

MINUTES
BOARD OF TRUSTEES
of the
SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
REGULAR BOARD MEETING
January 13, 2014

I. CALL TO ORDER

The Regular Meeting of the Board of Trustees of the Sussex County Charter School for Technology was held on January 13, 2014 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 Mr. Teufert, Board Vice President, at 4:11 p.m. Mr. Teufert 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 Pledge of Allegiance.

IV. ROLL CALL

The following roll call was taken:

<u>Present</u>	<u>Absent</u>
Mrs. Wendie Blanchard	Dr. Ed Selby
Mr. Michael Nelms	Dr. Mary Rapuano
Mr. Charles Teufert	

Also in attendance were; Jill Eckel, Administrative Principal; Estrella Molinet, Business Administrator/Board Secretary, Jim Baldini, Vice Principal; Barbara Zappile, Supervisor of Curriculum; Patrick Kane, Facilities Manager; Donna Nadratowski, Teacher; Jason Fritts, Teacher.

V. APPROVAL OF MINUTES

Approval of Minutes tabled to next meeting.

- Regular Meeting Minutes of December 9, 2013

VI. CORRESPONDENCE

None

VII. COMMENTS

A. President's Comments-

Mr. Teufert spoke to the Board regarding upcoming events in the area. The Technology Conference that Dr. Selby will be attending. The need to move the February and March meetings to Tuesday the 11th.

Motion to amend the meeting schedule for the February and March Board of Trustees meetings from Monday the 10th to Tuesday the 11th .

Motion approved by Mrs. Blanchard and Mr. Nelms. Motion carried.

B. Committee Reports

- **Building and Grounds –**

Pat Kane spoke to the Board regarding the roof, the road signs, the A/C system in the gym and a Facilities phone.

The roof emergency repair cost will be \$56,025. Peck Brothers who work with schools in the area are qualified to do the job, they fixed the gutters and put the snowbirds on our gym roof. The quality of their work is excellent and they work around the timelines of the school day.

Road signs on route 94 were removed 2 years ago and I have been after Sparta Twp to put back the signs the DOT has gotten involved and I also contacted Allison Mc Hose, at this point it looks like we will be getting our road signs back since the DOT feels our issue is a top priority.

Since we moved in back in 2011, we have not had the use of the A/C in the gym. The unit is a Trane proprietary unit and can only be started by a Trane representative. Trane has not paid attention to our requests until now. I called and asked that they come and remove the computer so we can get something in that will work.

Trane will be coming in to set it up. The lack of air-conditioning has at times made the floor bubble up due to heat and humidity.

I would like to request that the school look at getting a cell phone for the Facilities as I use my personal phone for work and if I am away the alarm calls come to me where I can't help. The phone would be handed to an administrator in district when I am out of the area. The cost is becoming prohibitive for the convenience of only carrying one phone.

- **Personnel & Negotiations –**
None

- Curriculum & Policy –
None
- Finance –
None
- Public Relations –
None

C. Board Member Comments

Mr. Teufert spoke regarding the 3 Strategic Plans available and what would be more suitable for our School. He also asked that Mrs. Molinet contact the insurance company regarding what they will cover, since coverage on the roof damage was denied. He also wanted a copy of the report that the Engineering Firm did for the Insurance Company.

D. Faculty Comments

Mr. Jason Fritts introduced himself to the Board and gave them some background information on his experience. He also thanked the Board for hiring him.

Mrs. Nadratowski spoke to the Board regarding the BYOD and the restrictions that security has on being able to get on websites.

