

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY**  
**REGULAR MEETING MINUTES**  
*April 11, 2016*

---

**I. CALL TO ORDER**

The meeting was called to order by Dr. Selby at 4:15

**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. ROLL CALL**

	<b>PRESENT</b>	<b>ABSENT</b>
<b>Dr. Edwin Selby (Board President)</b>	√	
<b>Mr. Charles Teufert (Vice President)</b>	√	
<b>Ms. Wendie Blanchard</b>	√	
<b>Mr. Michael Nelms</b>	√	
<b>Dr. Mary Rapuano</b>	√	
<b>Ms. Michelle Syre</b>	√	
<b>Mr. Jason Apter</b> arrived at 4:20	√	

Mr. Apter recited his Oath of Office.

A presentation took place by Victoria Phillipone, Skylar Port and Arlen Devantoy, students of Ms. Ciccolella’s class related to electricity conservation which included their engineering designs.

**IV. APPROVAL OF MINUTES**

Ms. Blanchard made a motion to approve the following meeting minutes, seconded by Mr. Nelms and carried by unanimous voice vote.

- i. Regular Meeting Minutes of March 14, 2016.
- ii. Executive Meeting Minutes of March 14, 2016

**VII. CORRESPONDENCE**

None heard

**VIII. COMMENTS**

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY  
REGULAR MEETING MINUTES**

*April 11, 2016*

---

- A. President's Comments: Dr. Selby informed the public and board that the Teachers have unionized.
- B. Committee Reports
  - Building and Grounds A brief update was provided regarding the roof project and the lease of the new building
  - Personnel & Negotiations
  - Curriculum & Policy
  - Finance
  - Public Relations Ms. Blanchard commended Dr. Rapuano for her work with the Chamber of Commerce and in receiving a Humanitarian Award. A motion was made by Ms. Blanchard and seconded by Dr. Selby resolving that the Board of Trustees acknowledge and congratulate Dr. Mary Rapuano's receipt of the Chamber of Commerce Humanitarian Award. The motion was carried by unanimous voice vote.
  - Technology
- C. Board Member Comments
- D. Faculty/ Staff Comments
- E. Student Liaison Comments
- F. PTO Comments
- G. Presentations

**IX. EXECUTIVE DIRECTOR'S INFORMATION**

Enrollment for the month of March 2016 was 225 students.

For the month of March, 2016, a Fire Drill was held on March 3<sup>rd</sup> and a Shelter-in-Place Drill was held on March 24<sup>th</sup>.

**X. PRINCIPAL'S INFORMATION**

Mrs. Mastandrea provided an update regarding the PARCC testing

**XI. BUSINESS ADMINISTRATOR'S INFORMATION**

Mr. Kepnes provided an update regarding the roof project and upcoming bid opening.

**XII. PUBLIC PARTICIPATION**

None heard

**XIII. BOARD ACTION ON AGENDA ITEMS**

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY**  
**REGULAR MEETING MINUTES**  
*April 11, 2016*

---

**BUSINESS RECOMMENDATIONS**

Mr. Nelms made a motion for the following resolutions to be approved, seconded by Mr. Teufert and carried by a roll call vote.

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

1. RESOLVED that the Board of Trustees approve the Board Secretary's Report for the month ending March 31, 2016, as attached.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending March 31, 2016, as attached.
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that, as of March 31, 2016, 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 March 31, 2016, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending March 31, 2016 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 March, 2016 in the amount of \$8,300 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 March 2016 in the amount of \$397,756.38 inclusive of March 2016 payroll in the amount of \$194,644.26 as attached.

**EDUCATION**

Mr. Teufert made a motion for the following resolutions to be approved, seconded by Ms. Blanchard and carried by unanimous voice vote.

1. RESOLVED, that the Board of Trustees acknowledge that there was no Discipline Report for March, 2016.

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY**  
**REGULAR MEETING MINUTES**  
*April 11, 2016*

---

2. RESOLVED, that the Board of Trustees acknowledge there was one (1) Harassment, Intimidation, and Bullying (HIB) Report for March, 2016.
  
3. RESOLVED, that the Board of Trustees approve and accept the Approval of the Access and Equity Three Year Plan for 2016-2019, as per attached.

Mr. Teufert made a motion for the following resolution to be approved, seconded by Mr. Nelms and carried by unanimous voice vote.

