

MINUTES  
BOARD OF TRUSTEES  
of the  
SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY  
REGULAR BOARD MEETING  
April 8, 2013

**I. CALL TO ORDER**

The Reorganization Meeting of the Board of Trustees of the Sussex County Charter School for Technology was held on April 8, 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 Mrs. Molinet, Board Secretary, at 4:03p.m. Mrs. Molinet 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**

**Present:**

<b>Board of Trustee</b>	<b>Term</b>
Wendie Blanchard	2013 – 2017
Michael Nelms	2012 - 2015
Mary Rapuano	2012 – 2014
Edwin Selby	2013 - 2016
Charles Teufert	2012 - 2014

**Absent:** None

Also in attendance were: Jill Eckel, Administrative Principal; Estrella Molinet, Business Administrator/Board Secretary; Lisa Dougherty, Bookkeeper.

**V. Oath of Office administered to the renewed Board of Trustees members by Board Secretary.**

## **VI. Code of Ethics for School Board Members, Title 18A:12-24.1**

A school board member shall abide by the following Code of Ethics for School Board Members:

- a. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my board action to policymaking, planning, and appraisal and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.
- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

## **VII. NOMINATION AND VOTE FOR THE POSITION OF BOARD PRESIDENT**

A motion was made by Mr. Teufert to nominate Dr. Selby to the position of Board President. Mrs. Blanchard seconded the nomination.

The nominations were closed.

Mr. Nelms made a motion to approve Dr. Selby as President of the Board of Trustees of The Sussex County Charter School for Technology. The motion was seconded by Mr. Teufert and unanimously approved by a voice vote.

Dr. Selby accepted the position of Board President and thanked the Board for nominating him.

### **NOMINATION AND VOTE FOR THE POSITION OF BOARD VICE PRESIDENT**

A motion was made by Dr. Selby to nominate Mr. Teufert to the position of Board Vice - President. Mrs. Blanchard seconded the nomination.

The nominations were closed.

Mr. Nelms made a motion to approve Mr. Teufert as Vice - President of the Board of Trustees of The Sussex County Charter School for Technology. The motion was seconded by Dr. Selby and unanimously approved by a voice vote.

Mr. Teufert accepted the position of Board Vice - President and thanked the Board for nominating him.

At this point Dr. Selby the new President of the Board takes over the meeting from Mrs. Molinet, Board Secretary.

### **VIII. APPOINTMENT OF COMMITTEES BY PRESIDENT**

Finance, Building & Grounds – Mr. Nelms and Mr. Teufert  
Personnel & Negotiations – Mrs. Blanchard and Dr. Selby  
Curriculum & Policy – Dr. Rapuano and Mrs. Blanchard  
Public Relations – Dr. Rapuano and Dr. Selby

### **IX. ACTION ON MATTERS PERTAINING TO REORGANIZATION**

Mrs. Blanchard made a motion for resolutions 1- 6 of items pertaining to reorganization to be approved.

WHEREAS, the Board Bylaws outline the procedures to be used in the Reorganization Meeting, and

WHEREAS, the insurance agent has been appointed at the Reorganization Meeting by past practice, now therefore be it

1. RESOLVED, by the Board of Trustees of the Sussex County Charter School for Technology **that all existing by-laws and policies and regulations, contracts and agreements as established by act of previous Boards of Trustees and courses of**

**study are to remain in force and effect** until such time as the present Board necessitates change by way of resolution, and, be it further

2. RESOLVED, that the following appointments be made for the period April 1, 2013 through April 14, 2014, or until a replacement is named:

<u>Title</u>	<u>Name of Organization</u>
Board Attorney	Weiner Lesniak LLP
Official Newspaper	New Jersey Herald (weekly) New Jersey Sunday Herald
Insurance Agent of Record	Connor Strong Ins. Co.
Auditor of Record	Nisivoccia, LLP
Architect of Record	LAN Associates
Fixed Asset Appraisal Firm	Acclaim Inventory
School Physician	Dr. David Markel

and, be it further

3. RESOLVED, that the following banks be designated as **Official Depositories** for School funds and that the Financial Institutions be required to be insured by either SLIC or the FDIC and/or as required by both Federal and State statutes:

