

SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
REGULAR MEETING MINUTES
March 13th, 2017 7:00pm

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

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

V. APPROVAL OF MINUTES

Ms. Blanchard made a motion to approve the regular meeting minutes, seconded by Mrs. Syre and carried by a unanimous voice vote.

Regular Meeting Minutes of February 13, 2017.

Closed Session Meeting Minutes of February 13, 2017.

VI. CORRESPONDENCE none

VII. COMMENTS

SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
REGULAR MEETING MINUTES
March 13th, 2017 7:00pm

- A. President's Comments: Dr. Selby mentioned the need to complete the executive Director's evaluation. He also suggested another retreat to include Long Range Planning.
- B. Committee Reports
 - Building and Grounds: Mrs. Syre summarized the recent meeting including projects related to a sound system, door repairs, water quality and new blinds.
 - Personnel & Negotiations
 - Curriculum & Policy: Mr. Apter provided an update on offering a therapy dog program and uniforms for students. He also suggested developing a relationship with the Sussex County Symphony Orchestra.
 - Finance: Mr Kepnes updated the Board regarding the 2017-2018 budget.
 - Public Relations
 - Technology: Mr. Nelms updated the Board on Technology items.
- C. Board Member Comments: Ms. Blanchard shared sad news regarding the loss of a former Charter School student. She explained the needs within the county to address drug abuse.
- D. Faculty/ Staff Comments
- E. Student Liaison Comments
- F. PTO Comments
- G. Presentations

VIII. EXECUTIVE DIRECTOR'S INFORMATION

Enrollment for the month of February 2017 was 217

For the month of February 2017, a Fire Drill was held on February 8th, and a Shelter in Place Drill on February 23, 2017

Mrs. Lazariuk announced that the acting commissioner will be visiting the Charter School in April.

IX. BOARD DISCUSSION ITEMS

- i. Curriculum Update
- ii. Executive Director Evaluation
- iii. Proposed Meeting Time Change: Discussion took place regarding the possibility of changing the Board Meeting time. Dr. Selby made a motion seconded by Dr. Rapuano, to have all future meetings scheduled for the second Monday of each month to begin at 5:00pm. The motion carried by a unanimous roll call vote. Ms. Blanchard abstained.

X. BUSINESS ADMINISTRATOR'S INFORMATION

- a. Budget 2017-2018

SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
REGULAR MEETING MINUTES
March 13th, 2017 7:00pm

- b. Financial Disclosure Statements Due by April 30

XI. PUBLIC PARTICIPATION

XII. BOARD ACTION ON AGENDA ITEMS

BUSINESS RECOMMENDATIONS

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

1. RESOLVED that the Board of Trustees approve the Board Secretary's Report for the month ending January 2017 , as attached.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending January 2017, as attached.
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that, as of February 2017 , 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 January 2017 after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending January 2017 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 February 2017 in the amount of \$62,902.00 to ensure that no line items are over expended, as attached.
6. RESOLVED, that the Board of Trustees approve the Check Register for the month ending February 28, 2017 in the amount of \$334,221.57 inclusive of payroll in the amount of \$207,075.29 as attached.
7. RESOLVED, that the Board of Trustees accept a donation of \$400.00 from The Sussex County P.A.L. towards basketball uniforms
8. RESOLVED, that the Board of Trustees approve the following non-repairable items

SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
REGULAR MEETING MINUTES
March 13th, 2017 7:00pm

be removed from inventory and decommissioned:

ACER	NXSHEAA0064140DB677600	
ACER	NXSHEAA0064140DD977600	
ACER	NXSHEAA0064140DBC87600	
ACER	NXSHEAA0064140DB467600	
ACER	NXSHEAA0064140DBAE7600	
ACER	NXSHEAA0064140DB977600	

EDUCATION

Dr. Rapuano made a motion to approve the following resolutions, seconded by Mrs. Syre and carried by a unanimous voice vote.

