

SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
REGULAR MEETING MINUTES
January 11, 2021

I. CALL TO ORDER @ 5:07 PM

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 Meeting 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, and the County Superintendent’s Office and the County Administrator.”

III. PLEDGE OF ALLEGIANCE

IV. ROLE CALL

	PRESENT	ABSENT
Mr. Tom Mitchell (President)	x	
Mrs. Stephanie DePinto (Vice President)	x	
Mr. Jason Apter		x
Ms. Anna Burke	x	
Mrs. Lesa McGuinness	x	
Mr. Louis Ruggiero	(arrived @ 5:15 PM) x	

V. APPROVAL OF MINUTES

Ms. DePinto made a motion to approve the following minutes, seconded by Ms. Burke and carried by a unanimous voice vote.

Regular Meeting Minutes of December 14, 2020

VI. **CORRESPONDENCE** none heard

VII. **COMMENTS**

- A. President's Comments: Mr. Mitchell commented how Sussex County continues to have a large increase in COVID cases and additional factors influence the schools decision to stay virtual at this time. Staff and the administration is doing an excellent job on a daily basis.
- B. Committee Reports - none
- C. Board Member Comments - none
- D. Faculty/ Staff Comments - none
- E. Student Liaison Comments - none
- F. PTO Comments - none
- G. Presentations - none

VIII. **SUPERINTENDENT'S INFORMATION**

Mrs. Lazariuk explained how the school is focusing on individual students who are not attending class and not completing their assignments. All cases are being documented. Parent phone calls and follow up emails are being made daily.

Enrollment for the month of December, 2020, was 225 students.

A fire drill was conducted in accordance with the NJDOE requirements on December 11, 2020 at 11 am.

A Lockdown drill was held on December 11, 2020 at 11:10 am.

IX. **BUSINESS ADMINISTRATOR'S INFORMATION**

Mrs. Wettstein reviewed the beginning 7/1/19 fund balance and the balance as of 6/30/20. She also shared information about the revised budget the Board of Trustees was approving this evening.

X. **PUBLIC PARTICIPATION** none heard

XI. BOARD ACTIONS ON AGENDA ITEMS

BUSINESS RECOMMENDATIONS

Mr. Ruggiero made a motion to approve the following minutes, seconded by Ms. McGuinness and carried by a unanimous voice vote.

1. RESOLVED that the Board of Trustees approve the Board Secretary's Report for the month ending November, 2020.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending November, 2020.
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that as of November 30, 2020, 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 November 30, 2020, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending November 30, 2020 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, 2020 in the amount of \$105.74 to ensure that no line items are over expended.
6. RESOLVED, that the Board of Trustees approve the Check Register for the month ending December, 2020 in the amount of \$345,174.88 inclusive of the Payroll for December, 2020 in the amount of \$206,021.01.
7. RESOLVED, that the Board of Trustees accept the 2019-2020 Comprehensive Annual Financial Report (CAFR) and authorize Kimberly Wettstein, Business Administrator to upload all required documents to the NJ Department of Education repository.
8. RESOLVED, that the Board of Trustees approve the M-1 and related comprehensive maintenance plan for the 2020-2021 school year.
9. RESOLVED, that the Board of Trustees approve \$200 from D'Amico Entertainment for the sale of music equipment.

10. RESOLVED, that the Board of Trustees reapprove the 2020-2021 budget to include the audited fund balance of \$836,892 and submit to the State of New Jersey as follows:

APPROPRIATIONS

General Fund Appropriations:	\$4,064,159.00
Debt Service Appropriations:	\$ 309,273.00
Grants	<u>\$ 144,082.00</u>

TOTAL APPROPRIATIONS: \$4,517,514.00

REVENUE

State Charter School Aid:	\$4,373,432.00
Budgeted Fund Balance:	\$ 0.00
Grants	<u>\$ 144,082.00</u>

TOTAL REVENUE \$4,517,514.00

11. RESOLVED, that the Board of Trustees accept a \$5,000 Digital Divide Grant to use towards the purchase of chromebooks and hotspots from the New Jersey Public Charter School Association.
12. RESOLVED, that the Board of Trustees approve the decomission of the following Chromebooks:

DELL #1TWTk82	DELL # 9GK28B2
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EDUCATION

Mr. Ruggiero made a motion to approve the following minutes, seconded by Ms. McGuinness and carried by a unanimous voice vote.

1. RESOLVED, that the Board of Trustees accept, modify or reject the Harassment, Intimidation, and Bullying (HIB) Reports for December, 2020 and Investigations for November, 2020.
2. RESOLVED, that the Board of Trustees accept a donation of a Teachers Pay Teachers voucher (valued at \$100) from DonorsChoose.org which Ms. Kerry Mulligan applied for to be used in the math department for additional online resources.
3. RESOLVED, that the Board of Trustees accept a donation of a Teachers Pay Teachers voucher (valued at \$100) from DonorsChoose.org which

Ms. Courtney Graziano applied for to be used in the math department for additional online resources.

PERSONNEL

Mr. Ruggerio made a motion to approve the following minutes, seconded by Ms. McGuinness and carried by a unanimous voice vote.

1. RESOLVED, that the Board of Trustees reimburse Kerry Mulligan \$4,716 for her spring tuition for classes at William Patterson University towards her earning her Special Education Certification.

XII. NEW BUSINESS

Ms. DePinto questioned if the students school pictures have been taken yet. Mrs. Lazariuk explained they had been completed before students went all virtual. Students also had the opportunity to have retakes done at the photography studio.

XIII. CLOSED SESSION none

XV. PUBLIC PARTICIPATION none

XVI. BOARD MEMBER COMMENTS none

XVII. ADJOURNMENT

There being no further business to come before the Board, it was moved by Ms. DePinto and seconded by Mr. Ruggerio to adjourn the meeting at 5:45 PM.

The motion was unanimously approved by a voice vote.

Respectfully submitted,

Kimberly Wetttein
Board Secretary