VIII. PRINCIPAL'S INFORMATION

SCCST 8th graders have been invited to participate in Project *Altitude* along with Newton, Andover, Green and Sparta. Using a 3 year grant of \$200,000, the program will work with 8th graders to inspire students to move toward their highest and best selves. The vision is that through the multi-modal components of the program we will create safe places and appropriate interventions to help students develop life skills, believe in their own strength and goodness and feel excited about using their time and talent in service to others. The program also includes families and enlists them in empowering students towards these ends. For students participating in the Altitude program, responsible decisions will become self-evident, altruism will be seen as cool, and affirming voices will help as they navigate upcoming life choices. The program includes three different pieces:

- 1) Center for Prevention and Counseling will work with 8th graders and parents of 8th graders over the next 2 ½ years with a focus on engaging community in focusing on asset building, social media and healthy life choices.
- 2) Pass it Along will do a three part presentation in Health class each year entitled “Discovering Your Passions and Purpose.” This presentation is related to core content standards. Pass It Along will then assist in creating a chapter of PIA at school and work with students to develop service learning connections in the community.
- 3) MTV- Challenge Day. MTV will be in school for a 1 day program that will focus on “...If you only knew me...” a program focusing on breaking down barriers and creating positive school climate.

Elise Tooker and I will be attending the kick-off meeting this Thursday.

The Center for Prevention and Counseling also has a Life Skills grant available through the NJ Department of State Office of Faith-based Initiatives to work one-on-one with students on anything students need related to life skills (i.e. social skills, anger management)

The Center for Prevention and Counseling can also work with students in a “Girl’s Circle” and “Boy’s Counsel.” These weekly groups work on various topics helping students to understand themselves and peers better.

Current Foundations Rotations are: Growth and Development of Human Societies, Murder Mystery, math Help, Crocheting/Knitting, Counted Cross Stitch, Sign Language, Singing, Library, Drumming, Film Critiques, Meteorology and Recreate Famous Work of Art in Mod Podge. We have already had lunch room flash mobs with the drumming and singing groups!

Laura Knutelsky, our Science teacher/PR consultant put together some low cost changes or additions we can add to our Tech arsenal to help set us apart from other schools in the county. She proposes to change our 8th grade Portfolio requirement to an 8th grade Webfolio, the addition of some inexpensive “Gadgets for Application” into our Tech rotations, classrooms or Foundations classes, Tech Professional Development Sabbaticals for Teacher training in Technology, and a variety of action items that will help us continue to craft our public persona in the county.

IX. BUSINESS ADMINISTRATOR’S INFORMATION

Receipt of E-rate funds for the 12-13 school year was \$10,900, this is the first time we have received a full year of funding.

Insurance Information on September Storm Damage
Pending Roof Repair from September Storm

X. PUBLIC PARTICIPATION

XI. BOARD ACTION ON AGENDA ITEMS

BUSINESS RECOMMENDATIONS

Mrs. Blanchard made a motion for resolutions 1 through 9 to be approved.

1. RESOLVED, that the Board of Trustees approve the Board Secretary’s Report for the month ending November 30, 2013, as attached.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending November 30, 2013, as attached.

3. RESOLVED, that the Board of Trustees approve the motion that the Board Secretary certifies that, as of November 30, 2013, no line item account has been over-expended in violation of NJSA 18A:19-2.
4. RESOLVED, that pursuant NJSA to NJSA 18A:19-2, the Board of Trustees certify that as of November 30, 2013, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending November 30, 2013, upon consultation with the appropriate Charter School officials, to the best of our knowledge no major account or fund has been over expended in violation of NJSA 18A: 19-4 and that sufficient funds are available to meet the Charter School's financial obligations for the remainder of the fiscal year.
5. RESOLVED, that the Board of Trustees approve the motion, in compliance with NJSA 18A:22-8.1, for the budgetary transfers for the month of December 31, 2013 in the amount of \$ 159.98 to ensure that no line items are over expended, as attached.
6. RESOLVED, that the Board of Trustees approve the partial bill list for the month ending December 2013 in the amount of \$ 77,605.04, as attached. The complete bill list will be reapproved at the next meeting.
7. RESOLVED, that the Board of Trustees acknowledge receipt of e-rate funding in the amount of 10,901.58.
8. RESOLVED, that the Board of Trustees approve the transfer of funds from the Maintenance Reserve Account to the General Fund for the Emergency Roof Repair due to September's storm damage. Amount to be determined in the next few days.
9. RESOLVED, that the Board of Trustees approve Peck Brothers, LLC to do the roof repairs to the roof due to damage received during the September 12, 2013 storm. Approval was received from the County Office to invoke N.J.S.A. 18A:18A-7 the emergency provision of the Public Contracts Law for the repairs. The insurance company had engineers examining the roof and we were not able to do the repairs until the report was complete. The report was put in the mail to us on Wednesday, January 8, 2014. It was read to me over the telephone by Mr. Varley from NJSBAIG.

