

MINUTES
BOARD OF TRUSTEES
of the
SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
REGULAR BOARD MEETING
February 16, 2015

I. CALL TO ORDER

The Regular Meeting of the Board of Trustees of the Sussex County Charter School for Technology was held on February 16, 2015 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. Ed Selby, Board President, at 4:08 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 Pledge of Allegiance.

IV. ROLL CALL

The following roll call was taken:

<u>Present</u>	<u>Absent</u>
Wendie Blanchard	
Dr. Mary Rapuano	Mr. Michael Nelms
Dr. Ed Selby	
Mr. Charles Teufert	arrived at 4:50

Also in attendance were; Jill Eckel, Principal, Estrella Molinet, Business Administrator/Board Secretary ; Jim Baldini, Vice Principal; Pat Kane, Facilities, Manager

V. APPROVAL OF MINUTES

The minutes were moved to the next meeting due to lack of quorum.

- Regular Meeting Minutes of January 21, 2015
- Executive Session Minutes of January 21, 2015

VI. CORRESPONDENCE

None

VII. COMMENTS

A. President's Comments-

None

B. Committee Reports

- Building and Grounds –

Mr. Kane spoke to the Board regarding the pump house has a frozen line-the Fire Dept, Police Dept came when the alarm went off. We are now placing pipes in front of heater and are on a fire watch. The stand pipe going into the water tank is frozen. Even though all this is 4 feet down, well below the frost line this winter the frost line is more than 4 feet. In case of emergency we can manually activate the sprinklers. The new roof has held well. The sidewalks and parking lot are heaving. Our neighbor is happy with the snow relocation plan in place this winter.

- Personnel & Negotiations –

Mrs. Eckel, Mrs. Zappile and Dr. Selby met with the Negotiations Team- a one year contract was negotiated.

- Curriculum & Policy –

None

- Finance –

We have been told to expect zero or less on the state aid –which will impact us at the Charter level.

- Public Relations –

Mrs. Eckel attended a Foundation meeting; the Foundations 501C3 application is almost finished. She would like to have someone tell her how to do Skills USA.

- Technology -

None

C. Board Member Comments

None

D. Faculty/Staff Comments

None

E. Presentations –

None

VIII. PRINCIPAL'S INFORMATION

Mrs. Eckel reported a Fire Drill on January 29th and an Emergency Evacuation drill on January 30th.

Enrollment, for the month of January 2015, was 225 students.

The 2nd semester has begun at the Charter School. We are flipping the AM and PM classes so that students' strengths or struggles in terms of "time of day" can be seen through different teachers' eyes.

Project Altitude Challenge Day was a fun-filled as well as emotional day for our 8th graders. With the help of the Project Altitude team, Elise Tooker, Lauren Palumbo,

Deirdre Mastandrea, our 8th grade teachers and many Pass-It-Along volunteers, our 8th graders had the opportunity to find commonalities among each other, see the world through others' eyes, and build trust and leadership skill in a day-long challenge experience.

The PTO is holding "Friendly Fundraiser" at the Friendly's in Newton on February 11. If you or any of your friends dine there that evening, the Charter School will receive a percentage of the profits.

The PTO "Hoe Down" dance is Friday February 20 7:00 - 9:00PM if you like to dance!

Tech Rotations for the first three weeks in February are Graphic Design/Animation, Audio Lab (musical instruments for the 6th grade and Garage Band tracking for the 8th grade), Electronics, Robotics, Engineering and Visual Arts.

Foundations rotations are: Mythbusters, Marketing/Business plans, Homework Help/Drop Everything and Read, Engineering Games, On-Line Word Games, Strategic Gaming, Typing, Texts, Tweets and Reality and Salem Witch Trial Extension Learning.

The Charter School Office of the DOE visited the Charter School on February 5 in advance of our Charter Renewal next year.

