

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY**  
**REGULAR MEETING MINUTES**  
*August 8, 2022*

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**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**

	<b>PRESENT</b>	<b>ABSENT</b>
<b>Mr. Jason Apter (President)</b>	<b>x</b>	
<b>Ms. Stephanie DePinto (Vice President)</b>	<b>x</b>	
<b>Ms. Anna Burke (via phone)</b>	<b>x</b>	
<b>Mr. Mike Busniak</b>	<b>x</b>	
<b>Ms. Lesa McGuinness</b>		<b>x</b>
<b>Mr. Garrett Perconti</b>		<b>x</b>
<b>Mr. Lou Ruggiero</b>	<b>x</b>	

**V. APPROVAL OF MINUTES**

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

Regular Meeting Minutes of July 11, 2022

**VI. CORRESPONDENCE**

None

**VII. COMMENTS**

- A. President's Comments - A question came up if the Charter School could invest approximately 5-10% of the General Fund into a VanGuard or another fund
- B. Committee Reports - none
- C. Board Member Comments - none
- D. Faculty/ Staff Comments - none
- E. Student Liaison Comments - none
- F. PTO Comments - none
- G. Presentations - none

**VIII. SUPERINTENDENT'S REPORT**

Mrs. Lazariuk reported the Charter School is in the final stages of preparation for September opening. Mrs. Lazariuk called the 6th grade parents to welcome them to Charter and answer any questions they might have. The school is looking into social media to help spread the word about enrollment.

Enrollment for the month of July, 2022, was 215 students.

For the month of July 2022, a Fire Drill was held on July 26, 2022 at 9:25 AM.

For the month of July 2022, a Shelter In Place Drill was held on July 28, 2022 at 1:35 PM.

**IX. BUSINESS ADMINISTRATOR'S REPORT**

Mrs. Wettstein reported that the annual audit would be taking place next week.

**X. PUBLIC PARTICIPATION (Agenda Items Only)**

**XI. BOARD ACTIONS ON AGENDA ITEMS**

**BUSINESS RECOMMENDATIONS**

A motion was made by Mr. Ruggiero 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 Board Secretary's Report for the month ending June, 2022.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending June, 2022.
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that as of June 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 June 30, 2022, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending June 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 June, 2022 in the amount of \$156,794.83 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, 2022 in the amount of \$591,931.82 inclusive of the Payroll for June, 2022 in the amount of \$295,753.76.
7. RESOLVED, that the Board of Trustees approve the decommission of the following items:

Epson Projector 01342	Epson Projector CSFT 958
Epson Projector CSFT 984	Epson Projector CSFT 956
Epson Projector CSFT 1141	Epson Projector CSFT 795

Epson Projector CSFT 795	Epson Projector CSFT 834
Epson Projector CSFT 522	Epson Projector CSFT 1043
Epson Projector CSFT 1171	Epson Speakers 01342
Epson Speakers 01306	Dell Chromebook CSFT 1157
Dell Chromebook CSFT 1027	Dell Chromebook FXM6L82
Dell Chromebook - NO ID available	Dell Chromebook CSFT 1097
Dell Chromebook - No ID available	Dell Chromebook CSFT 1057
Dell Chromebook CSFT 1019	Dell Chromebook CSFT 1103
Dell Chromebook - No ID available	Dell Chromebook 6VRK7Y2
Dell Chromebook CSFT 897	Dell Chromebook CSFT 1063
Dell Chromebook CSFT 876	Dell Chromebook 65TYKD2
Dell Chromebook CSFT 1190	Dell Chromebook 1146
Dell Chromebook DBKZ8B2	Dell Chromebook 3RCQ9L2
Dell Chromebook CSFT 1246	Dell Chromebook 7VCQ9L2
Dell Chromebook - No ID available	Acer NXHKBAA005BF97600
Dell Chromebook 69JSYY2	Samsung - No Id available

8. RESOLVED, that the Board of Trustees accept a donation of amateur radio equipment for the Amateur Radio Club KD2YAQ from Harry Dunleavy.
- 9 . RESOLVED, that the Board of Trustees approve the submission of the Annual Report.
10. RESOLVED, that the Board of Trustees approve the donation of an Icom7300 radio system from ICOM Radio Corporation valued at \$1,100 by Ray Novak and Will Jourdain.
11. RESOLVED, that the Board of Trustees approve Nisivoccia to complete the 2021-2022 annual audit.
12. RESOLVED, that the Board of Trustees approve the regular student lunch cost at \$3.75 for the 22-23 school year.

## **EDUCATION**

A motion was made by Mr. Ruggiero to approve the following item, seconded by Ms. Burke 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 July, 2022 and Investigations for June, 2022.
2. RESOLVED, that the Board of Trustees approve the participation in the following Rutgers Grant: Extending the CS Pipeline: Enhancing & Relevance in Middle School CS EIR Grant Participation for the SY 2022-2023 and 2023-2024.
3. RESOLVED, that the Board of Trustees approve the Classroom Strategies Assessment System (CSAS) for teacher evaluations for the 2022-2023 school year.
4. RESOLVED, that the Board of Trustees approve the NJ School Boards Evaluation for Superintendents as the administrators evaluation model for the 2022-2023 school year.

