

SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
REGULAR MEETING MINUTES
November 14, 2022

I. CALL TO ORDER @ 5:06 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. Jason Apter (President)		x
Ms. Stephanie DePinto (Vice President)	x	
Ms. Anna Burke	x	
Mr. Mike Busniak	x	
Ms. Lesa McGuinness	x	
Mr. Garrett Perconti	x	
Mr. Lou Ruggiero (arrived at 5:15 PM)	x	

V. APPROVAL OF MINUTES

A motion was made by Mr. Busniak to approve the following item, seconded by Ms. Burke and carried by a unanimous voice vote.

Regular Meeting Minutes of October 10, 2022

VI. CORRESPONDENCE

- Plant the Promise: Red Ribbon Week

VII. COMMENTS

- A. President's Comments - none heard
- B. Committee Reports
 - Curriculum & Policy: Committee met to review policy revisions, deletions and new policies.
 - Finance: The committee met to review the recently completed audit.
- C. Board Member Comments - Ms. DePinto thanked the Business Office for a job well done with the audit.
- D. Faculty/ Staff Comments - none present
- E. Student Liaison Comments - none present
- F. PTO Comments - none present
- G. Presentations - Audit Report: Ms. Valerie Dolan with Nisivoccia
NJSLA Assessment Report: Mr. Michael Bell

VIII. SUPERINTENDENT'S REPORT

Mrs. Lazariuk informed the Board that the first marking period was just successfully completed. There was a Halloween Dance on Friday, October 29th. Next month, there will be an Open House on December 7th.

Enrollment for the month of October, 2022, was 221 students.

For the month of October 2022, a Fire Drill was held on October 31, 2022 at 9:25 AM.

For the month of October 2022, a Bus Evacuation Drill was held on October 11, 2022 at 7 AM.

IX. BUSINESS ADMINISTRATOR'S REPORT

X. PUBLIC PARTICIPATION (Agenda Items Only)

XI. BOARD ACTIONS ON AGENDA ITEMS

BUSINESS RECOMMENDATIONS

A motion was made by Mr. Ruggerio to approve the following item, 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 September, 2022.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending September, 2022.
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that as of September 30, 2022, 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, 2022, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending September 30, 2022 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, 2022 in the amount of \$4,100 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, 2022 in the amount of \$334,285.79 inclusive of the Payroll for October, 2022 in the amount of \$220,441.73.
7. RESOLVED, that the Board of Trustees approve the decommission of the following items:

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8. RESOLVED, that the Board of Trustees approve the audit and approve the Corrective Action Plan (CAP) accordingly.
9. RESOLVED, that the Board of Trustees accept the 2021-2022 Comprehensive Annual Financial Report (CAFR) and authorize Kimberly Wettstein, Business Administrator to upload all required documents to the NJ Department of Education repository.
10. RESOLVED, that the Board of Trustees approve a \$350 safety clothing/ steel tip shoe allowance for Mr. Peter Manero.
11. RESOLVED, that the Board of Trustees approve the 2022 Charter Financial Questionnaire.
12. RESOLVED, that the Board of Trustees approve the following stipend amounts for teachers to serve as mentors per year (as needed):
 - \$900 for mentoring teachers who have a Certificate of Eligibility
 - \$1,000 for mentoring teachers who have a Certificate of Eligibility with Advanced Standing

EDUCATION

A motion was made by Mr. Ruggiero to approve the following item, seconded by Mr. Perconti 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 October, 2022 and Investigations for September, 2022.

PERSONNEL

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

Upon the recommendation of the Chief School Administrator (Lead Person), to approve the following resolutions:

1. RESOLVED, that the Board of Trustees approve Best Choice Home Care as a substitute nurse service for the 2022-2023 school year.

2. RESOLVED, that the Board of Trustees approve Jill Schoonover for a \$500 stipend to coordinate the Veterans Day Celebration in November.
3. RESOLVED, that the Board of Trustees accept the letter of resignation from Giulio Salvatore, part time custodian, with two weeks notice. Last day will be Friday, November 4, 2022.
4. RESOLVED, that the Board of Trustees approve Giulio Salvatore as a substitute custodian for the 2022-2023 school year at a rate of \$15 per hour.
5. RESOLVED, that the Board of Trustees approve the following Professional Development Workshops:

Staff	Date	Workshop	Cost	Est. Mileage
K. Wettstein	11/17/22	Fiscal Procurement & ESSER Funds Monitoring Findings, Whippany, NJ	\$125	54 mi x \$0.35 = \$18.90
K. Wettstein	12/14/22	Pension Update - Whippany, NJ	\$125	54 mi x \$0.35 = \$18.90

6. RESOLVED, that the Board of Trustees approve Anne Lopuch as a daily substitute teacher (as needed) at a rate of \$125 per day for the 2022-2023 school year.
7. RESOLVED, that the Board of Trustees approve the following teachers to serve as mentors (as needed) and who have completed the required training: Sarah Andresen, MaryLou DeCaprio, Nick Fialcowitz, Hillary Kutlarz, Corinne Scott, and Jeanne Sevean.
8. RESOLVED, that the Board of Trustees approve the following teachers to serve as mentors for the 2022-2023 school year:

Teacher	Rate
Sarah Andresen	\$900

Nick Fialcowitz	\$1,000
Hillary Kotlarz	\$1,000
Corinne Scott	\$1,000
Jeanne Sevean	\$1,000

9. RESOLVED, that the Board of Trustees approve Scott McKay as a part time night custodian for the 2022-2023 school year at \$15 per hour.

POLICY

A motion was made by Mr. Ruggerio to approve the following item, seconded by Ms. Burke and carried by a unanimous voice vote.

1. RESOLVED, that the Board of Trustees approve the following revisions to Bylaws/ Policies/Regulations:
 - Bylaw 163: Quorum (first reading- revised)
 - Policy 1511: Board of Education Website Accessibility (first reading-revised)
 - Policy 2415: Every Student Succeeds Act (first reading - revised)
 - Policy 2432: School Sponsored Publications (abolished)
 - Regulation 2432: School Sponsored Publications (abolished)
 - Policy 3216: Dress and Grooming (first reading - revised)
 - Policy 3270: Professional Responsibilities (first reading - revised)
 - Regulation 3270: Lesson Plans and Plan Books (first reading- revised)
 - Policy 4216: Dress and Grooming (first reading - new)
 - Policy 5513: Care of School Property (first reading - revised)
 - Regulation 5513: Care of School Property (first reading - revised)
 - Policy 5517: School District Issued Student Identification Cards (first reading - revised)
 - Policy 5722: Student Journalism (first reading - new)

XII. NEW BUSINESS - none heard

XIII. EXECUTIVE SESSION - none heard

XV. PUBLIC PARTICIPATION (Non- Agenda Items) - none heard

XVI. BOARD MEMBER COMMENTS - none heard

XVII. ADJOURNMENT

Their being no further business to come before the Board, it was moved by Mr. Ruggiero and seconded by Mr. Busniak to adjourn the meeting at 5:38PM.

The motion was unanimously approved by a voice vote.

Respectfully submitted,

Kimberly Wettstein

Kimberly Wettstein
Business Administrator/Board Secretary

**Next Board Meeting:
Monday, December 12, 2022 @ 5 PM**