IX. BUSINESS ADMINISTRATOR'S INFORMATION

- I'm starting work on the budget. Two worksheets were posted to the board packet with some preliminary tuition numbers from the State. These numbers are just for regular ed students they are not weighted for those with special ed needs.
- The second spreadsheet is a tentative salary spreadsheet with a 2% increase across the board for everyone. The 2% results in an increase of about \$47,000 in salaries from last year.
- It does not include any additional stipend positions that you may be thinking of adding to the 15-16 budget. For example at the last meeting a conversation occurred about adding Skills USA to the 15-16 budget. Those items are not included.
- I need a list of additions that you would like to see in next year's budget. Right now I have:
 - Curriculum Writing for 15-16
 - Skills USA
- I am also waiting for the supplies documents to come back to me so I can include those in the budget .
- At the County meeting we were told that healthcare increase for 15-16 is 10.3% . The governor's address is February 24 and the budget figures will be released 2 days after that.

- We are getting close to crunch time and I need to get all the numbers in so that when we get the numbers in February, we know where we stand.
- I have spoken to Rich Rennie several times. Jill and Gus need to meet to see if a local shared service agreement is in the best interest of both schools. June is not that far away.

X. PUBLIC PARTICIPATION

XI. BOARD ACTION ON AGENDA ITEMS

BUSINESS RECOMMENDATIONS

Mr. Teufert made a motion for resolutions 1 through 7 to be approved.

1. RESOLVED, that the Board of Trustees approve the Board Secretary's Report for the month ending December 31, 2014, as attached.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending December 31, 2014, as attached.
3. RESOLVED, that the Board of Trustees approve the motion that the Board Secretary certifies that, as of December 31, 2014, 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 December 31, 2014, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending December 31, 2014 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 ending January 31, 2015 in the amount of \$ 75,322.23 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 January 31, 2015 in the amount of \$ 355,679.96 inclusive of the January, 2015 payroll in the amount of \$ 197,858.90 as attached.
7. RESOLVED, that the Board of Trustees approve the transfer of \$50,000 as per the revised budget submitted to the State to the Charter School Escrow Account.

Mrs. Blanchard seconded the motion and resolutions 1 through 7 were approved by a unanimous roll call vote. Mrs. Blanchard, yes; Dr. Rapuano, yes; Dr. Selby, yes; and Mr. Teufert, yes.

EDUCATION

Mr. Teufert made a motion for resolutions 1 through 3 to be approved.

1. RESOLVED, that the Board of Trustees acknowledge the Discipline Summary for January 2015.
2. RESOLVED, that the Board of Trustees approve the range of responses to HIB Reports for January 2015.
3. RESOLVED, that the Board of Trustees approve the following Student Council, along with the assistance of our PTO, activity:

Date	Event	Grade	Location	Chaperones	Cost
Feb. 20th	Hoedown Dance Party (for Students and Parents)	6,7,8	Sussex Charter CGA	Parents and Faculty	2 non-perishable items used as donations to SCARC; no cost to school

Dr. Rapuano seconded the motion and resolutions 1 through 3 were approved by a unanimous voice vote.

PERSONNEL

Dr. Selby made a motion for the following resolution to be approved, as amended.

1. RESOLVED, that the Board of Trustees, grant Mr. Jim Baldini a Leave of Absence in order to take care of an ill family member. Mr. Baldini’s LOA is to begin on January 21, 2015.

Mr. Teufert seconded the motion and the resolution was approved by a unanimous voice vote.

POLICY

XI. CLOSED SESSION

A motion was made by MrTeufert and seconded by Mrs. Blanchard that the Board of Education adopts the following resolution:

BE IT RESOLVED, by the Sussex County Charter School for Technology on this 16th day of February, 2015 at 6:15 PM, as follows:

1. The Board shall recess to closed session in accordance with the Open Public Meetings Law, N.J.S.A. 10:4-12b (1), (2), (6), (7) and (8). The general nature of the discussion will involve matters confidential by law, any investigations or tactics or techniques to protect persons or public property, negotiations, litigation, anticipated litigation and attorney-client matters.
2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies.

3. This resolution shall take effect immediately.
4. Action will not be taken after closed session.

XIII. RETURN TO OPEN SESSION

The meeting was called to public session at 6:30 PM by Dr. Selby and seconded Mr. Teufert.

XIV. PUBLIC PARTICIPATION

XV. BOARD MEMBER COMMENTS

XVI. ADJOURNMENT

There being no further business to come before the Board, it was moved by Mr. Teufert and seconded by Dr. Selby to adjourn at 6:30 p.m.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Estrella M. Molinet
Board Secretary