

SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
REGULAR MEETING MINUTES
January 11th, 2016

I. CALL TO ORDER

The Meeting of the Board of Trustees of the Sussex County Charter School for Technology was held on January 11, 2016 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.

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. The Sussex County Charter School for Technology has caused notice of this meeting to be published by having the date, time and place thereof posted in the Board Administrative Offices, in the New Jersey Herald, the County Superintendent’s Office and the County Administrator.”

III. PLEDGE OF ALLEGIANCE

All present participated in the Pledge of Allegiance

IV. ROLL CALL

	PRESENT	ABSENT
Dr. Edwin Selby (Board President)	√	
Mr. Charles Teufert (Vice President)	√	
Ms. Wendie Blanchard	√	
Mr. Michael Nelms arrived at 4:12	√	
Dr. Mary Rapuano	√	

Also in attendance: Noreen Lazariuk, Executive Director, Deirdre Mastandrea, Principal, Steven Kepnes, Business Administrator/Board Secretary and other members of the public.

V. READING OF 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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EDUCATION

Chase Albinson was called to the front of the room to be recognized for her achievements.

Ms. Blanchard made a motion for the following resolution:

RESOLVED, that the Board of Trustees acknowledge and recognize the accomplishments of Chase Albinson, 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. Selby seconded the motion and the resolution was approved by a roll call vote.

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

VI. APPROVAL OF MINUTES

Ms. Blanchard made a motion for the Meeting Minutes of December 14, 2015 to be approved.

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

VII. CORRESPONDENCE

A Leave Request letter submitted by Geraldine Czarkowski, Full-Time Aide was shared with the Board.

VIII. COMMENTS

- A. President's Comments: Dr. Selby reviewed a schedule of topics to be followed for the remainder of 2015-2016 Board meetings.
- B. Committee Reports
 - Building and Grounds: Mr. Kepnes stated that he will acquire a proposal for an assessment of the roof. The proposal will be shared with the Board prior to implementation.
 - Personnel & Negotiations
 - Curriculum & Policy: Mrs. Lazariuk stated that the grading policy is currently under review.
 - Finance : Mr. Kepnes reviewed the amended budget.
 - Public Relations
 - Technology
- C. Board Member Comments
- D. Faculty/ Staff Comments
- E. Presentations

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IX. EXECUTIVE DIRECTOR'S INFORMATION

Enrollment for the month of December 2015 was 225 students.

For the month of December 2015, a Fire Drill was held on December 10th, 2015, and a Shelter-in-Place Drill was held on December 22nd, 2015.

X. BUSINESS ADMINISTRATOR'S INFORMATION none heard

XI. PUBLIC PARTICIPATION none heard

XII. BOARD ACTION ON AGENDA ITEMS

BUSINESS RECOMMENDATIONS

Mr. Teufert made a motion for the following resolutions:

1. RESOLVED that the Board of Trustees approve the Board Secretary's Report for the months ending November 2015 and December 2015 , as attached.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the months ending November 2015 and December 2015 , as attached.
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that, as of December 31, 2015, 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, 2015, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period and 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

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NJSA 18A:22-8.1, for the budgetary transfers for the month of December 31, 2015 in the amount of \$4,500.00 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 in the amount of \$372,692.51 inclusive of payroll in the amount of \$194,323.53 as attached.
7. RESOLVED, that the Board of Trustees approve removal from inventory of the following non-repairable items:

SCCST Item #394 Old printer in Room 105
 SCCST Item #180 Old Smartboard in Room 201
 SCCST Item #18 Old Smartboard in Room 102

8. RESOLVED, that the Board of Trustees approve the proposed 2015-2016 amended budget:

Total General Fund	\$3,738,296
Special Revenue Fund	\$ 86,869
Total Budget	\$3,825,165

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

EDUCATION

Mr. Teufert made a motion for the following resolutions:

1. RESOLVED, that the Board of Trustees acknowledge that there was 1 (one) incident of HIB to report for December 2015. There were no Discipline incidents to report.
2. RESOLVED, that the Board of Trustees approve the following upcoming field trip:

Date	Event	Grade	Location	Chaperones	Cost
4/8/16 (Group 1) and 4/15/16 (Group 2)	Martin Guitar Tours (Guitar Production)	8 th - approx. 35 students per group	Martin Guitar Nazareth, Pa.	Scott Steinetz; addl. Teachers and/or Parent Volunteers TBD	\$5 per student, includes busing; no cost to SCCST

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3. RESOLVED, that the Board of Trustees approve that SKILLS (see below), along with the Physical Education Department at SCCST, sponsor a Sussex County Charter School Community Wide Nitro Ball Night on January 29, 2016, from 6 – 9 p.m. It is open to current Charter Students, as well as their parents. Admission would be \$5 per person. We will also be serving food and drinks for a nominal fee. Mr. Fialcowitz and Ms. Kopycienski will be there with the students and will be asking for parent/teacher volunteers, as well. A flyer will be sent out to the parents with additional information. 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.

Dr. Rapuano seconded the motion and the resolutions were approved by unanimous voice vote.

PERSONNEL

Mr. Teufert made a motion for the following resolutions:

1. RESOLVED, that the Board of Trustees approve the credit of 8 sick days to Geraldine Czarkowski, Full-Time Aide. Her Employee Sick Time was incorrectly recorded on 9/1/2013 and 9/1/2014.
2. RESOLVED, that the Board of Trustees approve a Substitute Teacher pay increase from \$75 per day to \$90 per day.

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

POLICY

Mr. Teufert made a motion for the following resolutions:

1. RESOLVED, that the Board of Trustees approve to contract with Strauss Esmay for creation and continued renewal of school and board policies.
2. RESOLVED, that the Board of Trustees approve a Grading Policy.

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

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Ms. Blanchard made a motion for the following resolution:

3. RESOLVED, that the Board of Trustees approve the second reading of the recommended changes to ByLaws of Sussex County Charter School for Technology.

Dr. Selby seconded the motion and the resolution was approved by a roll call vote.

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

Ms. Blanchard made a motion for the following resolution:

4. RESOLVED, that the Board of Trustees approve the schedule of topics for subsequent Board Meetings, as presented by Dr. Selby.

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

XIII. CLOSED SESSION

Mr. Teufert made a motion at 4:30, to enter into closed session for the purpose of discussing negotiations. Ms. Blanchard seconded the motion and the motion passed by unanimous voice vote.

XIV. RETURN TO OPEN SESSION

Mr. Nelms made a motion at 5:20, to enter back into open session. Dr. Rapuano seconded the motion and the motion passed by unanimous voice vote.

XV. PUBLIC PARTICIPATION none heard

XVI. BOARD MEMBER COMMENTS none heard

XVII. 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 5:21 pm.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Steven Kepnes
Board Secretary