

MINUTES  
BOARD OF TRUSTEES  
of the  
SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY  
REGULAR BOARD MEETING  
December 8, 2014

**I. CALL TO ORDER**

The Regular Meeting of the Board of Trustees of the Sussex County Charter School for Technology was held on December 8, 2014 in the Computer Lab of the Sussex County Charter School for Technology, 385 North Church Road, Sparta, New Jersey. The meeting was called to order by Dr. Ed Selby, Board President, at 4:10 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, Principal, Estrella Molinet, Business Administrator/Board Secretary ; Barbara Zappile, Supervisor of Curriculum; Jim Baldini, Vice Principal; Mrs. Valerie Dolan, Partner, Nisivoccia LLP; Mr. Andrew Kucinski, Senior Accountant, Nisivoccia LLP; Mrs. Nancy Rush and Mr. Tom McCloskey.

**V. APPROVAL OF MINUTES**

Mr. Teufert made a motion to approve the following minutes.

- Regular Meeting Minutes of November 8, 2014

DrSelby seconded the motion and the minutes were approved.

Minutes of December 8, 2014

## **VI. CORRESPONDENCE**

None

## **VII. COMMENTS**

### A. President's Comments-

Dr. Selby spoke about the Junior Achievement program, that they will give free workshops at schools.

Would like Old Business and New Business sections added to the agenda at the reorganization meeting in April.

Letter on Negotiations will go out after the holidays.

### B. Committee Reports

- Building and Grounds –

Mrs. Eckel reported to the Board that the neighbor didn't like where the snow fence was placed after the snow fell the neighbor thought the fence would be further back.

- Personnel & Negotiations –

Will meet in January to draft letter.

- Curriculum & Policy –

None

- Finance –

Mr. Teufert reported that the Finance Committee met today to go over possible budget revisions due to the October 15 enrollment figures adjustments.

Some of the funding topics discussed were:

Audio Lab

Maintenance Reserve

Escrow Account

NJCC Balloon Payment

Partial Rebate/Funding for Transportation

Co-curricular line for projects-educational enhancements

A resolution will be done at the January meeting to fund a co-curricular

line with \$3,000. The requirements will be written up by then as to how to apply.

- Public Relations –

None

- Technology -

None

### C. Board Member Comments

None

### D. Faculty/Staff Comments

Mr. Tom Mc Closkey set up a Facebook page for the Foundation Reboot for alumni.

### E. Presentations – The audit was presented by Mrs. Valerie Dolan, Partner and Mr. Andrew Kucinski, Senior Auditor from Nisivoccia LLP.

### VIII. PRINCIPAL'S INFORMATION

Mrs. Eckel reported a fire drill on November 23 and November 24, 2014.

Enrollment for November 1 through November 24, 2014, was 225 students.

Enrollment for November 25 through December 1, 2014, was 224 students.

#### APPLICATIONS FOR 2015/16 School Year as of 12/1/2014

	6th	7th	8th	TOTALS
Andover			3	3
Blairstown		1		1
Byram			2	2
Hamburg	6			6
Hampton	2			2
Hardyston	3	1	1	5
Hopatcong	21	4		25
Kittatinny		2		2
Lafayette	3			3
Mine Hill	1	1		2
Montague	2	9		11
Ogdensburg	2			2
Sparta	9			9
Sussex-Wantage	9	1	3	13
Vernon	6	6	5	17
	64	25	14	103

Available: 11 seats

We did not go to a lottery for the 6th grade seats. This is most likely due to 1) no advertising budget this year, and, 2) the plans to add a 7th and 8th grade to the Montague Elementary School for the 2015-16 school year.

Congratulations to Elise Tooker, Charter Physical Education/Health Teacher on her successful campaign to add an archery program to the PE Department's curriculum. Elise is currently only \$18 short of the goal she set to implement the program fully!

#### Grant Awards for School's Archery Program:

New Jersey Association of Health, Physical Education, Recreation and Dance	\$1,000
New Jersey Fish and Wildlife Department	750
The Application Bowman's Club of Sussex County	500
United Bow Hunters of New Jersey	250
Traditional Archers of New Jersey	250
Gutyankers Organization	<u>100</u>

Total Amount                      \$2,850

We live in a world surrounded by technology. And we know that whatever field our students choose to go into as adults, their ability to succeed will increasingly hinge on understanding how technology works. But only a tiny fraction of us are learning computer science, and less students are studying it than a decade ago.