PNC Bank  
Sussex Bank

and be it further resolved that the warrant signatures be approved:

General Account - (3) President, Board Secretary and Treasurer  
Payroll Account - (2) Board Secretary, Treasurer  
Payroll Agency Account - (2) Board Secretary, Treasurer  
Unemployment Account – (2) Board Secretary, Treasurer  
Maintenance Reserve – (3) Board Secretary, Treasurer, President  
USDA Reserve – (3) Board Secretary, Treasurer, President  
Sussex Bank Mtge – (3) Board Secretary, Treasurer, President  
Student Activity Account - (2 of 3) Secretary, Treasurer, Principal  
Petty Cash - (2) Board Secretary, Principal

AND BE IT FURTHER RESOLVED that the Board Secretary be authorized to establish the following imprest petty cash fund accounts for the period from July 1, 2013 through June 30, 2014 in accordance with N.J.S.A. 18A:4-15 and :19-13 and Title 6 of the N.J.A.C. 6:20-2.10.

Petty Cash Account for \$200 (1) Principal, Board Secretary (alt)

and be it further resolved to establish a maximum single Petty Cash expenditure of \$50 not to be exceeded without prior approval by the Board Secretary.

4. RESOLVED, that the following Board Official appointments be made through June 30, 2014:

<u>Title</u>	<u>Name</u>
Board Secretary/ Business Administrator	Estrella M. Molinet
Treasurer of School Monies	Candace Leatham
Affirmative Action Officer	Carolyn Sior
“504” Officer	Jill A. Eckel
Title IX Coordinator	Jill A. Eckel
Public Agency Compliance Officer	Estrella M. Molinet
Purchasing Agent – QPA bid threshold \$36,000 Quotation threshold \$5,400	Estrella M. Molinet
Custodian of Public Records	Estrella M. Molinet
Integrated Pest Management Coordinator	Patrick Kane

and, be it further

5. RESOLVED, that as provided by N.J.S.A. 18A:22-8.1 amended, the Business Administrator, be designated to approve such line item budget transfers as are necessary between Board of Education meetings, and that such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of the next regular meeting.
6. WHEREAS, Title 18A:18A-10 provides that, "A Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS Sussex County Charter School for Technology has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, the Sussex County Charter School for Technology Board of Trustees desires to authorize its purchasing agent for the 2013 /2014 to make any and all purchases necessary to meet the needs of the school district throughout the school year.

NOW THEREFORE, BE IT RESOLVED, that the Sussex County Charter School for Technology Board of Trustees does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors as listed:

<u>Commodity/Service</u>	<u>Vendor</u>	<u>State Contract #</u>
Computer Equipment	Apple	70259
Computer Equipment	Dell	70256
School Furniture	Nickerson NJ	66902
Uniforms	Samzie's Uniforms	78921

Mr. Teufert seconded the motion and resolutions 1- 6 were approved by a unanimous roll call vote.

Mrs. Blanchard made a motion for the following resolution of items pertaining to reorganization to be approved pending discussion of the Board meeting calendar. Discussion took place as to dates. Changes were made. There will be no July meeting.

7. RESOLVED, that the Board approve the following schedule of meetings to be held by the Board of Trustees of the Sussex County Charter School for Technology, at the Sussex County Charter School for Technology, 385 North Church Road, Sparta, NJ 07871:

<u>Day and Date</u>	<u>Time</u>
Monday, May 13, 2013	4:00 p.m.
Monday, June 10, 2013	4:00 p.m.
No meeting in July	
Monday, August 12, 2013	4:00 p.m.
Monday, September 9, 2013	7:00 p.m.
Monday, October 14, 2013	4:00 p.m.
Monday, November 11, 2013	4:00 p.m.
Monday, December 9, 2013	4:00 p.m.
Monday, January 13, 2014	4:00 p.m.
Monday, February 10, 2014	4:00 p.m.
Monday, March 10, 2014	4:00 p.m.
Monday, April 14, 2014 - Reorganization Meeting	4:00 p.m.

