

REGULAR MEETING MINUTES  
BOARD OF TRUSTEES  
of the  
SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY  
October 12th 2015

**I. CALL TO ORDER**

The Special Meeting of the Board of Trustees of the Sussex County Charter School for Technology was held on October 12, 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 4:01 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*

\*Mr. Teufert was not present during roll call, but joined the meeting at 4:08pm

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

**V. READING OF MISSION STATEMENT**

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

## **VI. APPROVAL OF MINUTES**

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

- Special Meeting minutes of September 28, 2015

Dr. Rapuano then seconded the motion and the minutes were approved by a voice vote.

## **VII. CORRESPONDENCE**

## **VIII. COMMENTS**

### A. President's Comments

The renewal application is ready for approval, and we think the final product is very well done. Mr. Tuefert will be at the next meeting and responsible for the proceedings, as Dr. Selby will not be present. Please note that there are 2 addendum items for today's agenda.

### B. Committee Reports

- Building and Grounds –Mr. Kane indicated that he has met with 2 architects recently. HQW came to the school and looked at the roof of building #2 that is in need of repair. The services quoted by the company was cheaper than another quote that he recently received. He recommended that the board consider the architect, and using the maintenance reserve to fix the roof.
- Personnel & Negotiations - none
- Curriculum & Policy – there will be revisions to the bylaws posted soon
- Finance – none
- Public Relations – none
- Technology – will be picking a date to meet after 10/15

### C. Board Member Comments

Ms. Blanchard thanked everyone for all the work they did on the Charter renewal application. The board feels confident in the application. Mr. Teufert apologized for being late (he joined the meeting at 4:08). Dr. Selby indicated there will be a student elected by the student council, and they will be given the opportunity to speak at board meetings.

### D. Student Liaison Comments - none

### E. PTO Liaison Comments - none

### F. Faculty Comments - none

### G. Alumni Liaison Comments - none

### H. Presentations - none

**IX. EXECUTIVE DIRECTOR'S INFORMATION**

Enrollment for the month of September 2015 was 225 students.

A special thanks to the teachers, who have been working so hard on the renewal application and for the upcoming visit on Thursday.

For the month of September, 2015, a Fire Drill was held on September 14<sup>th</sup> and a Lock-Down Drill was held on September 25<sup>th</sup>. On September 28<sup>th</sup>, 2015, a Fire Alarm event occurred due to a malfunction in a duct detector in the gym. Students were dismissed to their busses directly from the parking lot at dismissal time. The Sparta Township Fire Department scanned and cleared staff and students to re-enter the building.

**X. PRINCIPAL'S INFORMATION**

Very proud of the teachers and how much they have done so far this year. Working with the charter school association. We want everyone to feel the energy of how great the school is.

**XI. BUSINESS ADMINISTRATOR'S REPORT**

**XII. PUBLIC PARTICIPATION**

Nora Chatterton inquired about the charter renewal application and probation visit. She asked if they had anything to do with each other. Asked if there was a danger that the school might not be able to continue operating. She also asked about the strategies to increase test scores.

**XIII. BOARD ACTION ON AGENDA ITEMS**

**BUSINESS RECOMMENDATIONS**

Mr. Teufert made a motion for resolutions 1 through 4 to be approved.

1. RESOLVED, that the Board of Trustees approve the Agreement for Ancillary Educational Services, with the Sussex County Educational Services Commission, for the 2015-2016 school year, as per attached.
2. RESOLVED, that the Board of Trustees approve the Annual Charter School Fiscal Questionnaire, for the fiscal year 2015-2016, as attached.

3. RESOLVED, that the Board of Trustees approve Noreen Lazariuk, Executive Director, to sign checks, savings withdrawals, drafts, notes, acceptances and any other instruments for the payment of money or for the withdrawal or delivery of funds for all accounts associated with the Sussex County Charter School for Technology.
  
