

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY**  
**REGULAR MEETING MINUTES**  
*November 14<sup>th</sup>, 2016 7:00 p.m.*

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**I. CALL TO ORDER**

**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 (arrived at 7:05)</b>	√	

**V. APPROVAL OF MINUTES**

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

Regular Meeting Minutes of October 10<sup>th</sup>, 2016.  
Executive Session Meeting Minutes of October 10<sup>th</sup>, 2016.

**VI. CORRESPONDENCE**

**VII. COMMENTS**

A. President’s Comments Dr. Selby spoke of workshops related to sustainability. He briefly summarized the status of the Teachers negotiated

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contract. He expressed condolences towards the passing of Ms. Blanchard's mother.

- B. Committee Reports
  - Building and Grounds
  - Personnel & Negotiations
  - Curriculum & Policy
  - Finance
  - Public Relations Mrs. Lazariuk explained some of the initiatives taking place related to advertising.
  - Technology
- C. Board Member Comments
- D. Faculty/ Staff Comments
- E. Student Liaison Comments
- F. PTO Comments Mrs. Marin spoke about the successful clothing drive.
- G. Presentations Mrs. Lazariuk presented the PARCC scores from the spring of 2016. She also updated the Board regarding the new weather station.

**VIII. EXECUTIVE DIRECTOR'S INFORMATION**

Enrollment for the month of October 2016 was 213 students.

For the month of October 2016, a Fire Drill was held on October 17<sup>th</sup> and a Lockdown Drill was held on October 4<sup>th</sup>.

Noreen Lazaruik will be giving a presentation on PARCC

**IX. MOBILITY UNDER ENROLLMENT**

There was 2 transfer students exiting SCCST for the month of October 2016.

**X. BUSINESS ADMINISTRATOR'S INFORMATION**

**XI. PUBLIC PARTICIPATION**

None heard

**XII. BOARD ACTION ON AGENDA ITEMS**

**BUSINESS RECOMMENDATIONS**

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

1. RESOLVED that the Board of Trustees approve the Board Secretary’s Report for the month ending September 2016, as attached.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending September 2016 , as attached.
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that, as of October 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 September 2016, after a review of the Board Secretary’s monthly financial report and Treasurer of School Monies Report for the period ending September 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 October 2016 in the amount of \$1,800 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 October 2016 in the amount of 519,713.86, inclusive of October 2016 payroll in the amount of \$206,900.23 as attached.
7. RESOLVED, that the Board of Trustees approve the following non-repairable items be removed from inventory and decommissioned:

	Serial(SN) or Fixed Asset(FA) Number:
1. ACER CHROMEBOOK	NXSHEAA0064140B547600
2. ACER CHROMEBOOK	NXSHEAA0064140DD97600
3. ACER CHROMEBOOK	NXSHEAA0064140DDA57600
4. ACER CHROMEBOOK	NXSHEAA0064140DB7E7600
5. ACER CHROMEBOOK	NXSHEAA0064140DD697600
6. ACER CHROMEBOOK	NXSHEAA0064140DAEA7600
7. ACER CHROMEBOOK	NXSHEAA0064140DB877600
8. ACER CHROMEBOOK	NXSHEAA0064140DBA47600

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8. RESOLVED, that the Board of Trustees approve the 2016-2017 Agreement for Ancillary Educational Services, with the Sussex County Educational Services Commission, to provide public/itinerant program services, as needed, as per attached, retroactively.
9. RESOLVED, that the Board of Trustees approve the New Jersey Quality Single Accountability Continuum Statement of Assurances and submit the report to the State NJ Department of Education.
10. RESOLVED, that the Board of Trustees approve the following amendments to the grants listed:
  - a. No Child Left Behind (NCLB)- increase grant by \$48 due to carry over funds unspent from prior year
  - b. Individuals with Disabilities in Education Act (IDEA)- reallocate funds from salary line to supply line.

**EDUCATION**

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

1. RESOLVED, that the Board of Trustees acknowledge that there were fifteen (15) Discipline Reports for October 2016, as per attached.
2. RESOLVED, that the Board of Trustees acknowledge that there was one (1) incidents of Harassment, Intimidation, and Bullying (HIB) for October 2016, as per attached.
3. RESOLVED, that the Board of Trustees vote to affirm, modify or reject our determination in the incident reported to them at the last meeting.
4. RESOLVED, that the Board of Trustees approve the following field trip, retroactively:

Date	Event	Grade	Location	Chaperones	Cost
November 8, 2016	Edgar Allan Poe Theater	8 <sup>th</sup> grade students	Pax Amicus Theater, Budd Lake NJ	H Kotalrz, j Seavean, J Steffens, R Scheffler	\$25.00 per student, pd by family

**PERSONNEL**

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

1. RESOLVED, that the Board of Trustees approve the hiring of Edith Grant, as Secretary to the Special Education Coordinator at the rate of \$20.00 per hour for 18 hours per week beginning November 3<sup>rd</sup>, 2016, through June 30<sup>th</sup>, 2017.

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2. RESOLVED, that the Board of Trustees approve the hiring of Jason Kiss, as Head Maintenance/Custodian for the 2016-2017 school year at the salary of \$47,000 as of November 15, 2016 to June 30, 2017. (prorated)
3. RESOLVED, that the Board of Trustees approve a salary reinstatement for Charles Culver of \$20,000 annually, retroactive to July 1, 2016.
4. RESOLVED, that the Board of Trustees approve the hiring of Heidi Lentini, as teacher substitute on an as-needed-basis for the 2016-2017 school year at a rate of \$90.00 per day, beginning November 15, 2016 to June 30, 2017 (pending archived fingerprints).

**POLICY**

**XIII. NEW BUSINESS**

**XIV. CLOSED SESSION**

**XV. RETURN TO OPEN SESSION**

**XVI. PUBLIC PARTICIPATION**

**XVII. BOARD MEMBER COMMENTS**

Dr. Selby announced that he will be absent at next month's meeting

**XVIII. ADJOURNMENT**

There being no further business to come before the Board, it was moved by Mr. Nelms and seconded by Ms. Blanchard to adjourn the meeting at 7:44 pm.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Steven Kepnes  
Board Secretary