Dr. Rapuano seconded the motion and the resolution was approved by a unanimous voice vote. All ayes.

Mrs. Blanchard made a motion for resolutions 8 - 13 of items pertaining to reorganization to be approved. Resolution 13 was tabled.

8. RESOLVED, that emergency procedures described in the official Sussex County Charter School for Technology Emergency Management Plan be approved as recommended by the Charter School Lead Person.
9. RESOLVED, that all current written policies, by-laws and rules/regulations in the official Policy Manual of the Sussex County Charter School for Technology be readopted for the period from the date of this Organization Meeting until the Organization Meeting in the next calendar year unless modified by the Board of Trustees in accordance with those applicable policies, by-laws and/or rules/regulations.
10. RESOLVED, that all current written curriculum, courses, textbooks, workbooks, and ancillary materials of the District, on file in the office of the Sussex County Charter School for Technology, be adopted for the period from the date of this Organization Meeting until the Organization Meeting in the next calendar year, unless modified upon recommendation of the Charter Lead Person.
11. RESOLVED, that all present handbooks be continued in effect until modified upon the recommendation of the Charter Lead Person.
12. RESOLVED, that the Board of Trustees authorize the Charter Lead Person and Business Administrator to implement the 2013/2014 budget, once authorized and finalized, pursuant to local and state policies and regulations.
13. Tabled.

Mr. Teufert seconded the motion and resolutions 8-12 were approved by a unanimous voice vote.

Mrs. Blanchard made a motion for resolutions 14 - 16 of items pertaining to reorganization to be approved.

14. RESOLVED, that the Board of Trustees approve the continued participation in the E-rate program and the Alliance for Competitive Energy Services (ACES).
15. RESOLVED, that the following Tax Shelter/Disability providers be approved: AFLAC, AXA Equitable and First Investors.

and, be it further

16. RESOLVED, that the following Order of Business (Agenda) be approved:

**REGULAR BUSINESS AGENDA**

- I. Call to Order
- II. Declaration of Open Public Meetings Act
- III. Pledge of Allegiance
- IV. Roll Call
- V. Approval of Minutes
- VI. Correspondence
- VII. Comments
  - A. President's Comments
  - B. Committee Reports
  - C. Board Member Comments
  - D. Student Liaison Comments
  - E. PTO Liaison Comments
  - F. Faculty Comments
  - G. Alumni Liaison Comments
- VIII. Principal's Information
- IX. Business Administrator's Information
- X. Public Participation (Agenda Items Only)
- XI. Board Action on Agenda Items
- XII. Closed Session (If Required)
- XIII. Return to Open Session to Act on Closed Session Matters as Required
- XIV. Public Participation
- XV. Board Members Comments
- XVI. Adjournment

**REORGANIZATION/REGULAR MEETING**

- I. Call to Order (Board Secretary)
- II. Declaration of Open Public Meetings Act
- III. Pledge of Allegiance
- IV. Roll Call
- V. Oath of Office
- VI. Code of Ethics
- VII. Call for the Nomination for the Position of Board President
  - A. Vote to Close Nominations
  - B. Vote for Position of Board President
  - C. Statement by Board President
- VIII. Call for the Nomination for the Position of Board Vice President (Board President)
  - A. Vote to Close Nominations
  - B. Vote for Position of Board Vice President
  - C. Statement by Board Vice President
- IX. Appointment of Committees by the President
- X. Action on Matters Pertaining to Reorganization
- XI. Approval of Minutes
- XII. Correspondence
- XIII. Comments
  - A. President's Comments
  - B. Committee Reports
  - C. Board Member Comments
  - D. Student Liaison Comments
  - E. PTO Liaison Comments
  - F. Faculty Comments
  - G. Alumni Liaison Comments
- XIV. Principal's Report
- XV. Business Administrator's Report
- XVI. Public Participation – Limited to those items on the Agenda.
- XVII. Board Action of Agenda Items
- XVIII. Closed Session

