

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY**  
**REGULAR MEETING MINUTES**  
*August 10, 2020*

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**I. CALL TO ORDER at 5:02 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**

	<b>PRESENT</b>	<b>ABSENT</b>
<b>Mr. Tom Mitchell (President)</b>		<b>x</b>
<b>Mrs. Stephanie DePinto (Vice President)</b>	<b>x</b>	
<b>Mr. Jason Apter (via phone)</b>	<b>x</b>	
<b>Ms. Anna Burke</b>	<b>x</b>	
<b>Mrs. Lesa McGuinness</b>	<b>x</b>	
<b>Mr. Louis Ruggiero (arrived via phone at 5:25 pm)</b>	<b>x</b>	

**V. APPROVAL OF MINUTES**

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

Regular Meeting Minutes of July 13, 2020

**VI. CORRESPONDENCE - none**

**VII. COMMENTS**

A. President's Comments - none

B. Committee Reports

- Building & Grounds: The committee toured the buildings and grounds, front office, and physical classrooms to discuss changes for the new school year. Mr. Apter and Mr. Ruggerio are donating a disinfecting machine which ionizes the air at night to help sanitize the environment.

C. Board Member Comments: Mrs. DePinto thanked everyone involved with creating the very detailed preparedness plan and that parent participation was included. Ms. Burke agreed with Mrs. DePinto.

D. Faculty/ Staff Comments - none

E. Student Liaison Comments - none

F. PTO Comments - none

G. Presentations - none

**VIII. SUPERINTENDENT'S INFORMATION**

Mrs. Lazariuk thanked the teachers for being such a cohesive team.

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

**IX. BUSINESS ADMINISTRATOR'S INFORMATION**

The audit has started and the team will be present Thursday and Friday this week.

We had a decrease in state funding.

**X. PUBLIC PARTICIPATION - none**

## **XI. BOARD ACTIONS ON AGENDA ITEMS**

### **BUSINESS RECOMMENDATIONS**

Ms. McGuinness made a motion to approve the following items, seconded by Mr. Apter and carried by a unanimous vote.

1. RESOLVED that the Board of Trustees approve the Board Secretary's Report for the month ending June, 2020.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending June, 2020.
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that as of June 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 June 30, 2020, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending June 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 June, 2020 in the amount of \$30,563.74 to ensure that no line items are over expended.
6. RESOLVED, that the Board of Trustees approve the Check Register for the month ending July, 2020 in the amount of \$230,399.96 inclusive of the Payroll for July, 2020 in the amount of \$39,918.10.
7. RESOLVED, that the Board of Trustees approve the reduction in appropriations for the 2020-2021 school year by \$3,613 in the area of Professional Development due to a decrease in state funding.

### **EDUCATION**

Ms. McGuinness made a motion to approve the following items, seconded by Ms. Burke and carried by a unanimous vote.

1. RESOLVED, that the Board of Trustees accept, modify or reject the Harassment, Intimidation, and Bullying (HIB) Reports for July, 2020 and Investigations for June, 2020.
2. RESOLVED, that the Board of Trustees approve the tool for teacher and school leader evaluations.
3. RESOLVED, that the Board of Trustees approve the following non-repairable items to be removed from inventory and decommissioned:

HP Printer Copier	C.S.F.T. 319
SmartBoard Rm 104	C.S.F.T. 516
SmartBoard Rm 113	C.S.F.T. 338
SmartBoard Projector Rm 113	C.S.F.T. 1129
Computer Servers	C.S.F.T. 166
Computer Servers	C.S.F.T. 173
Computer Servers	C.S.F.T. 174
Computer Servers	C.S.F.T. 176
Computer Servers	C.S.F.T. 352
Computer Servers	C.S.F.T. 353
Computer Servers	C.S.F.T. 358
Computer Servers	C.S.F.T. 492
Computer Servers	C.S.F.T. 493
Computer Servers	C.S.F.T. 494
Computer Servers	C.S.F.T. 1138
Chromebook	C.S.F.T. 701
Acer	J2CHB52
Dell	C.S.F.T. 1145

## **PERSONNEL**

Ms. McGuinness made a motion to approve the following items, seconded by Mr. Apter and carried by a unanimous vote.

1. RESOLVED, that the Board of Trustees approve World Language teacher, Elizabeth Schuman from part-time to full-time for the 2020-2021 school year with a full time salary, MA Step 6 \$56,105.
2. RESOLVED, that the Board of Trustees approve the hiring of substitute teacher Erin Coutts for the 2020-2021 school year at \$90 per day.
3. RESOLVED, that the Board of Trustees approve the hiring of substitute teacher Kerry Deckert for the 2020-2021 school year at \$90 per day.
4. RESOLVED, that the Board of Trustees approve the hiring of substitute teacher Sarah Gallopo for the 2020-2021 school year at \$90 per day.
5. RESOLVED, that the Board of Trustees approve the hiring of substitute teacher Cynthia Manning for the 2020-2021 school year at \$90 per day.
6. RESOLVED, that the Board of Trustees approve the hiring of substitute teacher Michael Patsis for the 2020-2021 school year at \$90 per day.
7. RESOLVED, that the Board of Trustees approve the hiring of substitute teacher Ania Rosser for the 2020-2021 school year at \$90 per day.
8. RESOLVED, that the Board of Trustees approve the hiring of substitute teacher Kyle Freeman for the 2020-2021 school year at \$90 per day.
9. RESOLVED, that the Board of Trustees approve the 2020-2021 12 month employee holiday calendar. (THIS WILL BE RE EXAMINED AT THE SEPTEMBER BOARD MEETING DUE TO CALENDAR CHANGES PRESENTED LAST MINUTE)
10. RESOLVED, that the Board of Trustees approve a revision to the math lead teacher stipend. Mrs. Graziano will now receive the full stipend of \$5,000. (This stipend was previously designated to be split between

Michael Bell and Courtney Graziano, but Mr. Bell has since been named as Director of Curriculum and Programs.)

11. RESOLVED, that the Board of Trustees approve the following Club Teachers for the 2020-2021 school year stipends:

Teacher	Club	Stipend
Francesca DeVito	NJHS	\$2,000
Francesca DeVito	Yearbook	\$2,000

12. RESOLVED, that the Board of Trustees approve the following teachers to be compensated \$6,500 each for teaching an additional class: Jillian Schoonover, Jeanne Sevean, Hillary Kotlarz, Imogen Myslinski, Kaitlin Goethcius, Courtney Graziano, Francesca DeVito.

13. RESOLVED, that the Board of Trustees approve the Harassment, Intimidation, and Bullying (HIB) stipend of \$2,000.00 to Lauren Palumbo for the 2020-2021 school year.

14. RESOLVED, that the Board of Trustees approve the Charter teachers for Before/After Care at a rate of \$30 per hour for the 2020-2021 school year.

15. RESOLVED, that the Board of Trustees approve the Charter teachers for Lunch Duty, AM/PM Bus Duty at a rate of \$30 per hour for the 2020-2021 school year.

**XII. NEW BUSINESS - none**

**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. Burke and seconded by Ms. McGuinness to adjourn the meeting at 5:34 pm.

The motion was unanimously approved by a voice vote.

Respectfully submitted,

Kimberly Wettstein  
Board Secretary