

SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
REGULAR MEETING MINUTES
July 9th, 2018

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)	√	
Dr. Mary Rapuano (Vice President)	√	
Mr. Tom Mitchell	√	
Ms. Michelle Syre	√	
Ms. Lesa McGuinness	√	
Mr. Jason Apter		√
Ms. Stephanie DePinto	√	

V. APPROVAL OF MINUTES

Due to the fact that there were no changes to the proposed minutes, the following minutes were fully approved by the Board.

Regular Meeting Minutes of June 11, 2018.
Executive Session Meeting Minutes of June 11, 2018

VI. CORRESPONDENCE

Email from Rauchbach family
Resignation from Michelle Syre, effective July 31, 2018

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VII. COMMENTS

- A. President's Comments: Dr. Selby announced his resignation as of August 31. It was suggested to have the Board receive a summery interpretation of the monthly financial reports in the fall.
- B. Committee Reports.
- Building and Grounds : Mrs. Lazariuk summarized her school safety specialist training.
 - Personnel & Negotiations: Dr. Selby stated that we have an agreement regarding language for the union contract.
 - Curriculum & Policy : Dr. Rapuano reviewed various policies that were discussed at the Policy Committee Meeting.
 - Finance: Dr. Rapuano and Mr. Kepnes summarized topics discussed at the Finance Committee meeting that included grants and fund balance.
 - Public Relations: Mrs. Lazariuk informed the Board of various magazines in which the Charter School will be published. We will also pursue other advertising locations.
 - Technology: Mrs. Lazariuk described the lap tops that are being discarded.
- C. Board Member Comments: Mrs. Syre thanked the Board for their support.
- D. Faculty/ Staff Comments
- E. Student Liaison Comments
- F. PTO Comments
- G. Presentations: Callie Teurfert- Thesis: Ms. Teurfert summarized the results of her research regarding narrative fiction and expository text.
- Dr. Bill Thomas from the NJ Conservatory School: Dr. Thomas summarized the history of the N.J. Conservatory School. He described the purpose of the conservation program and how it can benefit students.

VIII. EXECUTIVE DIRECTOR'S INFORMATION

Enrollment for the month of June 2018, was 225 students.

For the month of June 2018, a Fire Drill was held on June 14, 2018 at 8:35 am.

For the month of June 2018, a Shelter in Place was held on June 19, 2018 at 8:43am.

IX. BUSINESS ADMINISTRATOR'S INFORMATION

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X. PUBLIC PARTICIPATION

Mrs. Teufert offered to recycle the Mac-Mini devices.

XI. BOARD ACTION ON AGENDA ITEMS

BUSINESS RECOMMENDATIONS

Mrs. Syre made a motion to approve the following items, seconded by Mr. Mitchell 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 May 2018.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending May 2018.
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that, as of May 31, 2018, 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 May 31, 2018, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending May 31, 2018 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 May 31,2018 in the amount of \$144,650.00 to ensure that no line items are over expended.
6. RESOLVED, that the Board of Trustees approve the Check Register for the month ending June 2018 in the amount of \$382,335.53, inclusive of June 2018 payroll in the amount of \$252,603.36.
7. RESOLVED, that the Board of Trustees approve the following non-repairable items be removed from inventory and decommissioned:

ACER	DDA77600
DELL	8Y59B52
Mac mini	C07FK146DD6H
Mac mini	C07FK2CWDD6H
Mac mini	C07FK1JTDD6H

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Mac mini	C07FK16KDD6H
Mac mini	C07FK1WBDD6H
Mac mini	C07FK1KZDD6H
Mac mini	C07FK2AYDD6H
Mac mini	C07FK16ZDD6H
Mac mini	C07FK1KMDD6H

8. RESOLVED, that the Board of Trustees approve the allocations and submission of the following entitlement grant applications to the State DOE for approval:

ESEA:	Title I	\$20,682
	Title II	\$ 3,799
	Title IV	\$10,000
IDEA:		\$50,093

EDUCATION

Mr. Mitchell made a motion to approve the following items, seconded by Mrs. McGuinness and carried by a unanimous voice vote.

1. RESOLVED, that the Board of Trustees acknowledges the Harassment, Intimidation, and Bullying (HIB) Reports for June 2018 and (HIB) investigations for May 2018.
2. Lesa McGuinness- Sustainable NJ report

PERSONNEL

Mr. Mitchell made a motion to approve the following items, seconded by Mrs. McGuinness and carried by a unanimous roll call vote.

1. RESOLVED, that the Board of Trustees approve Noreen Lazariuk as the School Safety Specialist.
2. RESOLVED, that the Board of Trustees approve Noreen Lazariuk as the School Liaison to the Sparta Police Department.
3. RESOLVED, that the Board of Trustees accepts the resignation of English Language Arts teacher, Elyse Mirena.
4. RESOLVED, that the Board of Trustees approve Michael Bell for ESSA, and IDEA grants writing/administrative assistance at a rate of \$30 per hour.
5. RESOLVED, that the Board of Trustees approve the renewal of contracts, for the following teachers, for SY2018-2019:

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NAME	POSITION	SALARY	STEP
Andersen, Britt	Art	\$58,709	MA Step 8
Anderson, Nicole	Math	\$51,595	Step 5
Baldini, James	Social Studies	\$74,068	Masters Step 20*longevity \$2,000
Bell, Michael	Math	\$66,249	Step 17
Bowne, Jill	Science	\$58,709	Masters Step 8
Cruciata, Francesca	Math	\$59,016	BA Step 11
DeCaprio, Mary Lou	Science	\$53,611	BA Step 6
Duncan, Jennifer	Science	\$67,983	Masters Step 16
Fialcowitz, Nicholas	Health/Physical Education	\$53,611	BA Step 6 *longevity \$1,000
Goetchius, Kaitlin	English	\$56,611	MA Step 6
Graziano, Courtney	Math	\$66,249	BA Step 17
Kopycienski, Suzanne	Health/Physical Education	\$66,249	BA Step 17 *longevity \$1,500
Kotlarz, Hillary	Reading Teacher	\$60,516	BA+30, Step 11 *long \$1,000
Matschke, Jennifer	Math	\$70,541	Step 18
McCall, Kyle	English	\$50,616	BA Step 3
Myslinski, Imogen	Writing	\$59,016	BA Step 11 *longevity \$1,000
Reader, Jaime	Social Studies	\$52,593	Step 5*longevity \$1,000
Scheffler, Robin	ELAL/Disabilities	\$56,611	Masters Step 6
Schumann, Elisabeth	World Language	\$32,757	Masters Step 4
Schwartz, Michael	STEM	\$69,249	MA Step 17
Sevean, Jeanne	Language Arts/Handicapped	\$59,789	Masters Step 9*longevity \$1,500
Steffens, Jill	Language Arts Literacy	\$65,525	Masters Step 14*longevity \$1,000
Steinetz, Scott	Music	\$37,515	BA Step 14
Palumbo, Lauren	School Counselor	\$63,163	Masters Step 12*longevity \$1000
Muller, Kimberly	Nurse	\$55,660	BA+30 Step 7*longevity \$1,000

6. ESOLVED, that the Board of Trustees approve the following camps teachers for the following stipends:

Drama	Callie Teufert	TBD
Stem	Michael Schwartz	TBD
Idea to Invention	Ward Fleming Danea Dotz	\$1,000.00 \$450.00
Exploring the Mediums of Art	Britt Andersen	TBD
CSI: Forensic Science	Jillian Bowne	TBD

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Exploring the Greenhouse w/Math&Science	Mary Lou DeCaprio	TBD
Creative Writing	Imogen Myslinski	TBD

7. RESOLVED, that the Board of Trustees approve the following Clubs Teachers for the following stipends:

Teacher	Club	Stipend
Sue Kopycinski	FaceBook Page	\$2,000
Francesca Cruciata	NJHS	\$2,000
Nick Fialcowitz	Soccer	\$2,000
Nick Fialcowitz	Boys Basketball	\$2,000
Jeanne Sevean	Peace Pals	\$2,000
Courtney Graziano	Cross Country	\$2,000
Courtney Graziano	Ski Club	\$2,000
Kaitlin Goetchius	Girls Basketball	\$2,000
Jaime Reader	Student Council	\$2,000
Hilary Kotlarz	Pet Rescue	\$2,000
Imogene Myslinski	INK Magazine	\$2,000
Imogene Myslinski	GSA	\$2,000
Britt Andersen	Yearbook/Art & Photography	\$3,000
MaryLou DeCaprio	SWE	\$2,000
Michael Schwartz	Science & Academic Bowl	\$2,000
Michael Schwartz	STEM & Science	\$2,000

Mr. Mitchell made a motion to approve the following item, seconded by Mrs. Syre and carried by a unanimous roll call vote.

8. RESOLVED, that the Board of Trustees approve the following salaries for the 2018-2019 school year:

Employee	2018-2019	
Culver - Tech	\$ 21,012.00	
Freeman - Aide	\$ 17,510.00	
Grant -Secretary	\$ 39,552.00	
Green - Aide	\$ 20,678.28	
Harper - Aide	\$ 17,510.00	
Harper-Summer Maint.	\$ 11.33	per hour
Hobson-P/T Custodian	\$ 11.78	per hour
Kepnes - P/T BA/SBA	\$ 33,990.00	

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Leatham - Treasurer	\$ 2,185.66	
Martin-Secretary	\$ 42,230.00	
McMickle-Head Maint.	\$ 49,398.80	
Pappa - Psychologist	\$ 36,050.00	
Rowe - Aide	\$ 17,510.00	
Russell - Aide	\$ 17,510.00	
Schofield-P/T Custodian	\$ 11.33	per hour
Virga - Assist. to BA	\$ 53,223.19	
Noreen Lazariuk	\$127,000.00	
Mark Edgerton	\$102,000.00	

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

RESOLVED, that the Board of Trustees accept with regret the resignation of Michele Syre, effective July 31, 2018.

Mrs. Syre made a motion to approve the following item, seconded by Mr. Mitchell and carried by a unanimous voice vote.

RESOLVED, that the Board of Trustees approve Dominick Demsak to intern twice per week as a counseling intern for the 2018-2019 school year.

POLICY

XII. NEW BUSINESS

XIII. CLOSED SESSION:

Dr. Selby made a motion at 5:54, to enter into closed session for the purpose of discussing Personnel matters. Mrs. Syre seconded the motion and the motion passed by unanimous voice vote.

XIV. RETURN TO OPEN SESSION

Mrs. Syre made a motion at 6:00, to enter back into open session.
 Mr. Mitchell seconded the motion and the motion passed by unanimous voice vote.

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XV. PUBLIC PARTICIPATION

XVI. BOARD MEMBER COMMENTS

XVII. ADJOURNMENT

There being no further business to come before the Board, it was moved by Mr. Mitchell to adjourn the meeting at 6:01 pm.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Steven Kepnes
Board Secretary