

MINUTES  
BOARD OF TRUSTEES  
of the  
SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY  
REGULAR BOARD MEETING  
September 10, 2012

**I. CALL TO ORDER**

The Regular Meeting of the Board of Trustees of the Sussex County Charter School for Technology was held on September 10, 2012 in Room 112 of the Sussex County Charter School for Technology, 385 North Church Road, Sparta, New Jersey. The meeting was called to order by Dr. Selby, Board President, at 4:15 p.m. Dr. Selby advised that the meeting had been called in accordance with the Open Public Meetings Act and requested that it be set forth in the minutes.

**II. DECLARATION OF OPEN PUBLIC MEETINGS ACT**

“Adequate notice of this public meeting has been made in accordance with the provisions set forth in the Open Public Meetings Act, Chapter 231, Laws of 1975, in the New Jersey Herald, the County Superintendent’s Office, and the County Administrator.”

**III. PLEDGE OF ALLEGIANCE**

All persons present participated in the recitation of the Pledge of Allegiance.

**IV. ROLL CALL**

The following roll call was taken:

<u>Present</u>	<u>Absent</u>
Mr. Nelms	Mrs. Blanchard
Dr. Rapuano	
Dr. Selby, President	
Mr. Teufert, Vice President - left at 5:20	

Also in attendance were: Mrs. Eckel, Administrative Principal, Mrs. Molinet, Business Administrator/Board Secretary and 2 staff members.

**V. APPROVAL OF MINUTES**

Mr. Teufert made a motion for the minutes to be approved.

- Regular Meeting Minutes of August 13, 2012
- Executive Session Minutes of August 13, 2012
- Board Retreat Minutes of August 16, 2012

Dr. Rapuano seconded the motion and the minutes were approved on a unanimous voice vote with the following exceptions: Mr. Nelms and Dr. Selby abstained from the August 13 minutes.

**VI. CORRESPONDENCE**

None

**VII. COMMENTS**

- A. President's Comments  
Dr. Selby commented that the retreat was very effective.  
Dr. Selby asked that a copy of the School's bylaws be shared with the Board.  
Mrs. Eckel agreed to send the bylaws to the Board.
- B. Committee Reports
  - Building and Grounds –  
Mr. Nelms commented that B& G will meet in October.
  - Personnel & Negotiations – None
  - Curriculum & Policy –  
Some policies have been sent to Trenton – waiting to hear.
  - Finance – None
  - Public Relations –  
Trying to get a meeting together for September 20 around 4pm.
- B. Board Member Comments  
None
- C. Faculty Comments  
Mrs. Zappile reported on the 2 days of legal training attended by the administration. Work agreement has been signed.

**VIII. PRINCIPAL'S INFORMATION**

- There was one Fire Drill in the month of August.
- There were no incidents of Harassment, Intimidation and Bullying in the month of August.
- The school is at 100% enrollment (225 students).
- See attached preliminary district data for this school year. Our largest sending districts are Montague, Sussex-Wantage, Vernon and Hopatcong. The Sparta population is growing.
- We are currently working through a number of bus issues, mainly related to overcrowded buses.
- Back to School Nights are on September 12th and 13th from 6:00 – 8:00PM.
- There is a Garage Sale Fundraiser sponsored by the PTO on Saturday, September 15 to help raise money to purchase "specials" for the Tricky Tray on Friday October 12th.

- The first In-Service staff day on October 8th will be Crisis Response Planning with George Scott from the Traumatic Loss Coalition. We will be discussing the effects of trauma, crisis team planning/responses and the complexities of suicide and the need for prevention/postvention.
- Detective Tom Rich will be here to talk to each grade individually about cyber-bullying and other related Internet/Facebook related topics.
- The Sussex County Technical School has graciously waived 50% of its fee for the Tricky Tray. We will request that they do the same for the Charter Graduation.
- We are thankful to the PTO for the beautiful letter they wrote Sussex Tech's Board to make the request.
- Mrs. Eckel spoke to the Board regarding the document scanning contract with TAB.

