

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY**  
**REGULAR MEETING MINUTES**  
*August 13th, 2018*

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**I. CALL TO ORDER**

**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 Meetings 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, the County Superintendent’s Office and the County Administrator.”

**III. PLEDGE OF ALLEGIANCE**

**IV. ROLL CALL**

	<b>PRESENT</b>	<b>ABSENT</b>
<b>Dr. Edwin Selby (Board President)</b>	√	
<b>Dr. Mary Rapuano (Vice President)</b>	√	
<b>Mr. Tom Mitchell</b>		√
<b>Ms. Lesa McGuinness</b>	√	
<b>Mr. Jason Apter</b>	√	
<b>Ms. Stephanie DePinto</b>		√

**V. APPROVAL OF MINUTES**

Dr. Rapuano made a motion to approve the following minutes, seconded by Dr. Selby and carried by a unanimous voice vote.

Regular Meeting Minutes of June 11, 2018.  
Executive Session Meeting Minutes of June 11, 2018

**VI. CORRESPONDENCE**

Letter of resignation from Dr. Selby  
JCP&L

**VII. COMMENTS**

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- A. President's Comments      Dr. Selby stated that he will not be at the September meeting. He also reviewed items and goals to be addressed in the new school year.
- B. Committee Reports.
  - Building and Grounds
  - Personnel & Negotiations
  - Curriculum & Policy
  - Finance
  - Public Relations
  - Technology
- C. Board Member Comments
- D. Faculty/ Staff Comments
- E. Student Liaison Comments
- F. PTO Comments
- G. Presentations: Noreen Lazariuk-PARCC  
MaryLou DeCaprio- Teacher of the year: Mrs. DeCaprio summarized the past year and events that took place with her students.

**VIII. EXECUTIVE DIRECTOR'S INFORMATION**

Enrollment for the month of July 2018, was 225 students.

For the month of July 2018, a Fire Drill was held on July 27, 2018 at 9:30 am.

For the month of July 2018, a Shelter in Place was held on July 31, 2018 at 2:15pm.

**IX. BUSINESS ADMINISTRATOR'S INFORMATION**

**X. PUBLIC PARTICIPATION**

**XI. BOARD ACTION ON AGENDA ITEMS**

**BUSINESS RECOMMENDATIONS**

Dr. Rapuano made a motion to approve the following items, seconded by Ms. McGuiness and carried by a unanimous roll call vote.

1. RESOLVED that the Board of Trustees approve the Board Secretary's Report for the month ending June 2018.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending June 2018.
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that, as of June 30, 2018, no line item account has been over-expended in violation of NJSA 18A:19-2.

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4. RESOLVED, that pursuant NJSA to NJSA 18A:19-2, the Board of Trustees certify that as of June 30, 2018, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending June 30, 2018 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 30,2018 in the amount of \$34,019.74 to ensure that no line items are over expended.
6. RESOLVED, that the Board of Trustees approve the Check Register for the month ending June 2018.
7. RESOLVED, that the Board of Trustees approve the following non-repairable items be removed from inventory and decommissioned:

DELL	6Q59B52
DELL	5V59B52
ACER	DDA77600
DELL	8Y59B52
DELL	2T59B52
DELL	1ZPV242

**EDUCATION**

Dr. Rapuano made a motion to approve the following items, seconded by Ms. McGuiness and carried by a unanimous roll call vote.

1. RESOLVED, that the Board of Trustees acknowledges the Harassment, Intimidation, and Bullying (HIB) Reports for July 2018 and (HIB) investigations for June 2018.
2. RESOLVED, that the Board of Trustees approve the PTO holding a school dance on October 26<sup>th</sup>, 2018 7:00pm-9:00pm.

**PERSONNEL**

Dr. Rapuano made a motion to approve the following items, seconded by Ms. McGuiness and carried by a unanimous roll call vote.

1. RESOLVED, that the Board of Trustees accepts the resignation of School Nurse, Kimberly Muller.
2. RESOLVED, that the Board of Trustees accepts the resignation of Math teacher, Jenn Matschke.

