution 250826.16 is adopted unanimously.

C. Advanced Placement (AP) Teacher Performance Bonus

WHEREAS, the 2025-2026 school year marks the first year that Middlesex County STEM Charter School will be offering Advanced Placement (AP) courses to its students; and

WHEREAS, the Board of Trustees seeks to encourage academic excellence and recognizes the added preparation, planning, and instructional effort required of teachers in delivering AP-level instruction; and

WHEREAS, the Board further wishes to establish a performance-based bonus incentive to reward AP teachers whose student pass rates is at least fifty percent (50%), or the same as the New Jersey state average, as measured by College Board AP exam results; and

WHEREAS, the Chief School Administrator and School Business Administrator recommend implementation of this performance-based incentive, consistent with contractual, legal, and fiscal requirements;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Middlesex County STEM Charter School hereby authorizes the payment of a performance bonus in the amount of Seventy-Five Dollars (\$75.00) per student who passes an AP exam in a

subject taught by a teacher whose overall AP student pass rate is at least fifty percent (50%) or the same as the New Jersey state average for that subject, whichever is less;

BE IT FURTHER RESOLVED that the School Business Administrator, Ms. Fiona Daubon is authorized to process these payments, subject to verification of official AP exam data and confirmation of available appropriations within the Board-approved budget; and

BE IT FURTHER RESOLVED that the Chief Education Officer, Dr. Namik Sercan is authorized to implement this resolution and notify eligible teachers of their award.

Moved by Ms. Tonya Heyward, seconded by Mrs. Jackie Lewis to approve the motion.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: NONE

Resolution 250826.17 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. Maria Greenstein	November 20, 2025	<i>Assessing Multilingual Properly for Disabilities</i>	The College of New Jersey	\$225

Ms. Stephanie Skrocki	December 11, 2025	<i>Supporting Bilingual Students in a Monolingual Framework</i>	The College of New Jersey	\$225
-----------------------	-------------------	--	---------------------------	-------

Moved by Ms. Melissa Corraliza, seconded by Ms. Tonya Heyward to approve the motion.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: NONE

Resolution 250826.18 is adopted unanimously.

X. Finance

i. Resolution to Increase the Bid Threshold

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3 (b) has increased the bid threshold amount for school districts whose School Business Administrator/Board Secretary does not possess a Qualified Purchasing Agent Certificate, from \$32,000, to \$39,000, effective July 1, 2025;

WHEREAS, Middlesex County STEM Charter School would like to take advantage of the maximum statutory bid threshold amount of \$39,000;

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees of Middlesex County STEM Charter School, pursuant to N.J.S.A. 18A:18A-3 (a), establishes and sets the bid threshold amount of \$39,000 for the school, and further authorizes the School Business Administrator/Board Secretary, Ms. Fiona Daubon, 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 of the newly established bid threshold amount.

Moved by Ms. Tonya Heyward, seconded by Ms. Melissa Corraliza to approve the motion.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: NONE

Resolution 250826.19 is adopted unanimously.

ii. Authorization to Submit ESEA Grant Application FY2026 and to Accept the Grant Award

BE IT RESOLVED, that the Board of Trustees of Middlesex County STEM Charter School hereby authorizes the submission of the ESEA application for Fiscal Year 2026, and accepts the grant award of the funds in the amount of \$400,859.00 upon subsequent approval of the FY 2026 ESEA application. [Appendix P](#)

Moved by Mrs. Jackie Lewis, seconded by Ms. Tonya Heyward to approve the motion.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: NONE

Resolution 250826.20 is adopted unanimously.

iii. Authorization to Submit IDEA Grant Application FY2026 and to Accept the Grant Award

BE IT RESOLVED, that the Board of Trustees of Middlesex County STEM Charter School hereby authorizes the submission of the ESEA application for Fiscal Year 2026, and accepts the grant award of the funds in the amount of \$171,887.00 upon subsequent approval of the FY 2026 IDEA application. [Appendix Q](#)

Moved by Mrs. Jackie Lewis, seconded by Ms. Tonya Heyward to approve the motion.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: NONE

Resolution 250826.21 is adopted unanimously.

iv. 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](#) for the following months are in agreement with the cash balance in the Governmental Funds of **\$3,823,706.41** as of June 30, 2025.

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

b. Board Secretary's Certification of Accounts

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

Fiona Daubon – Business Administrator

Date

c. Board Certification of Accounts

RESOLVED, that after review of the Secretary's and Treasurer's report for June 2025 based upon consultation with and representations of the appropriate officials (Secretary, Treasurer, Business Administrator and Chief Education Officer), the Board of Trustees of Middlesex County STEM 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.

Moved by Ms. Tonya Heyward, seconded by Ms. Melissa Corraliza to approve the motion.

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: NONE

Resolution 250826.22 is adopted unanimously.

d. List of Bills

BE IT RESOLVED, that the Board approves the List of Bills for the periods between June 16, 2025 through to June 30, 2025 in the total amount of \$730,396.31 [Appendix R](#)

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

Roll call: All in Favor

Against: NONE

Abstained: NONE

Absent: NONE

Resolution 250826.23 is adopted unanimously.

XI. Executive Session

Middlesex County STEM Charter School is **called to order for an executive session** at 8:19 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 Middlesex County STEM 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 Mr. Anthony Attanasio to approve the motion.
Roll call: All in Favor

Against: NONE Abstained: NONE Absent: NONE

Resolution 250826.24 is adopted unanimously.

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

Moved by Mr. David Vitali, seconded by Ms. Tonya Heyward to approve the motion.

Roll call: All in Favor

Against: NONE Abstained: NONE Absent: NONE

Resolution 250826.25 is adopted unanimously.

- XIII. HIB Report**

There have been no incidents of Harassment, Intimidation, or Bullying (HIB) since the board meeting on June 26, 2025.

- XIV. Adjournment**

Moved by Ms. Melissa Corraliza, seconded by Mr. Anthony Attanasio to **adjourn meeting** at 8:40pm.

Roll call: All in Favor

Against: NONE Abstained: NONE Absent: NONE

Resolution 250826.26 is adopted unanimously.