

SPECIAL MEETING MINUTES
BOARD OF TRUSTEES
of the
SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
September 28th 2015

I. CALL TO ORDER

The Special Meeting of the Board of Trustees of the Sussex County Charter School for Technology was held on Sept 28, 2015 in the Gym 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 at 4:00 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>
Mrs. Wendie Blanchard	
Dr. Mary Rapuano	
Mr. Michael Nelms	
Dr. Ed Selby	
Mr. Charles Teufert	

Also in attendance: Noreen Lazariuk, Executive Director, Deirdre Mastandrea, Principal; Rich Rennie, Business Administrator/Board Secretary

V. APPROVAL OF MINUTES

Ms. Blanchard made a motion for the minutes to be approved.

- Regular Meeting minutes of September 14, 2015.
- Executive Session Meeting Minutes of September 14, 2015

Mr. Nelms then seconded the motion and the minutes were approved by a voice vote.

VI. CORRESPONDENCE

Letter of resignation from Rich Rennie, Business Administrator.

VII. COMMENTS

A. President's Comments

Dr. Selby read a prepared statement regarding the current state of the Charter School, and plans for where the school is heading in the future.

B. Committee Reports

- Building and Grounds – we are going to contact Architects to get quotes on helping with the roof bid / repair process
- Personnel & Negotiations - none
- Curriculum & Policy - none
- Finance – the committee met earlier today, and the current balance of the Maintenance Reserve account is \$70,496. We feel that is enough to at least explore the possibility of fixing the roof this year. We also reviewed the current allocations in the budget for payroll and benefits
- Public Relations – Editorial Calendar is coming out soon. Ms. Blanchard asked if anyone would be interested in joining the PR committee, we would love to have you
- Technology - none

C. Board Member Comments

D. Student Liaison Comments

E. PTO Liaison Comments

F. Faculty Comments

G. Alumni Liaison Comments

H. Presentations

VIII. EXECUTIVE DIRECTOR'S INFORMATION

The Executive Director read a statement and reviewed the school's 'Mission to Educational Excellence'. We continue to work on the renewal application and preparing for the probation visit on 10/15. The fire alarm in the school registered a false alarm at the end of the school day, children were evacuated and some were put onto buses home without their backpacks (no homework for 9/28). Noreen attended the Superintendent's Roundtable. The USDA had a site visit on 9/28/15. The principal attended Ogdensburg day, and the Executive Director plans to attend Hopatcong Day on 10/3.

IX. BUSINESS ADMINISTRATOR'S REPORT

The school is in the process of processing Free & Reduced lunch applications for this school year. Please reach out to Mr. Rennie directly if there are any questions or concerns.

Auditors from Nisivoccia were at the school on Monday, Tuesday and Weds last week for the school's yearly audit.

Over the next few weeks, the school will be working on the requested financial spreadsheets for the Charter Renewal Application.

X. PUBLIC PARTICIPATION

Nancy Rush: asked about independent study / enrichments. Wanted to know if it was possible to start a Math League. Inquired about the renewal process and how the water testing was progressing.

Heidi Vanderhoof: inquired about improvement of current level of communication between parents, teachers, students and administration. Was specifically concerned with 8th graders processing many changes very quickly.

Michel Syre: provided perspective on children's feelings about 'Foundations'. Also voiced her concerns regarding 'testing & measuring'

Diane Durham: students are concerned about the school being on probation, because they love the school. Wanted to know what the parents could do to help.

Laura Lai-Minteer: Asked if there was a way for the school to work with someone like a truancy officer to enforce attendance. Also wanted to know if there were any plans to have test prep for PARC.

Leslie Glick: asked when there would be additional information about enrichments

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 August 31, 2015, as attached.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending August 31, 2015, as attached.
3. RESOLVED, that the Board of Trustees approve the motion that the Board Secretary certifies that, as of August 31, 2015, no line item account has been over-expended in violation of NJSA 18A:19-2.
4. RESOLVED, that pursuant NJSA 18A:19-2, the Board of Trustees certify that as of August 31, 2015, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending August 31, 2015, 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 August, 2015 in the amount of \$1,995.04 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 August 31, 2015 in the amount of \$257,947.28, August's payroll of \$60,721.32 as attached.
7. RESOLVED, that the Board of Trustees approve payment of \$800, to the New Jersey Principal and Supervisor's Association, for Deirdre Mastandrea's registration for her mentorship with the Leaders to Leaders Program.

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

EDUCATION

Ms. Blanchard made a motion for resolutions 1-2 to be approved:

1. RESOLVED, that the Board of Trustees adopt the Mission Statement as part of the agenda. The Mission Statement will be read at each Board meeting by a Board member. The Mission Statement as stated in the Charter Agreement dated September 7, 2012, is as follows:

“Sussex County Charter School for Technology seeks to provide an educational environment which will enhance learning opportunities through the integrated use of technologies.”

2. RESOLVED, that the Board of Trustees adopt the Vision Statement as part of the agenda for selected Board meetings. The Vision Statement will be read at the selected meetings by a Board member. The selected Board meetings are: September, January, April, June. The Vision Statement is:

“The Sussex County Charter School for Technology is an innovative public school of choice, aligned with the Common Core Standards, servicing middle school students in Sussex County and surrounding areas. A distinctive and dynamic technology-based program promotes active learning and embraces multiple learning needs and styles in a challenging environment. The interactive learning community encourages every student to grow academically, socially, and emotionally into responsible individuals who are ready to make a successful transition into high school.”

Dr. Rapuano seconded the motion and resolutions 2-5 were approved by a roll call vote.
Dr. Selby, yes; Mr. Teufert, yes; Ms. Blanchard, yes; Mr. Nelms, yes; Dr. Rapuano, yes

PERSONNEL

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

1. RESOLVED, that the Board of Trustees accept, with regret, the Letter of Resignation from Rich Rennie, Business Administrator.
2. RESOLVED, that the Board of Trustees approve, retroactively, the following substitute teacher/nurse, for school year 2015-2016, omitted from the April Reorganization meeting minutes, as follows:

Lisa Santarpi-Hamler	Substitute Teacher	\$75/day
Nancy Baty	Substitute Teacher	\$75/day
	Substitute Nurse	\$120/day

3. RESOLVED, that the Board of Trustees approve the hiring of Kelsey Day, as a Substitute Nurse on an as needed basis, at the rate of \$120 per day.

Mrs. Blanchard seconded the motion and resolution 1-3 were approved by a roll call vote.
Dr. Selby, yes; Mr. Teufert, yes; Ms. Blanchard, yes; Mr. Nelms, yes; Dr. Rapuano, yes

POLICY

XIII. PUBLIC PARTICIPATION

XIV. NEW BUSINESS

XV. BOARD MEMBER COMMENTS

Ms. Blanchard spoke all in attendance and let them know how much the Board appreciates all of the parents and teachers who have been attending the meetings this year.

Dr. Selby indicated that he would be working on updating the bylaws with Ms. Blanchard. There will be additional meetings on the 4th Monday's in October and November. Those meetings will be held at 7pm to make it more convenient for parents to attend after work.

XVI. CLOSED SESSION (IF REQUIRED)

XVII. RETURN TO OPEN SESSION

XVIII. ADJOURNMENT

There being no further business to come before the Board, it was moved by Mr. Nelms and seconded by Mr. Teufert to adjourn at 5:43 p.m.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Richard Rennie
Board Secretary