- XIX. Return to Open Session to Act on Closed Session Matters, as required.
- XX. Public Participation
- XXI. Board Members Comments
- XXII. Adjournment

\*Note 1. The Public is invited to attend all meetings and will be given an opportunity to discuss their concerns with the Board. Formal action will be taken at Regular meetings.

\*Note 2. The Order of Business is subject to change at the discretion of the Board President.

Mr. Teufert seconded the motion and resolutions 14 – 16 were approved by a unanimous voice vote.

### **ACTION ON MATTERS PERTAINING TO REGULAR BUSINESS**

#### **X. APPROVAL OF MINUTES**

Mr. Teufert made a motion for the minutes to be approved.

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

Dr. Rapuano seconded the motion and the minutes were approved by a voice vote. Mrs. Blanchard abstained.

#### **XII. CORRESPONDENCE**

- L. Drake Letter

#### **XIII. COMMENTS**

- A. President's Comments  
Dr. Selby commented that there would be a closed session meeting at the May 13 meeting since New Jersey School Boards did not receive all the materials needed for the Principal's Evaluation.
- B. Committee Reports
  - Finance and Building & Grounds - None
  - Personnel & Negotiations - None
  - Curriculum & Policy - None
  - Public Relations – Great article in the NJ Herald regarding the \$3,000 raised for St. Baldrick's.
- C. Board Member Comments - None
- D. Faculty Comments - None

#### **XIV. PRINCIPAL'S REPORT**

1. Mrs. Eckel reported a fire drill on March 28, 2013 and a Suspicious Package Drill on March 26, 2013.

Minutes of April 8, 2013

2. Enrollment for the month of March 2013 was 225 students.
3. Mrs. Eckel told the Board the Senator Steven Oroho, Assemblywoman Allison McHose, and Assemblyman Parker Space will be visiting the school on April 24, 2013.
4. Mrs. Eckel spoke to the Board regarding the School Performance Reports recently released.

**XV. BUSINESS ADMINISTRATOR'S REPORT**

- Highlights of the 2013-2014 Budget

**XVI. PUBLIC PARTICIPATION – Limited to those items on the Agenda.**

**XVII. BOARD ACTION ON AGENDA ITEMS**

**BUSINESS RECOMMENDATIONS**

Mr. Teufert made a motion for resolutions 1 through 14 to be approved.

1. RESOLVED, that the Board of Trustees approve the Board Secretary's Report for the month ending February 28, 2013, as attached.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending, February 28, 2013, as attached.
3. RESOLVED, that the Board of Trustees approve the motion that the Board Secretary certifies that, as of February 28, 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 February 28, 2013, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending February 28, 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 March 2013 in the amount of \$22,835.91 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 March 31, 2013 in the amount of \$ 366,136.38 inclusive of the March payroll in the amount of \$176,642.57.

7. RESOLVED, that the Board of Trustees approve the proposed 2013-2014 budget:

Total General Fund	\$ 3,403,065
Special Revenue Fund	\$ 78,075
Total Budget	\$ 3,481,140

8. RESOLVED, that the Board of Trustees approve Estrella Molinet, Business Administrator as the Purchasing Agent and Public Agency Compliance Officer (P.A.C.O.) for the 2013-2014 school year.
9. RESOLVED, that the Board of Trustees approve Patrick Kane, as the Integrated Pest Management Coordinator for the 2013-2014 school year.
10. RESOLVED, that the Board of Trustees approve the 8<sup>th</sup> grade graduation practice and ceremony to be held at the McNeice Auditorium on June 24, 2013 at a cost of \$2,250.
11. RESOLVED, that the Board of Trustees approve the following resolution in accordance with **Travel** and Work Related Expenses N.J.A.C. 6A:23B:

**WHEREAS**, The employees listed below, are attending the named professional development seminar at such identified venues, and

**WHEREAS**, The attendance at stated function was previously approved by the Chief School Administrator, or designee, as work related and within the scope of the work responsibilities of the attendee; and

**WHEREAS**, The attendance at the function was approved as promoting delivery of instruction or furthering efficient operation of the school district; and fiscally prudent, and

**WHEREAS**, The travel and related expenses particular to attendance at this function are in accordance with the state travel guidelines established by the Department of Treasury in NJOMB circular letter; be it

**RESOLVED**, That the Board finds the travel and related expense and the expenses particular to attendance at this previously approved function is necessary/unavoidable, be it further

**RESOLVED**, That the expense is justified and therefore reimbursable.

12. **RESOLVED**, that the Board of Trustees approve the following Professional Development

Staff Member	Course	Date	Cost
L. Palumbo	ABS Meeting	4/9/13	0
L. Palumbo	ABS Meeting	5/14/13	0
L. Palumbo	ABS Meeting	6/4/13	0

13. **RESOLVED**, that the Board of Trustees approve retroactively the following Professional Development:

Staff Member	Course	Date	Cost
L. Palumbo	ABS Meeting	3/12/13	0
Carolyn Sior	NJASK TDC Training	3/18/13	0
Carolyn Sior	Glenco-McGraw Hill presentation-CCSS	3/21/13	0
Jaime Zangara	Glenco-McGraw Hill	3/21/13	0
Sue Kopycienski	1 <sup>st</sup> Aid Health& Safety for Coaches	3/5/13	\$50

14. **RESOLVED**, that the Board of Trustees allow the Business Administrator to release checks for the vendors below before the Board of Trustees meeting in order to prevent fees and local small vendors to incur a hardship.

A.C.K. & Sons	
Agra Environmental	Water Testing
Aurora Electric	Electrical Supplies
Blue Diamond	Garbage Removal
Bridges Speech	Speech Services
Countryside Landscaping	Lawn Services
Hamburg Plumbing	Plumbing Supplies
McAfee Hardware	Maintenance Supplies
McGowan Well	Water/Well Services
NJCC	Mortgage
Poland Springs	Water Delivery
Porta Soft	Water Softener Supplies
Sierra Landscaping	Snow Removal
Staff Reimbursements	
Sussex Bank	Mortgage
Sussex County Lock & Safe	Lock/Key Services
USDA	Mortgage
US Postal Service	Refill Mail Meter

Mr. Teufert seconded the motion and resolutions 1 through 14 were approved by a roll call vote. Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Rapuano, yes; Dr. Selby, yes; Mr. Teufert, yes.

## **EDUCATION**

Mrs. Blanchard made a motion for resolutions 1, 2, 5 and 6 to be approved. Resolutions 3 and 4 were tabled.

1. **RESOLVED**, that the Board of Trustees approve the following field trips:

Destination	Class	Teacher	Date	Cost
Hardyston Middle School	Science club	J. Domaracki	5/14/13	

2. **RESOLVED**, that the Board of Trustees approve the March, 2013 Discipline Report, as attached..
3. **Tabled**
4. **Tabled**
5. **RESOLVED**, that the Board of Trustees retroactively approve the 1st Data Period Submission of Harassment, Intimidation and Bullying incidents to the Electronic, Violence and Vandalism Report on January 4, 2013, as attached.
6. **RESOLVED**, that the Board of Trustees approve the revised Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (Article 16) for the 2013-2014 school year.

Dr. Rapuano seconded the motion and resolutions 1, 2, 5 and 6 were approved by a unanimous voice vote.

## **PERSONNEL**

Mr. Nelms made a motion for resolutions 1 through 12 to be approved.

