

SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
SPECIAL MEETING MINUTES
November 23, 2015

I. CALL TO ORDER

The Special Meeting of the Board of Trustees of the Sussex County Charter School for Technology was held on November 23, 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 7:00 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:

	PRESENT	ABSENT
Dr. Edwin Selby (Board President)	√	
Mr. Charles Teufert (Vice President)		√
Ms. Wendie Blanchard	√	
Mr. Michael Nelms	√	
Dr. Mary Rapuano		√

Also in attendance: Noreen Lazariuk, Executive Director, Deirdre Mastandrea, Principal; Steven Kepnes, 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.”

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Mr. Nelms made a motion for the resolution approving the Business Administrator/Board Secretary.

APPROVAL OF BUSINESS ADMINISTRATOR/BOARD SECRETARY

1. RESOLVED, that the Board of Trustees appoint, and approve the contract for, Steven A. Kepnes as the Part-time School Business Administrator/Board Secretary for the 2015-2016 school year starting November 23rd, 2015, through June 30th, 2016, at the salary of \$18,000. The position requires that Mr. Kepnes perform all the duties of a School Business Administrator/ Board Secretary.

Ms. Blanchard seconded the motion and the resolution was approved by a roll call vote. Dr. Selby, yes; Mr. Teufert, absent; Ms. Blanchard, yes; Mr. Nelms, yes; Dr. Rapuano, absent

VI. APPROVAL OF MINUTES

Ms. Blanchard made a motion for the Regular Meeting Minutes of November 9, 2015 to be approved.

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

Ms. Blanchard made a motion for the Executive Session Meeting Minutes of November 9th, 2015 to be approved.

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

VII. CORRESPONDENCE- There were no correspondence to share with the Board.

VIII. COMMENTS

A. President's Comments

Mr. Selby was invited to a Chamber of Commerce meeting. He will follow up following the meeting. He would like to change the Bylaws regarding the number of Board Members on the Board of Trustees.

B. Committee Reports

- Building and Grounds- The roof improvement process continues
- Personnel & Negotiations-The staff team will be the same as the last negotiations. Meeting dates have yet to be determined.

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- Curriculum & Policy-A sub-committee meeting took place regarding the possibilities of adding a Hydroponics Unit to the curriculum. Ms. Blanchard spoke about what would be included. Also, the grading policy will be reviewed.
- Finance-The Auditor will be invited to the next meeting to present the FY15 Audit report.
- Public Relations –Ms. Blanchard described how the Charter School could utilize the radio to reach out to the community. Also, The Charter application will be offered in Spanish, to assist members of the community.
- Technology- None

C. Board Member Comments-none

D. Student Liaison Comments-None

E. PTO Liaison Comments-None

F. Faculty Comments-None

G. Alumni Liaison Comments-None

H. Presentations- Elyse Heine, Teacher, presented a pioneering program offered by Google Expeditions. During Google’s visit, three classes were provided with supplies and tools needed to participate in the program. The students and staff who participated in the program were impressed and enjoyed Google’s visit.

IX. EXECUTIVE DIRECTOR’S INFORMATION

Mrs. Lazariuk stated that we are currently waiting on the State to provide the PARCC scores. We have 60 days, once received, to present the scores to the Board. The Grading Committee is meeting on Tuesday, November 24, 2015. The Charter School will be observing the hour of coding, that is required. All subjects will be included and various algorithms will be utilized.

X. PRINCIPAL’S INFORMATION

Mrs. Mastandrea announced that the honor-roll breakfast took place on November 20, 2015.

XI. BUSINESS ADMINISTRATOR’S INFORMATION

Mr. Kepnes stated that he will be looking into the current budget to determine its status. Also, the Auditors will be invited to the December meeting to present the FY15 Audit.

