

MINUTES
BOARD OF TRUSTEES
of the
SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
REGULAR BOARD MEETING
December 9, 2013

I. CALL TO ORDER

The Regular Meeting of the Board of Trustees of the Sussex County Charter School for Technology was held on December 9, 2013 in room 112 of the Sussex County Charter School for Technology, 385 North Church Road, Sparta, New Jersey. The meeting was called to order by Dr. Selby, Board President, at 4:08 p.m. Dr. Selby advised that the meeting had been called in accordance with the Open Public Meetings Act and requested that it be set forth in the minutes.

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, in the New Jersey Herald, the County Superintendent’s Office, and the County Administrator.”

III. PLEDGE OF ALLEGIANCE

All persons present participated in the Pledge of Allegiance.

IV. ROLL CALL

The following roll call was taken:

<u>Present</u>	<u>Absent</u>
Dr. Ed Selby	Mrs. Wendie Blanchard
Dr. Mary Rapuano	Mr. Michael Nelms
Mr. Charles Teufert	

Also in attendance were; Jill Eckel, Administrative Principal; Estrella Molinet, Business Administrator/Board Secretary and Callie Teufert from the public.

V. APPROVAL OF MINUTES

Dr. Rapuano made a motion for the minutes to be approved.

- Regular Meeting Minutes of November 11, 2013
- Executive Session Minutes of November 11, 2013

Mr. Teufert seconded the motion, and the minutes were approved by voice vote.

VI. CORRESPONDENCE

E-rate Partners funding memo.

VII. COMMENTS

- A. President's Comments-
Dr. Selby asked Mrs. Eckel questions on the gym clothes policy.
Board Retreat Planning dates were discussed.
Board Retreat was discussed.
- B. Committee Reports
- Building and Grounds –
None
 - Personnel & Negotiations –
None
 - Curriculum & Policy –
None
 - Finance –
None
 - Public Relations –
None
- C. Board Member Comments
None
- D. Faculty Comments
None

VIII. PRINCIPAL'S INFORMATION

1. Mrs. Eckel reported a fire drill on November 20, 2013 and an Emergency Dismissal Drill on November 15, 2013
2. Enrollment for the month of November 2013 was 225 students.
3. In an attempt to improve communication at the Charter School the Principal has created a personal website which will serve as a center to allow parents to more easily access sites they need to use with their students (i.e. edmodo.com and mygradportal.com) as well as provide them with a centralized calendar of dates, upcoming events, descriptions of goings-on at the school and other information they may find useful. This website may be accessed at <http://www.oncoursesystems.com/school/webpage.aspx?id=12335832>.
4. The Student Council collected an enormous amount of canned and other goods for the Annual Sussex County "Stuff the Bus" campaign. The 8th grade tied the teachers for the largest number of items collected and were awarded a free dress down day the day before Thanksgiving.

5. Students are now collecting toys or \$2 toward the Project Self-Sufficiency Toy Drive.
6. The PTO is currently offering Modell's Coupons which give the purchaser 15% off. A portion of this goes to our 7th grade Project Graduation.
7. The application deadline was December 2. The lottery was supposed to be today (December 9) but has been postponed to Friday, December 13 at 3:00PM due to today's weather. We had well over 100 applications submitted. We will first do a drawing for waiting list for 7th and 8th grade. Then we will draw for the 6th grade seats. There are currently 23 siblings and several Sparta residents who receive seats before the drawing. This leaves over 80 applications for the approximately 50 available seats.

IX. BUSINESS ADMINISTRATOR'S INFORMATION

X. PUBLIC PARTICIPATION

Miss Callie Teufert, ambassador for Girl Scout Troop 889 working on a Gold Award Project, addressed the Board about a workshop she would like to conduct for about 50 girls in Grades 6-9 on Self Esteem and Bullying. Miss Teufert, a alumni of the Charter School, is looking for a facility in which to conduct the workshop.

XI. BOARD ACTION ON AGENDA ITEMS

BUSINESS RECOMMENDATIONS

Mr. Teufert made a motion for resolutions 1 through 8 to be approved.