1. **RESOLVED**, that the Board of Trustees reappoint Jill A. Eckel as Administrative Principal for the 2013 – 2014 school year at a salary of \$104,493 (12 month contract).
2. **RESOLVED**, that the Board of Trustees reappoint Estrella Molinet to the position of Business Administrator/Board Secretary for the 2013 – 2014 school year at a salary of \$30,600 (12 month contract).
3. **RESOLVED**, that the Board of Trustees reappoint James Baldini to the position of Vice-Principal/Technology Coordinator for the 2013 – 2014 school year at a salary of \$78,748 (12 month contract).
4. **RESOLVED**, that the Board of Trustees reappoint Barbara Zappile as Supervisor of

Curriculum for the 2013 – 2014 school year at a salary of \$71,424 (12 month contract).

5. **RESOLVED**, that the Board of Trustees reappoint Lauren Palumbo as School Counselor for the 2013 - 2014 school year at a salary of \$56,405 (10 month contract).
6. **RESOLVED**, that the Board of Trustees appoint Deirdre Mastandrea as  $\frac{3}{4}$  time Special Education Case Manager for the 2013-2014 school year at a salary of \$55,000 (12 month contract).
7. **RESOLVED**, that the Board of Trustees reappoint Janet Langen as the Administrative Principal’s Secretary for the 2013 – 2014 school year at a salary of \$37,213 (12 month contract).
8. **RESOLVED**, that the Board of Trustees reappoint Terri Rocco as the Administrative Assistant for the 2013-2014 school year at a salary of \$30,600 (12 month contract).
9. **RESOLVED**, that the Board of Trustees reappoint Lisa Dougherty to the position of Bookkeeper for the 2013 – 2014 school year at a salary of \$42,860 with no health benefits included (12 month contract).
10. **RESOLVED**, that the Board of Trustees reappoint Candace Leatham to the position of part-time Treasurer for the 2013-2014 school year at a salary of \$1,900.
11. **RESOLVED**, that the Board of Trustees reappoint Kimberly Sokolewicz as School Nurse for the 2013 – 2014 school year at a salary of \$50,489 (10 month contract).
12. **RESOLVED**, that the Board of Trustees reappoint Patrick Kane as Facilities Coordinator for the 2013 – 2014 school year at a salary of \$49,870 (12 month contract).

Dr. Rapuano seconded the motion and resolutions 1 through 12 were approved by a roll call vote. Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Rapuano, yes; Dr. Selby, yes; Mr. Teufert, yes.

Dr. Selby made a motion for resolution 13 to be approved as corrected.

13. **RESOLVED**, that the Board of Trustees reappoint the following tenured instructors for the 2013 – 2014 school year, at the following salaries per negotiated agreement (10 month contracts):

Name	Description	Step	13-14 Salary
Drake Laurie	Teacher of Science	6	\$50,975
Fialcowitz Nicholas	Teacher of Physical Education/Health	6	\$47,975
Hennion Elisabeth	Teacher of Spanish	4	\$46,112
Kopycienski Sue	Teacher of Physical Education/Health	17	\$60,650
Kotlarz Hillary	Teacher of Language Arts/Teacher of the Handicapped	10	\$53,429

Myslinski Imogen	Teacher of Language Arts	9	\$50,911
Myslinski Ryan	Teacher of Social Studies	5	\$47,034
Nadratowski Donna	Teacher of Spanish	17	\$60,650
Reader Jamie	Teacher of Social Studies	5	\$47,034
Roberts Amy	Teacher of Performing & Visual	9	\$50,911
Sevean Jeanne	In-Class Resource Teacher	9	\$54,911
Sior Carolyn	Teacher of Mathematics	18	\$62,343
Steffens Jill	Teacher of Language Arts	14	\$60,210
Steinetz Scott	Teacher of Music	14	\$57,210
Vlahakes Anthony	Teacher of Social Studies & Mathematics	4	\$49,112

Mrs. Blanchard seconded the motion and resolution 13 was approved by a roll call vote.  
Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Rapuano, yes; Dr. Selby, yes; Mr. Teufert, yes.