4. RESOLVED, that the Board of Trustees remove Jill Eckel as a signer on all accounts related to the Sussex County Charter School for Technology.

Dr. Rapuano seconded the motion and resolutions 1 through 4 were approved by a roll call vote.  
 Dr. Selby, yes; Mr. Teufert, yes; Ms. Blanchard, yes; Mr. Nelms, absent; Dr. Rapuano, yes

**EDUCATION**

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

1. RESOLVED, that the Board of Trustees receive and acknowledge the Discipline and HIB Report(s) for the month of September 2015.
  
2. RESOLVED, that the Board of Trustees approve the Sussex County Charter School Application for 5-Year Renewal, as attached.
  
3. RESOLVED, that the Board of Trustees approve the following upcoming field trips:

Date	Event	Grade	Location	Chaperones	Cost
10/21/15	Anti-Bullying Summit	Approximately 40 students	Sussex County Technical School	Jeanne Sevean Elise Tooker Lauren Palumbo	SCCST will pay \$50 for the round-trip bus
1/7/16 1/14/16 1/21/16 1/28/16 2/4/16	Ski and Snowboard Club	10 - 15 students	Mountain Creek, Vernon	Laurie Drake (chaperones possible)	Student/Parent costs: \$127.99 - \$249.99 (depending on purchases); \$75 per student for busing. No cost to school.

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

Dr. Seblby then read resolution 4, and invited Lucy Colvin up to be acknowledged.

Dr. Selby then made a motion for resolution 4 to be approved:

4. RESOLVED, that the Board of Trustees acknowledge and recognize the accomplishments of Lucy Colvin, SCCST student, for receiving a varsity letter and pin from the U.S. Equestrian Federation's Equestrian Athlete Lettering Program, as per attached. This program is developed to provide recognition for students' accomplishments and encourage their future involvement in equestrian sport.

Mr. Teufert seconded the motion and resolution 4 was approved by a roll call vote.

Dr. Selby, yes; Mr. Teufert, yes; Ms. Blanchard, yes; Mr. Nelms, absent; Dr. Rapuano, yes

Dr. Selby then made a motion for resolution 5 to be approved:

5. RESOLVED, that the Board of Trustees accept the donation from Charles Teufert who has agreed to offer SCCST free use of the TextTrax application. TestTrax, by Shadowspawn LLC, is a web-based application that addresses several needs. The primary being web-based testing similar to the NJ PARCC. Teachers can use TestTrax to create custom tests, quizzes, and homework assignments that students can complete in class or at home. TestTrax is compatible with Microsoft Windows, Apple Os X and Chromebook computers, Apple and Android tablets, and Smart phones. Shadowspawn, LLC, is owned by Charles Teufert, SCCST Board Member.

Dr. Rapuano seconded the motion and resolution 4 was approved by a roll call vote (Mr. Teufert recused himself)

Dr. Selby, yes; Mr. Teufert, abstain; Ms. Blanchard, yes; Mr. Nelms, absent; Dr. Rapuano, yes

## **PERSONNEL**

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

1. RESOLVED, that the Board of Trustees approve the hiring of Nicole Reina, as a Substitute Nurse on an as needed basis, at the rate of \$120 per day.
2. RESOLVED, that the Board of Trustees approve a contract for Donna Hobson, to serve as Part-Time Custodian in the Sussex County Charter School for Technology, beginning on Tuesday, October 13<sup>th</sup>, and on a 90-day probationary period from the start of employment, at an hourly rate of \$11.00 per hour.

Mr. Teufert 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, absent; Dr. Rapuano, yes

**POLICY**

**XIV. PUBLIC PARTICIPATION**

Nora Chatterton indicated she was researching the school, and inquired about the in-classroom experience of the school principal.

**XV. NEW BUSINESS**

N/A

**XV. BOARD MEMBER COMMENTS**

N/A

**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. Teufert and seconded by Dr. Rapuano to adjourn at 4:28 p.m.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Richard Rennie  
Board Secretary