

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY**  
**REGULAR MEETING MINUTES**  
*December 9, 2019*

---

**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 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>Dr. Mary Rapuano (President)</b>                     | <b>x</b>       |               |
| <b>Ms. Stephanie DePinto (Vice President) via phone</b> | <b>x</b>       |               |
| <b>Ms. Lesa McGuinness</b>                              | <b>x</b>       |               |
| <b>Ms. Anna Burke (arrived at 5:11pm)</b>               | <b>x</b>       |               |
| <b>Mr. Tom Mitchell</b>                                 | <b>x</b>       |               |
| <b>Mr. Louis Ruggiero</b>                               |                | <b>x</b>      |
| <b>Mr. Jason Apter (via phone) (left at 5:11 pm)</b>    | <b>x</b>       |               |

**V. APPROVAL OF MINUTES**

Ms.DePinto made a motion to approve the following minutes, seconded by Ms.

McGuinness and carried by a unanimous voice vote.

Regular Meeting Minutes of November 11, 2019

**VI. CORRESPONDENCE**

**VII. COMMENTS**

- A. President's Comments - On December 13, 2019 SCCST will hold a Talent Show in place of the school play this year. It will be at 7 pm at the auditorium at Sussex Technical School.
- B. Committee Reports
  - Curriculum/Policy: Met with Mr. Bell and Dr. Schwartz to talk about new math benchmark software, MAP and the information which can be gained from this software.
  - Building and Grounds: Mr. Ruggiero will follow up with the landscaper to discuss a recent bill. The committee is very pleased with the plow contractor and how well they did cleaning the blacktop after the recent snow storms.
- C. Board Member Comments
- D. Faculty/ Staff Comments
- E. Student Liaison Comments
- F. PTO Comments
- G. Presentations:

**VIII. SUPERINTENDENT'S INFORMATION**

The school has had 2 snow days and 1 delayed opening recently due to the December snow storms.

Enrollment for the month of November 2019, was 225 students.

For the month of November 2019, a Fire Drill was held on November 11, 2019 at 12:01 pm.

For the month of November 2019, a Lockdown Drill was held on November 27, 2019 at 8:46 am.

**IX. BUSINESS ADMINISTRATOR'S INFORMATION**

**X. PUBLIC PARTICIPATION**

**XI. BOARD ACTIONS ON AGENDA ITEMS**

**BUSINESS RECOMMENDATIONS**

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

1. RESOLVED that the Board of Trustees approve the Board Secretary's Report for the month ending October 2019.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending October 2019.
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that as of October 31, 2019, 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 October 31, 2019, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending October, 2019 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 October 2019 in the amount of \$2,900 to ensure that no line items are over expended
6. RESOLVED, that the Board of Trustees approve the Check Register for the month ending November 2019 in the amount of \$395,053.44 inclusive of the Payroll for November in the amount of \$215,431.45.

**EDUCATION**

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

1. RESOLVED, that the Board of Trustees acknowledges the Harassment, Intimidation, and Bullying (HIB) Reports for November 2019 and Investigations for October 2019.

**PERSONNEL**

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

1. RESOLVED, that the Board of Trustees approve maternity leave for Nicole Anderson, beginning March 9, 2020 and returning end of May, 2020.
2. RESOLVED, that the Board of Trustees approve maternity leave for Jillian Schoonover, beginning February 3, 2020 and returning end of March, 2020.
3. RESOLVED, that the Board of Trustees approve Kimberly Wettstein as the School Business Administrator/Board Secretary, beginning January 1, 2020.

**XII. NEW BUSINESS** None Heard

**XIII. CLOSED SESSION** None Heard

**XV. PUBLIC PARTICIPATION** None Heard

**XVI. BOARD MEMBER COMMENTS** None Heard

**XVII. ADJOURNMENT**

There being no further business to come before the Board, it was moved by Mr. Mitchell and seconded by Ms. DePinto to adjourn the meeting at 5:22 pm.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Kimberly Wettstein

Board Secretary