Dr. Selby made a motion for resolution 14 to be approved as follows. That the salary of L. Knutelsky be adjusted as below for the Advanced Placement Masters pending the submission of her Master's Degree papers.

14. **RESOLVED**, that the Board of Trustees reappoint the following non-tenured instructors for the 2013 – 2014 school year (10 month contracts):

<b>Name</b>	<b>Description</b>	<b>Step</b>	<b>13-14 Salary</b>
Heine, Elyse	Teacher of Language Arts	2	\$44,321
Grant, Adam	Teacher of Students w/disabilities & Supplemental Instruction/Math	1	\$43,452
LaBarge, Leo	Teacher of Students with Disabilities & In-Class Support/Language Arts	4	\$47,612
Zangara, Jamie	Teacher of Science/Math	2	\$44,321
Knutelsky, Laura	Teacher of Science	1	\$46,452 adj.

Mr. Teufert seconded the motion and resolution 14 was approved by a roll call vote.  
Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Rapuano, yes; Dr. Selby, yes; Mr. Teufert, yes.

Mrs. Blanchard made a motion for the following resolutions to be approved: resolutions 15 and 18-26.

15. **RESOLVED**, that the Board of Trustees reappoint Kim Green as a part-time Classroom Aide for the 2013– 2014 school year at a salary of \$17,967 (10 month contract).

16. **Removed**

17. **Removed**

18. **RESOLVED**, that the Board of Trustees reappoint Theresa Kuhn as a part-time Classroom Aide for the 2013-14 school year at a salary of \$8,862 (10 month contract).
19. **RESOLVED**, that the Board of Trustees reappoint Charles Culver as an Assistant Technology Coordinator for the 2013 – 2014 school year at a rate of \$45 per hour not to exceed \$11,000.
20. **RESOLVED**, that the Board of Trustees reappoint Matthew Geary for Substitute Maintenance for the 2013 – 2014 school year at a rate of \$15 per hour.
21. **RESOLVED**, that the Board of Trustees reappoint Matthew Geary as Base Electrician for the 2013-2014 school year at a rate of \$30 per hour.
22. **RESOLVED**, that the Board of Trustees reappoint John Szanyi as a part-time Custodian for the 2013 – 2014 school year at a salary of \$13.95 per hour (12 month contract).
23. **RESOLVED**, that the Board of Trustees reappoint Maria Serafin as a part-time Custodian for the 2013 – 2014 school year at a salary of \$12.95 per hour (12 month contract).
24. **RESOLVED**, that the Board of Trustees appoint Susan Kopycienski as a Substitute Custodian for the 2013-2014 school year at a salary of \$11.00 per hour.
25. **RESOLVED**, that the Board of Trustees approve the following student activity/athletic stipends for the 2013 – 2014 school year, at the following amounts:

NAME	POSITION	AMOUNT
Pending	Science Club	\$2,000
Fialcowitz, Nicholas	Soccer Coach	\$1,600
Kopycienski, Sue	Basketball Coach	\$1,600
Nadratowski, Donna	Yearbook Advisor	\$2,000
Nadratowski, Donna	Mandatory HW Advisor	\$2,000
Roberts, Amy	Scheduling Assistant	\$2,000
Roberts, Amy	Drama Club Moderator (2 Productions)	\$3,200
Steffens, Jill	Student Council Advisory	\$2,000

26. **RESOLVED**, that the Board of Trustees approve the following stipends for the 2013 – 2014 school year, at the following amounts:

Palumbo, Lauren	I&RS Coordinator	\$2,000
Sior, Carolyn	Community Liason Spec/ Activity Coord	\$3,954
Knutelsky, Laura	Public Publicity Coord	\$2,000
Rocco, Terri	Sub Calling	\$400
Drake, Laurie	Ski Club Coach	\$1,600
Pending	Robotics Club	\$2,000
Pending	Curriculum Writing	\$2,000

Mr. Teufert seconded the motion and resolutions 15 and 18-26. were approved by a roll call vote. Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Rapuano, yes; Dr. Selby, yes; Mr. Teufert, yes.