**IX. BUSINESS ADMINISTRATOR'S INFORMATION**

Mrs. Molinet went over the Financial Reports with the Board.

**X. PUBLIC PARTICIPATION**

**XI. BOARD ACTION ON AGENDA ITEMS**

**BUSINESS RECOMMENDATIONS**

Before voting Mrs. Molinet removed items 1-4 from the agenda since the Treasurer's report had not been received.

Mr. Nelms made a motion for resolutions 5 through 13 to be approved.

1. Removed
2. Removed
3. Removed
4. Removed
5. RESOLVED, that the Board of Trustees approve the motion, incompliance with NJSA 18A:22-8.1, for the budgetary transfers for the month of July 31, 2012 in the amount of \$13,200 to ensure that no line items are over expended, as attached.
6. RESOLVED, that the Board of Trustees approve the bill list for the month ending July 31, 2012 in the amount of \$140, 389.75 inclusive of July's payroll in the amount of \$43,892.28 as attached.

7. RESOLVED, that the Board of Trustees approve the contract between Countryside Landscaping, LLC and the Sussex County Charter School for the construction of a 12' X 8' shed to include labor and material at a cost of \$2,875.
8. RESOLVED, that the Board of Trustees approve a \$50,000 payment to NJ Community Capital for the payment of additional Principal on the Mortgage Loan bringing the Principal amount to \$364,392 at the end of August. Original Loan Amount was \$430,000.
9. RESOLVED, that the Board of Trustees approve the attached agreement with the Sussex County Educational Services Commission who will provide Ancillary Educational Services for the 2012-2013 school year.
10. RESOLVED, that the Board of Trustees approve the submission of the No Child Left Behind Act Needs Assessment.
11. RESOLVED, that the Board of Trustees approve the submission of the No Child Left Behind Act consolidated Formula SubGrant, Fiscal Year 2013

Title 1 Part A Basic, Concentration, Targeted & EFIG	\$17,081
Title II Part A	<u>\$ 1,814</u>
Total	\$18,895

12. RESOLVED, that the Board of Trustees approve the submission of the amendment to the No Child Left Behind 2011-2012 Consolidated Grant Application to include the addition of the 2010-2011 carry-over amounts.

Title I Part A -	\$1,388
Title II Part A -	<u>\$ 64</u>
	\$1,452

13. RESOLVED, that the Board of Trustees accept the 2012-2013 REAP Grant allocation in the amount of \$ 25,900.

Dr. Rapuano seconded the motion and resolutions 5 through 13 were approved by the following roll call vote: Mr. Nelms, yes; Dr. Rapuano, yes; Dr. Selby, yes.

**EDUCATION**

**PERSONNEL**

Due to email problems the Board members were not able to open the attachment for the job descriptions; the resolution was tabled to the next meeting.

Mr. Nelms made a motion for resolution 1 to be moved to the next meeting.

1. Removed

Dr. Selby seconded the motion and the resolution was tabled to the next meeting by a unanimous voice vote.

**POLICY**

Dr. Selby made a motion for resolution 1 to be approved.

1. RESOLVED, that the Board of Trustees approve the Sussex County Charter School for Technology's Goals Action Plan for the 2012-2013 school year.

Dr. Rapuano seconded the motion and the resolution was approved by a unanimous voice vote.

**XII. CLOSED SESSION**

**XIII. RETURN TO OPEN SESSION**

**XIV. PUBLIC PARTICIPATION**

**XV. BOARD MEMBER COMMENTS**

Dr. Selby noted that the agenda for next meeting should include the Board of Trustees Goals 1-4.

**XVI. ADJOURNMENT**

There being no further business to come before the Board, it was moved by Dr. Selby and seconded by Dr. Rapuano to adjourn at 5:40 p.m.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Estrella M. Molinet  
Board Secretary