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3. RESOLVED, that the Board of Trustees approve Charlotte Danielson Model of teacher evaluations.
4. RESOLVED, that the Board of Trustees approve Dominick J. Demsak as an Intern, twice a week, September 2018-May 2019 with Lauren Palumbo.
5. RESOLVED, that the Board of Trustees approve the hiring of Math Teacher Kimberly Wettstein at a salary of \$67,983.00 (step 16 MA).
6. RESOLVED, that the Board of Trustees approve the hiring of School Nurse, Adriana Kuzicki at a salary of \$57,892.00 (step 10 BA).
7. RESOLVED, that the Board of Trustees approve the hiring of substitute teacher Theresa DeNoia for the 2018-2019 school year \$90.00 per day.
8. RESOLVED, that the Board of Trustees approve the hiring of substitute teacher Michael Altmann for the 2018-2019 school year \$90.00 per day.
9. RESOLVED, that the Board of Trustees approve the hiring of substitute teacher Kristy Bodle for the 2018-2019 school year \$90.00 per day.
10. RESOLVED, that the Board of Trustees approve the hiring of substitute teacher AnaElisa DeCaprio for the 2018-2019 school year \$90.00 per day.
11. RESOLVED, that the Board of Trustees approve the hiring of substitute teacher Danae Dotz for the 2018-2019 school year \$90.00 per day.
12. RESOLVED, that the Board of Trustees approve the hiring of substitute teacher Lisa Santarpia-Hamler for the 2018-2019 school year \$90.00 per day.
13. RESOLVED, that the Board of Trustees approve the hiring of substitute teacher Heidi Lentini for the 2018-2019 school year \$90.00 per day.
14. RESOLVED, that the Board of Trustees approve the hiring of substitute teacher Jessica McKeever for the 2018-2019 school year \$90.00 per day.
15. RESOLVED, that the Board of Trustees approve the hiring of substitute teacher Mike Sickles for the 2018-2019 school year \$90.00 per day.
16. RESOLVED, that the Board of Trustees approve the hiring of substitute teacher Callie Teufert for the 2018-2019 school year \$90.00 per day.

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17. RESOLVED, that the Board of Trustees approve the hiring of substitute nurse Nancy Baty for the 2018-2019 school year \$1200.00 per day.

18. RESOLVED, that the Board of Trustees approve the hiring of substitute nurse Carrie Loewrigkeit for the 2018-2019 school year \$120.00 per day.

19. RESOLVED, that the Board of Trustees approve the following camps teachers for the following stipends:

Drama	Callie Teufert	\$500
Stem-Camp Coordinator	Michael Schwartz	\$3000
Stem Camp (2 weeks)	Francesca Cruciata	\$1,000.00
	Michael Schwartz	\$1,000.00
Exploring the Medium	Britt Andersen	\$500
CSI: Forensic Science	Jillian Bowne	\$500

20. RESOLVED, that the Board of Trustees approve the following Clubs Teachers for the following stipends:

<b>Teacher</b>	<b>Club</b>	<b>Stipend</b>
TBD	Drama/School Play	\$2,800

21. RESOLVED, that the Board of Trustees approve a stipend of \$6,500 to Jillian Browne-Schoonover.

22. RESOLVED, that the Board of Trustees approve Mary Rowe for part-time summer maintenance \$11.33 per hour.

23. RESOLVED, that the Board of Trustees approve Michael Bell for the Summer Enrichment program, a prorated fee for his part time hours \$350.00.

Dr. Selby made a motion to approve the following item, seconded by Ms. McGuiness and carried by a unanimous roll call vote.

24. RESOLVED, that the Board of Trustees approve \$15.00 for 30 minute assignments for one teacher in the a.m. and one for lunch time, for purposes of supervision.

**POLICY**

1. RESOLVED, that the Board of Trustees approve the Teachers contract and the Annual Report.

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**XII. NEW BUSINESS**

none

**XIII PUBLIC PARTICIPATION**

None

**XIV. ADJOURNMENT**

There being no further business to come before the Board, it was moved by Mr. Apter with a second by Dr. Rapuano, to adjourn the meeting at 5:57 pm.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Steven Kepnes  
Board Secretary