## **PERSONNEL**

A motion was made by Mr. Ruggiero to approve the following item, seconded by Mr. Busniak 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 an increase of substitute pay for the 2022-2023 school year to \$120 per day. (11-130-100-106-000-000)
2. RESOLVED, that the Board of Trustees approve Corinne McLaughlin as substitute ESY teacher.
3. RESOLVED, that the Board of Trustees approve Nicole Hayn as Lead Math Teacher at a stipend of \$5,000 for the 2022-2023 school year. (Replacing Ms. Courtney Graziano).

4. RESOLVED, that the Board of Trustees approve MaryLou DeCaprio as Lead Science Teacher at a stipend of \$5,000 for the 2022-2023 school year.
5. RESOLVED, that the Board of Trustees approve Daniel Robinson as ELA Teacher for the 2022-2023 school year at a salary of \$56,205 (BA, Step 6). (11-130-100-101-000-000)
6. RESOLVED, that the Board of Trustees approve Dana Romash as Science Teacher for the 2022-2023 school year at a salary of \$54,187 (BA, Step 2). (11-130-100-101-000-000)
7. RESOLVED, that the Board of Trustees approve Elizabeth Jackson as a daily substitute for the 2022-2023 school year at a daily rate of \$120. (11-130-100-106-000-000)
8. RESOLVED, that the Board of Trustees approve the following teachers to teach an additional class period for the 2022-2023 school year: R. Cordero, N. Hayn, C. McLaughlin, K. Mulligan, J. Schoonover, J. Sevean, H. Kotlarz at a rate of \$6,500 per class/person. (11-130-100-101-000-000)
9. RESOLVED, that the Board of Trustees approve the Michelle Kuperus to teach ½ year engineering class (additional class period) for the 2022-2023 school year at a rate of \$3,250.(11-139-100-101-000-000)
10. RESOLVED, that the Board of Trustees approve Adam Smith as a daily substitute teacher during the SY 2022-2023 school year at a daily rate of \$120. (11-130-100-106-000-000)

11. RESOLVED, that the Board of Trustees approve the following stipend positions for the 2022-2023 school year:

<b>Club/Sport</b>	<b>Teacher</b>	<b>Stipend</b>	<b>Line</b>
NJHS	Jill Schoonover	\$2,000	11-401-100-100-00 0-000
Yearbook	Nicole Hayn	\$3,000	11-401-100-100-00 0-000
Pet Rescue	Hillary Kotlarz	\$2,000	11-401-100-100-00 0-000
GSA	Imogen Myslinski	\$2,000	11-401-100-100-00 0-000
Play/Drama	Jill Schoonover	\$2,800	11-401-100-100-00 0-000
Peace Pals	Jeanne Sevean	\$2,000	11-401-100-100-00 0-000
Cross Country	Kerry Mulligan	\$2,300	11-402-100-100-00 0-000
HIB	Lauren Palumbo	\$2,000	11-401-100-104-00 0-000
Ski Club	Kerry Mulligan	\$2,300	11-401-100-100-00 0-000
Student Council	Jaime Reader	\$2,000	11-401-100-100-00 0-000
Boys Basketball	Nick Fialcowitz	\$2,300	11-402-100-100-00 0-000
Girls Basketball	Katelyn Chadwick	\$2,300	11-402-100-100-00 0-000
Soccer	Nick Fialcowitz	\$2,300	11-402-100-100-00 0-000
HAM Radio Club/SWE	MaryLou DeCaprio	\$2,000	11-401-100-100-00 0-000
Science/ Academic Bowl	Michelle Kuperus	\$2,000	11-401-100-100-00 0-000

## **POLICY**

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

1. RESOLVED, that the Board of Trustees approve the second reading and adoption of the policy revision:

Series 0000- Bylaws  
Policy Series 1000 - Administration  
Regulation Series 1000 - Administration  
Policy Series 2000 - Program  
Regulation Series 2000 - Program  
Policy Series 3000 - Teaching Staff Members  
Regulation Series 3000 - Teaching Staff Members  
Policy Series 4000 - Support Staff Members  
Regulation Series 4000 - Support Staff Members  
Policy Series 5000 - Students  
Regulation Series 5000 - Students  
Policy Series 6000 - Finances  
Regulation Series 6000 - Finances  
Policy Series 7000 - Property  
Regulation Series 7000 - Property  
Policy Series 8000 - Operations  
Regulation Series 8000 - Operations  
Policy Series 9000 - Community  
Regulation Series 9000 - Community

**XII. NEW BUSINESS - none**

**XIII. EXECUTIVE SESSION - none**

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

**XVI. BOARD MEMBER COMMENTS**

1. Mr. Apter brought up the idea of fundraising with families purchasing engraved bricks or benches. Mrs. Lazariuk will look into this idea.
2. Mr. Apter mentioned bringing lacrosse as a spring sport to the Charter school. Mrs. Lazariuk mentioned she could survey the students to see if there was interest.

**XVII. ADJOURNMENT**

There being no further business to come before the Board, it was moved by Mr. Ruggiero and seconded by Ms. DePinto to adjourn the meeting at 5:45 PM.

The motion was unanimously approved by a voice vote.

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

Respectfully submitted,

*Kimberly Wettstein*

Kimberly Wettstein  
Board Administrator/Board Secretary