

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY**  
**REGULAR MEETING MINUTES**  
*July 11<sup>th</sup>, 2016 7:00 p.m.*

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**I. CALL TO ORDER**

The meeting was called to order by Dr. Selby at 7:00pm

**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**

**IV. 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>		√

**V. APPROVAL OF MINUTES**

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

Regular Meeting Minutes of June 13<sup>th</sup>, 2016.  
Executive Meeting Minutes of June 13<sup>th</sup>, 2016

**VI. CORRESPONDENCE**

None heard

**VII. COMMENTS**

A. President’s Comments: Dr. Selby provided an update regarding the recent Board retreat. Goals were firefly summarized.

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- B. Committee Reports
  - Building and Grounds: Improvements have been made to the grounds
  - Personnel & Negotiations: Ms. Blanchard provided an update regarding the recent negotiations sessions. The next meeting is scheduled for August 1.
  - Curriculum & Policy
  - Finance
  - Public Relations: Ms. Blanchard provided a draft Newsletter for the September issue and she summarized some of the information.
  - Technology
- C. Board Member Comments: Positive comments were made in reference to the recent Board retreat.
- D. Faculty/ Staff Comments
- E. Student Liaison Comments
- F. PTO Comments
- G. Presentations

**VIII. EXECUTIVE DIRECTOR'S INFORMATION**

Enrollment for the month of June 2016 was 225 students.

For the month of June 2016, a Fire Drill was held on June 8<sup>th</sup> and a Shelter-in-Place Drill was held on June 10<sup>th</sup>.

**IX. MOBILITY UNDER ENROLLMENT**

There were 15 transfer students exiting SCCST for the month of June 2016.

**X. BUSINESS ADMINISTRATOR'S INFORMATION**

**XI. PUBLIC PARTICIPATION**

None heard

**XII. BOARD ACTION ON AGENDA ITEMS**

**BUSINESS RECOMMENDATIONS**

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

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

1. RESOLVED that the Board of Trustees approve the Board Secretary's Report for the month ending June 30, 2016 , as attached.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending June 30, 2016 , as attached.
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that, as of June 30, 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 June 30, 2016, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending June 30, 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 June, 2016 in the amount of \$50,535.00 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 June 30, 2016 in the amount of \$399,361.81 inclusive of payroll in the amount of \$245,564.53 as attached.
7. RESOLVED, that the Board of Trustees approve Nisivoccia, LLP as the auditors for the 2015-2016 school year.
8. RESOLVED that the Board of Trustees accept the Individuals with Disabilities in Education Act (IDEA) allocation in the amount of \$52,335.00 and approve submission of the Grant Application to the NJ Department of Education for their review and approval, for the 2016-2017 school year.

**EDUCATION**

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

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

1. RESOLVED, that the Board of Trustees acknowledge that there were no Discipline Reports for June 2016.

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2. RESOLVED, that the Board of Trustees acknowledge that there were no Harassment, Intimidation, and Bullying (HIB) Reports for June 2016.
3. RESOLVED, that the Board of Trustees vote to affirm, modify or reject the decision(s) regarding one (1) HIB incident for May 2016, first reported to the Board on June 13<sup>th</sup>, 2016, and as per attached for second review.

**PERSONNEL**

Mr. Teufert made a motion for the following resolution to be approved, seconded by Ms. Blanchard and carried by a unanimous voice vote.  
Dr. Selby, yes; Mr. Teufert, yes; Ms. Blanchard, yes; Mrs. Syre, yes; Mr. Nelms, yes.

1. RESOLVED, that the Board of Trustees accept, with regret, the resignation of Laurie Drake, Teacher of Science.

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

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

2. RESOLVED, that the Board of Trustees approve the hiring of Cynthia Mackowicz, as Teacher of English/Language Arts Literacy, for the 2016-2017 school year at a salary of \$60,334, Step 14 plus Masters.
3. RESOLVED, that the Board of Trustees approve the hiring of May Lou DeCaprio, as Teacher of Science, for the 2016-2017 school year at the salary of \$49,913, Step 7.
4. RESOLVED, that the Board of Trustees approve Nicholas Fialcowitz to attend an IDE (Innovative Designs for Education) training this summer for a maximum of 6 days at a rate of \$125/day, retroactively.
5. RESOLVED, that the Board of Trustees approve the contract renewal for Suzanne Kopycienski, to serve as Substitute Custodian, during the 2016-2017 school year at the rate of \$12.25 per hour, as needed.
6. RESOLVED, that the Board of Trustees approve the hiring of Jean Ronald Dominique, Teacher of Mathematics, for the 2016-2017 school year at the salary of \$53,911, Step 8 with Masters.

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

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

7. RESOLVED, that the Board of Trustees approve the hiring of Michael Schwartz, PhD, as Lead STEM (Science, Technology, Engineering, and Mathematics) Teacher, for the 2016-2017 school year at a salary plus Lead Teacher compensation, the sum of not to be less than \$70,176.

**POLICY**

**XIII. NEW BUSINESS**

**XIV. CLOSED SESSION**

Mrs. Syre made a motion at 7:25, to enter into closed session for the purpose of discussing salaries related to negotiations and a student's records. Mr. Teufert seconded the motion and the motion passed by unanimous voice vote.

**XV. RETURN TO OPEN SESSION**

Ms. Blanchard made a motion at 7:55, to enter back into open session. Mr. Teufert seconded the motion and the motion passed by unanimous voice vote.

**XVI. PUBLIC PARTICIPATION**

None heard

**XVII. BOARD MEMBER COMMENTS**

None heard

**XVIII. ADJOURNMENT**

There being no further business to come before the Board, it was moved by Mr. Nelms and seconded by Mrs. Syre to adjourn the meeting at 7:56 pm.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Steven Kepnes  
Board Secretary

**Attachments**

Second Review – May 2016 HIB Report