That's why our school is joining in on the largest learning event in history: The Hour of Code, during Computer Science Education Week (December 8 - 14). Last year, 15 million students tried computer science in one week. This year, we're joining student worldwide to reach 100 million students!

Our Hour of Code is a statement that the Sussex County Charter School for Technology is helping teach these 21st century skills.

In addition to hosting an Hour of Code event at the Charter School, students who are interested in computer science will be able to sign up for a Coding Foundations class. Students will engage in high interest coding activities, as offered on the hour of code website. This course will give students the opportunity to use 21st century skills that improve problem-solving and creativity.

As part of the Hour of Code, the Charter School is entered with other schools in New Jersey to win \$10,000 worth of technology! Thank you to Social Studies teacher Jillian Esposito for organizing the initiative and to all the teachers and volunteers who plan to participate in the event!

Congratulations to Anthony Vlahakes and his Robotics team for their hard work and good showing at the regional First Lego League Competition (FLL World Class) Students placed 6th of 15 local teams! The Robotics team will be making a presentation to the board in January.

The Board is invited to join the Charter Foundation for the Arts and Science Reboot 2.0 meeting being held after this board meeting at 7:00PM. A number foundation members and volunteers are working to revive the Charter Foundation for the Arts and Sciences so that we can harness the power of our community and alumni for the greater good of the school.

This Friday night the PTO is hosting a Pin Guard Tournament for our students from 7:00PM to 9:00PM.

Current Foundation Choices: are Coding, Myth Busters (problem solving, leadership and creativity skills building group that conducts experiments, builds creations, fixes and improves them and designs solutions to real-world problems), 3D Home Design, Homework Help, Drop Everything and Read, World War II History, Holiday Arts & Crafts, Holidays Throughout the World, Star Wars (pop culture and real life themes), Life Lessons Through the Eyes of Dr. Seuss, Black & White Film Noire, and Learn to Paint Water Colors (of Bolivia).

Current Tech Rotations are Acoustic Arts I & II, Design Tech I & II, Engineering, Forensics, and Microbiology.

The PTO and the School Safety Team is hosting a Bus Driver Meeting at Bagful of Bagels on December 11, 2014. This annual meeting is meant to improve student behavior on the bus, Minutes of December 8, 2014

improve student/driver relationships and learn what safety issues bus drivers need more help with from the school. Thank you Lauren Palumbo and the Safety Team for organizing the event and thank you PTO for funding the event!

Former Charter student Callie Teufert is hosting another Girl Power Hour after school on December 16. Girl Power Hour promotes self-esteem awareness, coping techniques and bullying awareness. It is always so great to see our graduates at work.

And speaking of Charter graduates, Former Charter student and current Design Tech Teacher, Jesse Lerch, just returned from an extended Thanksgiving weekend working at an orphanage in Bolivia. He took many pictures and videos, and sent back descriptions to charter students. Jesse's current Foundation offering is to teach watercolors using pictures from his trip. He will also be working with students and teachers on a number of lessons, film editing, and design projects using documentation from his trip.

Former Charter student and co-founder of the Maya Universe Academy, Ian Blanchard, has successfully raised over \$5,000 in a Kickstarter Campaign. The Maya Universe Academy, the only free private school in Nepal, embraces the community and developed an educational model that utilizes the strengths of the community. It integrates a comprehensive funding model that relies on the participation of the local community at all levels. Ian's Kickstarter project is to create a series of short films documenting the Academy model. The films will range in topics from a broad overview of the school itself to the greater ideas that drive this revolutionary educational movement. The long-term goal is to collect a solid base of footage capturing the school and surrounding community for an ongoing feature length documentary that will highlight the triumphs and challenges of building a free school for some of the most underprivileged people in the world.

## **IX. BUSINESS ADMINISTRATOR'S INFORMATION**

October 15<sup>th</sup> enrollment and school aid figures report.

November is a busy month, there are a few state reports due with a deadline of December 5<sup>th</sup>.

The audit has been submitted to the state as has the Audsum, which this year contained an indirect cost component.