1. RESOLVED, that the Board of Trustees approve the Board Secretary's Report for the month ending October 31, 2013, as attached.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending October 31, 2013, as attached.
3. RESOLVED, that the Board of Trustees approve the motion that the Board Secretary certifies that, as of October 31, 2013, no line item account has been over-expended in violation of NJSA 18A:19-2.
4. RESOLVED, that pursuant to NJSA 18A:19-2, the Board of Trustees certify that as of October 31, 2013, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending October 31, 2013, 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 November 30, 2013 in the amount of \$1,670.00 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 November 30, 2013 in the amount of \$380,499.25 inclusive of November's payroll in the amount of \$189,364.98 as attached.
7. RESOLVED, that The Board of Trustees approve adding holiday pay benefits for Legal Holidays ie. 4th of July, Labor Day, Thanksgiving Recess, Christmas Eve & Day, New Year's Eve & Day, MLK, President's Day, Good Friday & Easter Monday, Memorial Day, for the 2 custodial staff in their contract retroactive to July 1, 2013.
8. RESOLVED, that the Board of Trustees approve the Joint Transportation Contract Agreement for the 2013-2014 school year with Sussex County Technical School as follows:

<u>Route #</u>	<u>Dates</u>	<u>Cost</u>
LB415	9/1/13 – 6/30/14	\$14,189

Dr. Rapuano seconded the motion and resolutions 1 through 8 were approved by a roll call vote. Dr. Rapuano, yes; Dr. Selby, yes; Mr. Teufert, yes.

Dr. Selby made a motion for resolution 9 to be approved.

9. RESOLVED, that the Board of Trustees approve the use of facilities by Miss Callie Teufert of Girl Scout Troop 889 for the purpose of conducting a Self Esteem workshop for 50 girls in grades 6-9 with the presence of appropriate adult supervision.

Dr. Rapuano seconded the motion and resolution 9 was approved by a roll call vote. Mr. Teufert abstained from voting, the majority present ruled. Dr. Rapuano, yes; Dr. Selby, yes.

EDUCATION

Mr. Teufert made a motion for resolutions 1 through 4 to be approved.

1. RESOLVED, that the Board of Trustees approve the November, 2013 Discipline Report, as attached.
2. RESOLVED, that the Board of Trustees approve the Range of Responses to respond to HIB.
3. RESOLVED, that the Board of Trustees approve the following field trips:

Destination	Date	Group/Grade	Teacher
Martin Guitar Factory	Feb 7, 2014	½ 8 th grade	S. Steinetz
Martin Guitar Factory	Feb 14, 2014	½ 8 th grade	S. Steinetz

4. WHEREAS School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school; and

WHEREAS the school bus driver and bus aide shall participate in the emergency exit drills; and

WHEREAS drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity; and

WHEREAS drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill;

The Board of Trustees acknowledges that the school bus emergency evacuation drill was held on October 24, 2013 between 7:00AM - 7:30AM at a mutual site with the Sussex County Technical School at 105 N. Church Rd. Sparta, NJ 07871.

This drill was supervised by Jill Eckel, Principal, James Baldini, Vice-Principal and Barbara Zappile, Supervisor, and included all bus routes: VT1, VT2, VT4, VT5, VT7, VT8, HT1, HT2, HT3, HT4, HT5, HT6, KST1, KST2, MI, M2, M3, R10, R18, R32, R33, and QR06.

Dr. Selby seconded the motion and resolutions 1 through 4 were approved by a roll call vote. Dr. Rapuano, yes; Dr. Selby, yes; Mr. Teufert, yes.

PERSONNEL

Mr. Teufert made a motion for resolutions 1,2,3,5 and 6 to be approved.

1. RESOLVED, that the Board of Trustees approve Letter of Maternity Leave for Imogen Myslinski.
2. RESOLVED, that the Board of Trustees approve Kimberly Staerker in the position of Teacher of Students with Disabilities/Math salary of \$47,974.52 (step 6) for the 2013-2014 School Year, pending paperwork and fingerprints.
3. RESOLVED, that the Board of Trustees approve Evelyn Reid in the position of substitute for the 2013-2014 school year pending sub certificate verification.
4. REMOVED.
5. RESOLVED, that the Board of Trustees accept with regret the resignation of Pamela Rogers, Science Teacher, as of December 20, 2013.

6. RESOLVED, that the Board of Trustees approve Laura Esposito to serve as permanent sub until December 31, 2013, at which time she will serve as Family Leave Replacement for Teacher of English through the end of the 13-14 school year at a per diem rate of \$100 a day.

Dr. Rapuano seconded the motion and resolutions 1,2,3,5 and 6 were approved by a roll call vote.
Dr. Rapuano, yes; Dr. Selby, yes; Mr. Teufert, yes.

POLICY

XI. CLOSED SESSION

XIII. RETURN TO OPEN SESSION

XIV. PUBLIC PARTICIPATION

XV. BOARD MEMBER COMMENTS

XVI. ADJOURNMENT

There being no further business to come before the Board, it was moved by Dr. Selby and seconded by Mr. Teufert to adjourn at 5:20 p.m.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Estrella M. Molinet
Board Secretary