4. RESOLVED, that the Board of Trustees acknowledge a presentation, about a School Energy Saving Project, given by three 6<sup>th</sup> grade students Victoria Fillipone, Skylar Port and Arlen Devantoy, from Laura Ciccolella's Science class.

**CLOSED SESSION**

Mr. Nelms made a motion at 4:39, to enter into closed session for the purpose of discussing negotiations and personnel matters. Mr. Teufert seconded the motion and the motion passed by unanimous voice vote.

**RETURN TO OPEN SESSION**

Mr. Teufert made a motion at 5:37, to enter back into open session. Mrs. Syre seconded the motion and the motion passed by unanimous voice vote.

**PERSONNEL**

Mr. Teufert made a motion for the following resolutions to be approved, seconded by Dr. Rapuano and carried by a roll call vote.  
Dr. Selby, yes; Mr. Teufert, yes; Ms. Blanchard, yes; Mr. Nelms, yes; Mrs. Syre, yes; Mr. Apter, yes; Dr. Rapuano, yes.

1. RESOLVED, that the Board of Trustees approve Deirdre Mastandrea, Principal, as the Affirmative Action Officer.
  
2. RESOLVED, that the Board of Trustees approve the following staff members as the Affirmative Action Access and Equity Team: Deirdre Mastandrea, Noreen Lazariuk, Kim Sokolewicz, and Lauren Palumbo.
  
3. RESOLVED, that the Board of Trustees approve the renewal of contract, for SY2016-2017, for Noreen Lazariuk, Executive Director.
  
4. RESOLVED, that the Board of Trustees approve the renewal of a 12 month contract, for SY2016-2017, for Deirdre Mastandrea, Principal.

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY**  
**REGULAR MEETING MINUTES**

*April 11, 2016*

---

Mr. Teufert made a motion for the following resolutions to be approved, seconded by Mr. Nelms and carried by a roll call vote.

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

5. RESOLVED, that the Board of Trustees approve that employee Ryan Myslinski is hereby reduced in force, pursuant to N.J.S.A.18A: 28-9 for reasons of efficiency and economy; and Be it further resolved, that the said employee shall be placed on the District's preferred eligibility list in the order of seniority for reemployment whenever a vacancy occurs in a position for which such person is qualified.
6. RESOLVED, that the Board of Trustees approve that employee Elise Tooker is hereby reduced in force, pursuant to N.J.S.A. 18A: 28-9 for reasons of efficiency and economy; and Be it further resolved, that the said employee shall be placed on the District's preferred eligibility list in the order of seniority for reemployment whenever a vacancy occurs in a position for which such person is qualified.
7. RESOLVED, that the Board of Trustees approve that employee Scott Steinetz is hereby reduced in force from full time to three fifths of a position, pursuant to N.J.S.A. 18A: 28-9 for reasons of efficiency and economy; and Be it further resolved, that the said employee shall be placed on the District's preferred eligibility list in the order of seniority for reemployment whenever a vacancy occurs in a position for which such person is qualified.
8. RESOLVED, that the Board of Trustees approve that employee Donna Nadratowski is hereby reduced in force from full time to three fifths of a position, pursuant to N.J.S.A. 18A: 28-9 for reasons of efficiency and economy; and Be it further resolved, that the said employee shall be placed on the District's preferred eligibility list in the order of seniority for reemployment whenever a vacancy occurs in a position for which such person is qualified.

Mr. Teufert made a motion for the following resolution to be approved, seconded by Mr. Nelms and carried by a roll call vote.

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

9. RESOLVED, that the Board of Trustees approve the renewal of contracts, for the following teachers and support staff, for SY2016-2017. The salaries and steps listed are the current 2015-2016 salaries and steps and will be adjusted pending completion of negotiations and assignment:

<b>Baldini, Jim</b>	<b>Social Studies Teacher</b>	<b>Step 23</b>	<b>\$71,519.00</b>
<b>Ciccolella, Laura</b>	<b>Science Teacher</b>	<b>Step 2 MA</b>	<b>\$48,207.00</b>
<b>Czarkowski, Geraldine</b>	<b>Substitute Teacher</b>		<b>\$24,077.00</b>
<b>Fialcowitz, Nick</b>	<b>Physical Ed. Teacher</b>	<b>Step 7</b>	<b>\$49,130.00</b>

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY**  
**REGULAR MEETING MINUTES**  
*April 11, 2016*

