

SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
REGULAR MEETING MINUTES
November 13, 2017

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

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

V. APPROVAL OF MINUTES

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

Regular Meeting Minutes of October 9, 2017.
Executive Session Meeting Minutes of October 9, 2017

VI. CORRESPONDENCE

Presentation by Valerie Dolan, Auditor, regarding the 2016-2017 report of the Annual Audit: A review of fund balance and expenditures took place. Pension contributions were reviewed

VII. COMMENTS

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- A. President's Comments: Dr. Selby informed the Board of his future schedule
- B. Committee Reports.
 - Building and Grounds: Mr. Teufert announced that the gate is installed. Mr. Kepnes summarized the M-1 report.
 - Personnel & Negotiations: Dr. Selby drafted a letter to the Association requesting dates to begin negotiations.
 - Curriculum & Policy: Dr. Rapuano shared the Policy regarding Administrating an opioid antidote.
 - Finance
 - Public Relations: An event will take place to celebrate the 20th anniversary of the Charter School.
 - Technology
- C. Board Member Comments
- D. Faculty/ Staff Comments
- E. Student Liaison Comments
- F. PTO Comments
- G. Presentations
 - NJHS: Kalahari
 - Dr. Schwartz

VIII. EXECUTIVE DIRECTOR'S INFORMATION

Enrollment for the month of October 2017, was 223 students.

For the month of October 2017, a Fire Drill was held on October 20, 2017 at 1:49pm.

For the month of October 2017, a Lock Down was held on October 25, 2017 at 11:27am.

X. BUSINESS ADMINISTRATOR'S INFORMATION

XI. PUBLIC PARTICIPATION

XII. BOARD ACTION ON AGENDA ITEMS

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BUSINESS RECOMMENDATIONS

Mr. Teufert 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 September 2017.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending September 2017.
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that, as of September 30, 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 September 30, 2017 , after a review of the Board Secretary’s monthly financial report and Treasurer of School Monies Report for the period ending August 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 September 30, 2017 to ensure that no line items are over expended.
6. RESOLVED, that the Board of Trustees approve the Check Register for the month ending October 2017 in the amount of \$512,685.78 inclusive of October 2017 payroll in the amount of \$211,735.81 as attached.
7. RESOLVED, that the Board of Trustees approve that the following non-repairable item be removed from inventory and decommissioned:

Acer	DD647600
Acer	DD9E7600
Acer	DD7F7600
Acer	DB3F7600
Acer	DB2A7600
Acer	B817600
Acer	DBE27600
Acer	DBBF7600
Acer	NXDBC37600
Projector	NP410W
Laser Printer 346	VNBRL5823

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Laser Printer 3390	CNLJP03281
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- 8. RESOLVED, that the Board of Trustees accept the First Energy grant of \$1,000.
- 9. RESOLVED, that the Board of Trustees accept the 2016-2017 Comprehensive Annual Financial Report (CAFR) and authorize Steve Kepnes, Business Administrator to upload all required documents to the NJ Department of Education repository.
- 10. RESOLVED, that the Board of Trustees approve the M-1 and related comprehensive maintenance plan for the 2017-2018 school year.

EDUCATION

Mrs. Syre 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 acknowledge that there were 27 Discipline Reports for October 2017.
- 2. RESOLVED, that the Board of Trustees acknowledge there were 4 Harassment, Intimidation, and Bullying (HIB) Reports for October 2017.
- 3. RESOLVED, that the Board of Trustees approve the following Professional Development attendance for Elyse Mirena and Jill Steffens. Tomorrow’s classroom today workshop at Rider University, May 18th and 19th 2018. Cost of registration is \$129.00 each.
- 4. RESOLVED, that the Board of Trustees approve the following Professional Development attendance for Kaitlin Goetchius. Project Read workshop at The College of New Jersey, February 27th and 28th, 2018. Cost of registration is \$554.00.

The following recommendation was tabled by the Board

- 5. RESOLVED, that the Board of Trustees approve the tuition reimbursement of \$4,515.00 for courses taken at University of New Orleans, to Kaitlin Goetchius, Teacher of Language Arts Education, upon completion of courses, retroactively.

PERSONNEL

Mrs. DePinto made a motion for the following resolution to be approved, seconded by Dr. Rapuano and carried by a unanimous roll call vote. Mr. Teufert and Dr. Selby recused themselves.

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1. RESOLVED, that the Board of Trustees approve a stipend of \$2000 to Robin Scheffler, for Drama Club.

POLICY

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

1. RESOLVED, that the Board of Trustees approve the first read of the Administering an Opioid Antidote pending attorney review.

XIII. NEW BUSINESS

- XIV. CLOSED SESSION:** To discuss contractual issues and student matters
Dr. Rapuano made a motion at 5:58, to enter into closed session for the purpose of discussing a contractual issues. Mr. Teufert seconded the motion and the motion passed by unanimous voice vote.

- XV. RETURN TO OPEN SESSION**
Mrs. DePinto made a motion at 6:14, to enter back into open session.
Mr. Apter seconded the motion and the motion passed by unanimous voice vote.

XVI. PUBLIC PARTICIPATION

XVII. BOARD MEMBER COMMENTS

XVIII. ADJOURNMENT

There being no further business to come before the Board, it was moved by Mr. Teufert and seconded by Mrs. Syre to adjourn the meeting at 6:15 pm.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Steven Kepnes
Board Secretary