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XII. PUBLIC PARTICIPATION (Agenda Items Only)- No comments were heard

XIII. BOARD ACTION ON AGENDA ITEMS

BUSINESS RECOMMENDATIONS

Ms. Blanchard 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 October 31, 2015, as attached.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending October 31, 2015, as attached.
3. RESOLVED, that the Board of Trustees approve the motion that the Board Secretary certifies that, as of October 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 October 31, 2015, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending October 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 October, 2015 in the amount of \$1,619.75 to ensure that no line items are over expended, as attached.
6. RESOLVED, that the Board of Trustees approve the attached bill list for the month ending October 31, 2015 in the amount of \$379,574.58, inclusive of October's payroll of \$206,964.87.
7. RESOLVED, that the Board of Trustees approve the Agreement to Provide School Social Worker Services contract, from Danielle LaStarza, to serve as Social Worker Consultant, when appropriate, at the rate of \$62.50 per hour and as outlined in the contract, as per attached.

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Mr. Nelms seconded the motion and the resolution was approved by a roll call vote.
Dr. Selby, yes; Mr. Teufert, absent; Ms. Blanchard, yes; Mr. Nelms, yes; Dr. Rapuano, absent

EDUCATION

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

1. RESOLVED, that the Board of Trustees approve the following upcoming field trips:

Date	Event	Grade	Location	Chaperones	Cost
4/19/16	Latin American Show	7	College of St. Elizabeth Morristown, NJ	D. Nadratowski; Addl. Teachers and Parent Volunteers TBD	\$25 per student, includes busing; no cost to SCCST

2. RESOLVED, that the Board of Trustees accept the adoption of a new High Honors and Honor Roll criteria to reflect High Honor Roll to be all A's and Honor Roll to be A's and no more than three B's.
3. RESOLVED, that the Board of Trustees approve a Pin Guard Night on December 4th, 2015, from 7p.m – 9 p.m., sponsored by the SKILLS program. The cost to students/parents will be \$5 per person. We will be serving food and drinks for a nominal fee. Suzanne Kopycienski, PE/Health Teacher, will attend along with additional chaperones who will be determined at a later date. SKILLS is a student-led organization that promotes a culture of high expectations and learning. SkillsUSA activities develop positive attitudes, build self-esteem and empower students to excel.

Ms. Blanchard seconded the motion and the resolution was approved by a roll call vote.
Dr. Selby, yes; Mr. Teufert, absent; Ms. Blanchard, yes; Mr. Nelms, yes; Dr. Rapuano, absent

PERSONNEL

Ms. Blanchard made a motion for the following resolution to be approved.

1. RESOLVED, that the Board of Trustees accept the resignation of Debra D'Andrea, on Thursday November 19th, 2015, from the English Language Arts Literacy Maternity Leave position.

Mr. Nelms seconded the motion and the resolution was approved by a roll call vote.
Dr. Selby, yes; Mr. Teufert, absent; Ms. Blanchard, yes; Mr. Nelms, yes; Dr. Rapuano, absent

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POLICY

The following resolution was not voted upon.

1. RESOLVED, that the Board of Trustees approve a first reading of the attached revisions to the 2015 By-Laws of the Sussex County Charter School of Technology.

XIV. PUBLIC PARTICIPATION- none heard

XV. NEW BUSINESS-none

XVI. BOARD MEMBER COMMENTS-none

XVII. CLOSED SESSION

Ms. Blanchard made a motion for the following resolution to be approved.

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
- 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 executivesession at 7:35 p.m. to discuss the above mentioned matters to the exclusion of

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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.

Mr. Nelms seconded the motion and the resolution was approved by a roll call vote.
Dr. Selby, yes; Mr. Teufert, absent; Ms. Blanchard, yes; Mr. Nelms, yes; Dr. Rapuano, absent

XVIII. RETURN TO OPEN SESSION

Ms. Blanchard made a motion at 8:01 pm for adjournment of the closed session and return to the public meeting. Dr. Selby seconded the motion and the motion was approved by a voice vote.

XIX. ADJOURNMENT

There being no further business to come before the Board, it was moved by Mr. Nelms and seconded by Ms. Blanchard to adjourn at 8:02 pm.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Steven Kepnes
Board Secretary