---

<b>Zangara-Fritts, Jamie</b>	<b>Science Teacher</b>	<b>Step 3</b>	<b>\$46,112.00</b>
<b>Fritts, Jason</b>	<b>Science Teacher</b>	<b>Step 2</b>	<b>\$46,707.00</b>
<b>Green, Kim</b>	<b>Instructional Aide</b>		<b>\$20,296.00</b>
<b>Graziano, Courtney</b>	<b>Math Teacher</b>	<b>Step 18</b>	<b>\$62,060.00</b>
<b>Kane, Pat</b>	<b>Facilities Director</b>		<b>\$51,884.00</b>
<b>Kopycienski, Suzanne</b>	<b>Physical Ed. Teacher</b>	<b>Step 18</b>	<b>\$62,060.00</b>
<b>Kuhn, Theresa</b>	<b>Instructional Aide</b>		<b>\$19,385.00</b>
<b>Langen, Janet</b>	<b>Secretary</b>		<b>\$39,716.00</b>
<b>Lerch, Jesse</b>	<b>Art Teacher</b>	<b>Step 1</b>	<b>\$44,321.00</b>
<b>Palumbo, Lauren</b>	<b>Guidance Counselor</b>		<b>\$59,684.00</b>
<b>Reader, Jaime</b>	<b>Social Studies Teacher</b>	<b>Step 6</b>	<b>\$48,934.00</b>
<b>Redmond, Ian</b>	<b>English Teacher</b>	<b>Step 4</b>	<b>\$47,034.00</b>
<b>Scheffler, Robin</b>	<b>English Teacher</b>	<b>Step 7</b>	<b>\$52,913.00</b>
<b>Sevean, Jeanne</b>	<b>English Teacher</b>	<b>Step 10</b>	<b>\$55,968.00</b>
<b>Simmons, Kristine</b>	<b>PT Speech</b>		<b>\$65,000.00</b>
<b>Sior, Carolyn</b>	<b>Math Teacher</b>	<b>Step 19</b>	<b>\$63,301.00</b>
<b>Sokolewicz, Kim</b>			<b>\$52,529.00</b>
<b>Steffens, Jill</b>	<b>English Teacher</b>	<b>Step 15 MA</b>	<b>\$61,481.00</b>
<b>Van Tassel, Ginny</b>	<b>Secretary</b>		<b>\$35,700.00</b>
<b>Virga, Sue</b>	<b>Secretary</b>		<b>\$48,899.00</b>

Mr. Teufert made a motion for the following resolution to be approved, seconded by Mrs. Syre and carried by a roll call vote.

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

10. RESOLVED, that the Board of Trustees approve the renewal of contracts, for the following teachers and support staff, for SY2016-2017.

<b>Andolino, Stephanie</b>	<b>Math Teacher</b>	<b>Step 12</b>	<b>\$55,107.00</b>
<b>Bell, Michael</b>	<b>Math Teacher</b>	<b>Step 18</b>	<b>\$62,060.00</b>
<b>Laurie Drake</b>	<b>Lead STEM Teacher</b>	<b>Step 14 MA</b>	<b>\$60,334.00</b>
<b>Elyse Heine</b>	<b>Google Inst. Coach</b>	<b>Step 8</b>	<b>\$50,911.00</b>
<b>Hillary Kotlarz</b>	<b>Lead Reading Teacher</b>	<b>Step 17 BA+30</b>	<b>\$62,383.00</b>
<b>Imogen Myslinski</b>	<b>Lead Writing Teacher</b>	<b>Step 17</b>	<b>\$60,843.00</b>

**POLICY**

Mr. Teufert made a motion for the following resolution to be approved, seconded by Mr. Nelms and carried by a unanimous voice vote.

1. RESOLVED, that the Board of Trustees approve the following addition/change to our Harassment, Intimidation, and Bullying (HIB) policy in “Section 6: Investigation”:

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY  
REGULAR MEETING MINUTES**

*April 11, 2016*

---

Principal or designee will initiate a Harassment, Intimidation, and Bullying (HIB) investigation only in those cases where he/she determines that the allegations meet the threshold definition of HIB. In the event that a Principal, or his/her designee, does not initiate a HIB investigation, but later acquires information suggesting that the allegations meet the threshold definition of HIB, it will then be referred to the Anti-Bullying Specialist (ABS) for investigation.

**XIV. NEW BUSINESS**

None heard

**XV. PUBLIC PARTICIPATION**

It was stated that Ms. Tooker and Mr. Myslinski, who are not being renewed, will be missed.

**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 the meeting at 5:48 pm.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Steven Kepnes  
Board Secretary