

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY**  
**REGULAR MEETING MINUTES**  
*February 13<sup>th</sup>, 2017 4:00pm*

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**I. CALL TO ORDER**

The meeting was called to order by Dr. Selby at 4:00pm.

**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**

Mrs. Blanchard made a motion to approve the regular meeting minutes, seconded by Mr. Teufert and carried by majority voice vote. Dr. Selby abstained

Regular Meeting Minutes of January 9th, 2017.

**VI. CORRESPONDENCE**

Letter from Wendie Blanchard

**VII. COMMENTS**

A. President’s Comments Dr. Selby shared a letter from the State informing that the Charter School is no longer on probation. He also informed the Board of

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY**  
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---

the Sustainable School Program. He encouraged other Board Members to attend available workshops that are offered.

B. Committee Reports

- Building and Grounds
- Personnel & Negotiations
- Curriculum & Policy
- Finance
- Public Relations
- Technology

C. Board Member Comments Mrs. Syre summarized what was discussed at the New Jersey School Board's Association meeting that she attended. She also suggested that students display their work at each Board meeting.

D. Faculty/ Staff Comments

E. Student Liaison Comments

F. PTO Comments A confirmation of the spring-thing for March 31 took place.

F. Presentations

**VIII. EXECUTIVE DIRECTOR'S INFORMATION**

Enrollment for the month of January 2017 was 218 students.

For the month of January 2017, a Fire Drill was held on January 26, 2017 and a Lockdown Drill was held on January 30, 2017

**IX. BUSINESS ADMINISTRATOR'S INFORMATION**

Mr. Kepnes briefly explained the Special Education Medicaid Initiative program and why it is recommended that the Board not participate in the program.

**X. PUBLIC PARTICIPATION**

**XI. BOARD ACTION ON AGENDA ITEMS**

**BUSINESS RECOMMENDATIONS**

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

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY**  
**REGULAR MEETING MINUTES**  
*February 13<sup>th</sup>, 2017 4:00pm*

---

1. RESOLVED that the Board of Trustees approve the Board Secretary’s Report for the month ending December 2016, as attached.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending December 2016, as attached.
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that, as of January 31, 2017 , 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 December 2016, after a review of the Board Secretary’s monthly financial report and Treasurer of School Monies Report, 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 January 2017 in the amount of \$ 44,480\_ 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 in the amount of \$350,422.45 inclusive of January 2017 payroll in the amount of \$204,445.10 as attached.
7. RESOLVED, that the Board of Trustees approve the following non-repairable items be removed from inventory and decommissioned:

ACER	NXSHEAA0064140DBB17600	
ACER	NXSHEAA0064140DBC27600	
ACER	NXSHEAA0064140DB767600	
ACER	NXSHEAA0064140DD4D7600	
ACER	NXSHEAA0064140DD707600	
ACER	NXSHEAA0064140DD7E7600	
ACER	NXSHEAA0064140DBB97600	
ACER	NXSHEAA0064140DB757600	
ACER	NXSHEAA0064140DBA17600	
ACER	NXSHEAA0064140DB807600	

8. RESOLVED, that the Board of Trustees approves participation in the Sustainable Jersey for Schools program and commits to the formation of at least one Sustainability

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY**  
**REGULAR MEETING MINUTES**  
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---

Leadership Team (also referred to as “Green Team”), based on the guidance of Sustainable Jersey for Schools and it is the board’s intention to pursue certification for the Charter School.

9. RESOLVED, that the Board of Trustees approves waiving the requirements of the Special Education Medicaid Initiative (SEMI) program for the 2017-2018 program due to the fact that there are so few students who qualify for participation in the program.
10. RESOLVED, that the Board of Trustees approve Addendum #2 for the Individuals with Disabilities in Education Act (IDEA) Grant FY17 by transferring \$20,160 from Salary and Benefits line accounts to a Purchased/Professional line account.

**EDUCATION**

Mr. Teufert 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 acknowledge that there was 0 incident of HIB to report for January 2017.

There were six (6) Discipline incidents to report for January 2017.

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

Date	Event	Grade	Location	Chaperones	Cost
3/31/17	Martin Guitar Trip	8	Nazareth PA	S. Steinetz,	\$15.00
4/7/17	Martin Guitar Trip	8	Nazareth PA	S. Steinetz	\$15.00
2/22/17	Rescheduled Planetarium		CCM	J. Fritz	\$12.00

**PERSONNEL**

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 approve the hiring of Dan McMickle as a full time Head Custodian/Maintenance for the 2016-2017 school year at the salary of \$47,000 as of January 9, 2017 to June 30, 2017 (pending archived fingerprints)
2. RESOLVED, that the Board of Trustees approve the hiring of Laura Fennimore as a part time Custodian for the 2016-2017 school year at the salary of \$12.00 per hour as of February 6, 2017 to June 30, 2017.

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY**  
**REGULAR MEETING MINUTES**  
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---

3. RESOLVED, that the Board of Trustees approve the following stipend for the remainder of the 2016-2017 school year:

**Suzanne Kopycienski Basketball \$300.00**

**POLICY**

**XII. CLOSED SESSION**

Mr. Nelms made a motion at 4:37, to enter into closed session for the purpose of discussing legal matters. Dr. Rapuano seconded the motion and the motion passed by unanimous voice vote.

**XIII. RETURN TO OPEN SESSION**

Ms. Blanchard made a motion at 4:58, to enter back into open session.  
Mrs. Syre seconded the motion and the motion passed by unanimous voice vote.

**XIV. PUBLIC PARTICIPATION**

None heard

**XV. BOARD MEMBER COMMENTS**

Mrs. Syre stated that Ms. Blanchard will be missed by the Charter School. The other Board members agreed.

**XVI. 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 4:49 pm.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Steven Kepnes  
Board Secretary