

MINUTES  
BOARD OF TRUSTEES  
of the  
SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY  
REGULAR BOARD MEETING  
August 12, 2013

**I. CALL TO ORDER**

The Regular Meeting of the Board of Trustees of the Sussex County Charter School for Technology was held on August 12, 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 Dr. Selby, Board President, at 4:05 p.m. Dr. Selby 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**

The following roll call was taken:

<u>Present</u>	<u>Absent</u>
Mrs. Wendie Blanchard	Mr. Michael Nelms
Dr. Mary Rapuano	
Dr. Ed Selby	
Mr. Charles Teufert	

Also in attendance were; Jill Eckel, Administrative Principal; Estrella Molinet, Business Administrator/Board Secretary; Jim Baldini, Vice Principal/Tech Coordinator and Mr. Steve Marchegiano.

**V. APPROVAL OF MINUTES**

Mrs. Blanchard made a motion for the minutes to be approved.

- Regular Meeting Minutes of July 8, 2013
- Executive Session Minutes of July 8, 2013

Mr. Teufert seconded the motion and the minutes were approved by a voice vote.

**VI. CORRESPONDENCE**

- Re: Sussex County Charter School for Technology Litigation

**VII. COMMENTS**

- A. President's Comments-  
Dr. Selby reminded the Board that the September meeting is scheduled for 7pm. Dr. Selby commented on the Annual Report. Resolution to approve the CSA evaluation. Board Goals, the BYOD paper needs language change and a revision on the Big Brother letter.
- B. Committee Reports
- Building and Grounds –  
Work proceeding on summer projects
  - Personnel & Negotiations –  
None
  - Curriculum & Policy –  
None
  - Finance –  
None
  - Public Relations –  
Meeting on Wednesday.
- C. Board Member Comments  
Congratulations to Jill Steffens and baby.
- D. Faculty Comments  
Presentation on Grants available from State for education and County bandwidth by Mr. Steve Marchegiano.

**VIII. PRINCIPAL'S INFORMATION**

1. Mrs. Eckel reported a fire drill on July 30, 2013 and an Emergency Drill on June 31, 2013.
2. Annual Report done.
3. IDEA almost done
4. Infosystem for Oncourse is in - there will be about 2 to 2 1/2 months of growing pains.
5. K. Teufert wants to work with young teens regarding self-esteem.
6. Mr. Baldini has convinced her to let them do a trebuchet, which she explained is like a catapult. Pumpkin shucking is being looked at which will fit in with the 7<sup>th</sup> grade curriculum on the Medieval period. We can do a field trip in October to Warren County where they have a large pumpkin shucking competition.

**IX. BUSINESS ADMINISTRATOR'S INFORMATION**

Mrs. Molinet reported the audit is being finalized, the change of assistants in the business office is going smoothly.

**X. PUBLIC PARTICIPATION**

**XI. BOARD ACTION ON AGENDA ITEMS**

**BUSINESS RECOMMENDATIONS**

Mr. Teufert made a motion for resolutions 1 through 8 to be approved.

1. RESOLVED, that the Board of Trustees approve the Board Secretary's Report for the month ending June 30, 2013, as attached.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending June 30, 2013, as attached.
3. RESOLVED, that the Board of Trustees approve the motion that the Board Secretary certifies that, as of June 30, 2013, no line item account has been over-expended in violation of NJSA 18A:19-2.
4. RESOLVED, that pursuant NJSA 18A:19-2, the Board of Trustees certify that as of June 30, 2013, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending June 30, 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 July 31, 2013 in the amount of \$33,602.00 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 July 31, 2013 in the amount of \$ 201,170.21 inclusive of June's payroll in the amount of \$46,185.10 as attached.
7. RESOLVED, that the Board of Trustees approve the submission of the 2012-2013 Annual Report, per attached.
8. RESOLVED, that the Board of Trustees approve the IDEA 2013 Amendment to include the 2012 carryover amount of \$850.

Mrs. Blanchard seconded the motion and resolutions 1 through 8 were approved by a roll call vote. Mrs. Blanchard, yes; Dr. Rapuano, yes; Dr. Selby, yes; Mr. Teufert, yes.

## **EDUCATION**

### **PERSONNEL**

Mrs. Blanchard made a motion for resolutions 1 through 4 to be approved.

1. RESOLVED, that the Board of Trustees approve Susan Virga in the position of Assistant to the Business Administrator/Bookkeeper at a salary of \$47,000 for the 2013-2014 School Year, pending fingerprints and Mantoux testing.
2. RESOLVED, that the Board of Trustees approve Laura Esposito in the position of substitute for the 2013-2014 school year pending sub certificate verification.
3. RESOLVED, that the Board of Trustees approve Meghan L. Marencik as an Occupational Therapist for 4 hours per day at \$90.00/hour, pending fingerprints and mantoux.
4. RESOLVED, that the Board of Trustees approve the CSA evaluation for the 2012-2013 school year.

Mr. Teufert seconded the motion and resolutions 1 through 4 were approved by a roll call vote. Mrs. Blanchard, yes; Dr. Rapuano, yes; Dr. Selby, yes; Mr. Teufert, yes.

### **POLICY**

Mr. Teufert made a motion for resolutions 1 and 2 to be approved as a first reading.

1. RESOLVED, that the Board of Trustees approve the Granting of Tenure and Certification of Tenure Charges policy as a first reading.
2. RESOLVED, that the Board of Trustees approve the Bring Your Own Device (BYOD) Personal Education Device Policy as a first reading.

Dr. Rapuano seconded the motion and the resolutions were approved by a unanimous voice vote.

Dr. Selby made a motion for resolutions 3 through 7 to be approved.

3. RESOLVED, that the Board of Trustees approve the letter notifying parents of rights and protections related to the monitoring of school computers and other electronic devices as per N.J.S.A. 18A:36-29 (P.L. 2013, c44).
4. RESOLVED, that the Board of Trustees approve the Principal and Teacher Evaluation Systems, Philosophy, Principles and Application
5. RESOLVED, that the Board of Trustees approve the Parent Involvement Policy for 2013-2014.

6. RESOLVED, that the Board of Trustees approve the Student-Parent-Teacher Compact for 2013-2014.
7. RESOLVED, that the Board of Trustees approve the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials for the 2013-14 school year.

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

## **XII. 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 12th day of August, 2013 at 5:02 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 of a Legal nature.
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 might be taken after closed session.

## **XIII. RETURN TO OPEN SESSION**

The meeting was called to public session at 5:28 PM .

The Board discussed the goals for the current year and voted on the following;

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

1. RESOLVED, that the Board of Trustees establish a mid-year Board retreat facilitated by NJSBA staff.

Mr. Teufert seconded the motion and the resolution was approved by a unanimous voice vote.

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

2. RESOLVED, that the Board of Trustees increase outreach with the County community by;
  - Contacting local school boards to arrange for SCCST representatives/Board members to speak at their meetings.
  - Explore ways to become an educational hub for the County.
  - Invite local community organizations and boards of education to special showcase events at SCCST.

Mr. Teufert seconded the motion and the resolution was approved by a unanimous voice vote.

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

3. RESOLVED, that the Board of Trustees reactivate the Foundation with more active BOT participation, making Foundation membership a committee appointment.

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

**XIV. PUBLIC PARTICIPATION**

None

**XV. BOARD MEMBER COMMENTS**

None

**XVI. ADJOURNMENT**

There being no further business to come before the Board, it was moved by Mrs. Blanchard and seconded by Mr. Teufert to adjourn at 5:32 p.m.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Estrella M. Molinet  
Board Secretary