The budget needs to be revised and resubmitted to the state at the beginning of January with the new school aid figures in place.

There are quarterly financial reports also due to the state at the end of January.

Budget season is approaching and a budget worksheet will be going out shortly to the staff so they can input their planned expenditures for 15-16. This worksheet will be due back by January 20, 2015.

Open enrollment for the Health Benefits produced no enrollment changes. The new rates take effect January 1, 2015.

## **X. PUBLIC PARTICIPATION**

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

## **BUSINESS RECOMMENDATIONS**

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

1. RESOLVED that the Board of Trustees approve the Board Secretary's Report for the month ending October 31, 2014, as attached.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending October 31, 2014, as attached.
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that, as of October 31, 2014 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 October 31, 2014, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending October 31, 2014 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 November 30, 2014 in the amount of \$ 0.00 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 November 30, 2014 in the amount of \$ 361,409.12 inclusive of November's payroll in the amount of \$ 200,607.97, as attached.
7. RESOLVED, that the Board of Trustees acknowledge receipt and acceptance of the Comprehensive Annual Financial Report (CAFR), Auditor's Management Report, and SAS Letter for the year ended June 30, 2014, as submitted.
8. RESOLVED, that the Board of Trustees acknowledge and accept that there are no audit recommendations for the year ended June 30, 2014.
9. RESOLVED, that the Board of Trustees approve the 2014-2015 Food Services Agreement between SCCST and the BOE of the Sussex County Technical School.
10. RESOLVED, that the Board of Trustees approve the request for educational services for student #0810 at Children's Crisis Intervention Services for Saint Clare's Health Systems. Estimated payment – 1 hour per day @ \$54.00/hour for approximately 1-2 weeks.
11. RESOLVED, that the Board of Trustees approve the submission of the Title I Performance Report for 2013-2014 school year.

12. RESOLVED, that the Board of Trustees approve the submission of the Title I A Comparability Report for the 2014-2015 school year.

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

Mr. Teufert made a motion for resolution 13 to be approved.

13. RESOLVED, that the Board of Trustees accept the following grant amounts for the Physical Education Department's Archery Program:

New Jersey Association of Health, Physical Education, Recreation and Dance	\$1,000
New Jersey Fish and Wildlife Department	750
The Application Bowman's Club of Sussex County	500
United Bow Hunters of New Jersey	250
Traditional Archers of New Jersey	250
Gutyankers Organization	<u>100</u>
Total Amount	\$2,850

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

### **EDUCATION**

Mrs. Blanchard made a motion for resolutions 1 and 2 to be approved, resolution #3 was set aside until January due to missing information.

1. RESOLVED, that the Board of Trustees approve the Administrative Discipline Incident Summary Report for November 2014.
2. RESOLVED, that the Board of Trustees approve the HIB Summary Report for November 2014.
3. Set aside for complete information.

Mr. Teufert seconded the motion and resolutions 1 and 2 were approved by a unanimous voice vote.

### **PERSONNEL**

Dr. Selby made a motion for the following resolution to be approved.

1. RESOLVED, that the Board of Trustees recognizes Physical Education teacher, Elise Tooker, for her hard work and dedication to our school in seeking out the Physical Education Programs Archery Department grants and adding to the educational experience of the students of the Sussex County Charter School for Technology.

Mr. Teufert seconded the motion and resolution 1 was approved by a unanimous voice vote.

## **POLICY**

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

1. RESOLVED, that the Board of Trustees approve the following policy as a final reading:

4119.26 Electronic Communication between School Employees and Students.

Dr. Rapuano seconded the motion and resolution 1 was approved by a unanimous roll call vote. Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Rapuano, yes; Dr. Selby, yes; and Mr. Teufert, yes.

## **XII. CLOSED SESSION**

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

## **XIV. PUBLIC PARTICIPATION**

Student Logan Rush stated that he can't wait until the next class of 6<sup>th</sup> graders come in so they can help them settle in.

## **XV. BOARD MEMBER COMMENTS**

## **XVI. ADJOURNMENT**

There being no further business to come before the Board, it was moved by Mr. Nelms and seconded by Mrs. Blanchard to adjourn at 5:00 p.m.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Estrella M. Molinet  
Board Secretary