1. RESOLVED, that the Board of Trustees approve the following field trip, retroactively:

Date	Event	Grade	Location	Chaperones	Cost
2/22/17	Science Bowl	Various	Princeton NJ	Schwartz & Fritts	0

2. RESOLVED, that the Board of Trustees approve the following field trip:

4/4/17	Thor Labs	7 th	Newton NJ	DeCaprio & Mastandrea	

3. RESOLVED, that the Board of Trustees approve 3 assemblies given by Dr. Paul Winchansky. He will present to our students on October 4, 2017 (Week of Respect). The PTO is funding this event which is \$2,000.
4. RESOLVED, that the Board of Trustees approve a Winter/Spring Dance to be held on Friday, March 31st, 7:00 p.m. to 9:00 p.m. in the All Purpose Room coordinated by our Parent-Teacher Organization.
5. RESOLVED, that the Board of Trustees approve an After School Matinee Movie Monday March 20, 2017 (Space Jam, Rated PG)
6. RESOLVED, that the Board of Trustees approve the Pilot Dog Therapy Program. Enzo Lazariuk Certified Pet Therapy Dog to visit the school

Ms. Blanchard made a motion to approve the following resolution, seconded by Dr. Rapuano and carried by a unanimous roll call vote.

SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
REGULAR MEETING MINUTES
March 13th, 2017 7:00pm

7. RESOLVED, that the Board of Trustees approve the 2017-2018 Budget as follows:

APPROPRIATIONS

General Fund Appropriations:	\$3,391,567.80
Debt Service Appropriations:	\$ 309,272.28
TOTAL APPROPRIATIONS:	\$3,700,840.08

REVENUE

State Charter School Aid:	\$3,655,785.00
Budgeted Fund Balance:	\$ 45,055.08
TOTAL REVENUE:	\$3,700,840.08

PERSONNEL

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

1. RESOLVED, that the Board of Trustees approve the hiring of Michael Sickles as the Drama Production Director at a stipend of \$2,000.00
2. RESOLVED, that the Board of Trustees accept the resignation of Robin Scheffler as the Drama Production Director.
3. RESOLVED that the Board of Trustees approve the hiring of Michael Sickles as a substitute teacher at the salary of \$90.00 per day for the 2016-2017 school year.
4. RESOLVED, that the Board of Trustees approve the a Boys Basketball Coaching stipend for Nick Fialcowitz, in the amount of \$300.00

POLICY

Dr. Rapuano made a motion to approve the following resolution, seconded by Mr. Apter and carried by a unanimous voice vote.

1. RESOLVED, that the Board of Trustees approve the first reading of the amendment to Policy II-Board of Trustees as listed below:
 - a. Each member shall serve after the expiration of his/her term until the appointment and qualification of his/her successor (NJSA 54-16).

b. A member shall be considered "in attendance" of a Board Meeting if they are able to participate by cell phone or some other electronic means of communication.

SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
REGULAR MEETING MINUTES
March 13th, 2017 7:00pm

b c. A member who fails to attend three consecutive regular meetings of the Board without good cause may be removed from office on the affirmation of votes of a majority of the remaining Board members, provided that:

- i. The member's removal was proposed at the immediately preceding Board meeting and
- ii. Notice of the proposed removal was given to the affected member at least 10 days in advance of the meeting at which the vote will be taken.

e d. A vacancy on the Board shall forthwith be reported to the President of the Board of Trustees. The Board President shall solicit applications for Board membership and make suggestions to the Board concerning potential replacements. Replacement shall be ratified by majority vote of the remaining Board members. (NJSA 18A:12-2 ; 12-3)

XIII. NEW BUSINESS none

XIV. PUBLIC PARTICIPATION none heard

XV. BOARD MEMBER COMMENTS none heard

XVI. STUDENT LIAISON COMMENTS none heard

XVII. PTO LIAISON COMMENTS none heard

XVIII. ADJOURNMENT

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

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Steven Kepnes
Board Secretary