Dr. Selby made a motion for resolution 27 to be approved after a change is made.

27. **RESOLVED**, that the Board of Trustees approve the following waiver of benefits stipends for the 2013 – 2014 school year:

Jim Baldini	\$3,000
Laurie Drake	\$3,000
Jill Eckel	\$3,000
Elisabeth Hennion	\$4,000
Barbara Zappile	\$3,000
Rocco, Terri	\$4,000

Mr. Teufert seconded the motion and resolution 27 was approved after the change by a roll call vote. Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Rapuano, yes; Dr. Selby, yes; Mr. Teufert, yes.

Dr. Selby made a motion for resolutions 28 and 29 to be approved.

28. **RESOLVED**, that the Board of Trustees approve \$10,500 for Summer Enrichment stipends for the 2013 – 2014 school year.
29. **RESOLVED**, that the Board of Trustees approve the maternity leave for Laurie Drake, Science Teacher, as attached.

Dr. Rapuano seconded the motion and resolutions 28 and 29 were approved by a roll call vote. Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Rapuano, yes; Dr. Selby, yes; Mr. Teufert, yes.

Dr. Selby made a motion for resolution 30 to be approved. Dr. Selby and all the Board members wished to express their gratitude to Mr. Domaracki for all his years of service to Sussex Charter.

30. **RESOLVED**, that the Board of Trustees accept, with regret, the notice of retirement of John Domaracki, Science Teacher, effective June 30, 2013.

Dr. Rapuano seconded the motion and resolution 30 was approved by a unanimous voice vote.

## **POLICY**

Mrs. Blanchard made a motion for resolutions 2 and 3 to be approved. Resolution 1 was removed.

1. **Removed**
2. **RESOLVED**, that the Board of Trustees approve the following new policies as first readings:

5141.4 Child Abuse  
5145.11 Questioning and Apprehension

3. **RESOLVED**, that the Board of Trustees approve the following revisions to policies as first readings:

1330 Use of School Facilities  
3327 Relations with Vendors  
4111 Recruitment, Selection and Hiring  
5131.6 Substance Abuse  
6142.10 Acceptable Use of Technology

Mr. Teufert seconded the motion and resolutions 2 and 3 were approved by a unanimous voice vote.

### **XVIII. CLOSED SESSION**

A motion was made by Mrs. Blanchard and seconded by Mr. Teufert that the Board of Education adopts the following resolution:

BE IT RESOLVED, by the Sussex County Charter School for Technology on this 8th day of April, 2013 at 5:20 PM, as follows:

1. The Board shall recess to closed session in accordance with the Open Public Meetings Law, N.J.S.A. 10:4-12b (1), (2), (6), (7) and (8). The general nature of the discussion will involve matters confidential by law, any investigations or tactics or techniques to protect persons or public property, litigation, anticipated litigation and attorney-client matters.
2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies.
3. This resolution shall take effect immediately.
4. Action may be taken after closed session.

### **XIX. RETURN TO OPEN SESSION - To Act on Closed Session Matters as required.**

The meeting was called to public session at 5:26 PM.

Mrs. Blanchard made a motion for the following resolution to be approved

**RESOLVED**, that the Board of Trustees grant employee # 167 a separation agreement as of 7/1/2013.

Dr. Rapuano seconded the motion and the resolution was approved by a roll call vote.  
Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Rapuano, yes; Dr. Selby, yes; Mr. Teufert, yes.

**XX. PUBLIC PARTICIPATION**

**XXI. BOARD MEMBER COMMENTS**

**XXII. ADJOURMENT**

There being no further business to come before the Board, it was moved by Mr. Nelms and seconded by Mrs. Blanchard to adjourn at 5:30 p.m.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Estrella M. Molinet  
Board Secretary