Mr. Nelms seconded the motion and resolutions 1 through 9 were approved by a roll call vote. Mrs. Blanchard, yes; Mr. Nelms, yes; and Mr. Teufert, yes.

EDUCATION

Mrs. Blanchard made a motion for resolutions 1 and 2 to be approved.

1. RESOLVED, that the Board of Trustees acknowledge the Discipline summary for December, 2013.
2. RESOLVED, that the Board of Trustees affirm the findings of the Harassment, Intimidation

and Bullying Report for December, 2013. There were no incidents of HIB for the month.

Mr. Nelms seconded the motion and resolutions 1 and 2 were approved by a roll call vote.

Mrs. Blanchard, yes; Mr. Nelms, yes; and Mr. Teufert, yes

PERSONNEL

Mrs. Blanchard made a motion for resolutions 1 through 5 to be approved.

1. RESOLVED, that the Board of Trustees approve a \$1,600.00 stipend Nicholas Fialcowitz to serve as Winter Sports Coach for the 2013-2014 school year.
2. RESOLVED, that the Board of Trustees Stephanie Chilingirian in the position of substitute for the 2013-2014 school year pending sub certificate verification.
3. RESOLVED, that the Board of Trustees approve the following Professional development:

Staff Member	Course	Date	Amount
L. Knutelsky	Applied Meteorology/Understanding Atmospheric conditions	2/11/14	\$50.00
L. Knutelsky	Applied Meteorology/Understanding Atmospheric conditions	2/18/14	\$50.00

4. RESOLVED, that the Board of Trustees approve a stipend of \$2,000, prorated to \$1,000 for Elise Tooker to serve as Project Altitude Coordinator for the 2013-2014 School Year.
5. RESOLVED, that the Board of Trustees approve Jason Fritts to the position of Teacher of Science, Step 1 Salary of \$43,452 plus BA+30 of \$1,500 for a total of \$44,952 prorated to the starting date of January 2, 2014 for the 2013-2014 school year.

Mr. Nelms seconded the motion and resolutions 1 through 5 were approved by a roll call vote. Mrs. Blanchard, yes; Mr. Nelms, yes; and Mr. Teufert, yes

POLICY

XI. CLOSED SESSION

WHEREAS, the Open Public Meetings Act, Chapter 231, P.L. 1975, section N.J.S.A. 10:4-12b permits the exclusion of the public from a meeting or portion of a meeting of this public body in certain circumstances and

WHEREAS, the Board must consider, which is/are exempt from public discussion pursuant to the Act;

- ___ 1. Matter which by express provision of law is rendered confidential
- ___ 2. Release of information which would impair receipt of federal funds
- ___ 3. Individual Privacy/Student Matters

- ___ 4. Negotiations
- ___ 5. Real estate matters
- ___ 6. Disclosure could impair public safety
- X 7. Pending/Anticipated Litigation
- ___ 8. Terms and conditions of employment
- ___ 9. Deliberations involving imposition of specific civil penalty

NOW THEREFORE BE IT RESOLVED that the Board of Trustees adjourn to executive session at 5:30 p.m. to discuss the above mentioned matters to the exclusion of all others. Matters discussed may or may not be made public this evening. Resulting action may or may not be taken following re-entry into regular session.

XIII. RETURN TO OPEN SESSION

Mrs. Blanchard made a motion at 5:55 pm to return to open session.

Mr. Nelms seconded the motion and the Board of Trustees returned to open session by a unanimous voice call vote.

XIV. PUBLIC PARTICIPATION

XV. BOARD MEMBER COMMENTS

XVI. ADJOURNMENT

There being no further business to come before the Board, it was moved by Mr. Nelms and seconded by Mrs. Blanchard to adjourn at 5:55 p.m.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Estrella M. Molinet
Board Secretary