

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY**  
**REGULAR MEETING MINUTES**  
*July 12, 2017*

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**I. CALL TO ORDER** The meeting was called to order at 3:00pm

**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>Mr. Charles Teufert (Vice President)</b>	√	
<b>Mr. Michael Nelms</b>	√	
<b>Dr. Mary Rapuano</b>	√	
<b>Ms. Michelle Syre</b>	√	
<b>Mr. Jason Apter</b>		√
<b>Ms. Stephanie DePinto</b>	√	

**V. APPROVAL OF MINUTES**

Mr. Teufert made a motion to approve the meeting minutes, seconded by Mrs. DePinto and carried by a unanimous voice vote.

Regular Meeting Minutes of June 12, 2017.  
Executive Session Meeting Minutes of June 12, 2017

**VI. CORRESPONDENCE**

A letter of resignation from Mrs. Rocco was shared.

**VII. COMMENTS**

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| A. | President's Comments  | Dr. Selby thanked the Board for attending the retreat. He also spoke highly of the graduation. |
| B. | Committee Reports   | Mrs. DePinto inquired about the grading policy.  |
|    | <ul style="list-style-type: none"><li>• Building and Grounds</li><li>• Personnel &amp; Negotiations</li><li>• Curriculum &amp; Policy</li><li>• Finance</li><li>• Public Relations</li><li>• Technology</li></ul> |  |
| C. | Board Member Comments   |  |
| D. | Faculty/ Staff Comments   |  |
| E. | Student Liaison Comments  |  |
| F. | PTO Comments  |  |
| G. | Presentations   |  |

**VIII. EXECUTIVE DIRECTOR'S INFORMATION**

Enrollment for the month of June 2017, was 217 students.

For the month of June 2017, a Fire Drill was held on June 15, 2017 at 10:01am.

For the month of June 2017, a Shelter in Place was held on June 19, 2017 at 10:00am.

**X. BUSINESS ADMINISTRATOR'S INFORMATION**

**XI. PUBLIC PARTICIPATION**

**XII. BOARD ACTION ON AGENDA ITEMS**

**BUSINESS RECOMMENDATIONS**

Dr. Rapuano made a motion for the following resolutions to be approved, seconded by Mrs. DePinto 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 May 31, 2017.

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2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending May 31, 2017.
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that, as of June 30, 2017 , 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 May 31,2017 , after a review of the Board Secretary’s monthly financial report and Treasurer of School Monies Report for the period ending May 2017 , 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, 2017 in the amount of \$43,010 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 June 30, 2017 in the amount of \$401,006.76 inclusive of June 2017 payroll in the amount of \$228,981.56 as attached.
7. RESOLVED, that the Board of Trustees approve that the following non-repairable items be removed from inventory and decommissioned:

Acer Chromebook Serial Numbers:

1	DD657600
2	DBAD7600
3	DB517600
4	DDAD7600
5	DD947600
6	DD5F7600
7	DDA27600
8	DD9B7600
9	D4D47600

Dell Chromebook Serial Number:

1	3V8NB62

Apple Ipad Serial Number:

1	F5XL6PJRDFHW
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8. RESOLVED, that the Board of Trustees approve the tuition reimbursement of \$1160.00 for courses taken at Rutgers University, to Kaitlin Goetchius, Teacher of English/LAL/Teacher of Students with Disabilities, upon completion of courses, retroactively.
9. RESOLVED, that the Board of Trustees approve the renewal of its membership in the New Jersey Schools Insurance Group (NJSIG) for the 2017-2018 and the attached resolution.
10. RESOLVED, that the Board of Trustees approve the Individuals with Disabilities in Education Act (IDEA) allocation in the amount of \$48,090 and submission of the application to the State NJ Department of Education.

**EDUCATION**

Mr. Teufert made a motion for the following resolutions to be approved, seconded by Dr. Rapuano and carried by a unanimous roll call vote.

1. RESOLVED, that the Board of Trustees acknowledge that there were 0 Discipline Reports for June 2017.
2. RESOLVED, that the Board of Trustees acknowledge there were 2 Harassment, Intimidation, and Bullying (HIB) Reports for June, 2017.

**PERSONNEL**

Mrs. Syre made a motion for the following resolutions to be approved, seconded by Dr. Rapuano and carried by a unanimous roll call vote. Mr. Tuefert abstained from #25.

1. RESOLVED, that the Board of Trustees approve the hiring of substitute Administrator Pamela Brillante for the 2017-2018 school year.
2. RESOLVED, that the Board of Trustees approve the hiring of substitute Administrator Noreen Risko for the 2017-2018 school year.
3. RESOLVED, that the Board of Trustees approve the hiring of Substitute Custodian Ralph Rojas.
4. RESOLVED, that the Board of Trustees approve the hiring of Principal, Mark Edgerton, at a salary of \$97,000.
5. RESOLVED, that the Board of Trustees approve the hiring of School Psychologist, Cynthia Pappa, at a salary of \$35,000.

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6. RESOLVED, that the Board of Trustees approve the hiring of Part-time Substitute Secretary Doris Friesen at a rate of \$30.00 per hour.
7. RESOLVED, the Board of Trustees approve a stipend of \$2000 to Nicholas Fialcowitz for Boys Basketball Coach.
8. RESOLVED, the Board of Trustees approve a stipend of \$2000 to Nicholas Fialcowitz for Soccer Coach.
9. RESOLVED, the Board of Trustees approve a stipend of \$2000 to Courtney Graziano for Ski Club Advisor.
10. RESOLVED, the Board of Trustees approve a stipend of \$2000 to Imogen Myslinski for Literary Magazine Advisor.
11. RESOLVED, the Board of Trustees approve a stipend of \$2000 to Jamie Lynn Reader for Student Council Mode Advisor.
12. RESOLVED, the Board of Trustees approve a stipend of \$2000 to Kaitlin Geotcheus for Girls Basketball Coach.
13. RESOLVED, the Board of Trustees approve a stipend of \$5000 to Michael Schwartz for Lead STEM.
14. RESOLVED, the Board of Trustees approve a stipend of \$2000 to Michael Schwartz for Academic/Science Bowl Advisor.
15. RESOLVED, the Board of Trustees approve a stipend of \$5000 to Imogen Myslinski for Lead Writing Teacher.
16. RESOLVED, the Board of Trustees approve a stipend of \$5000 to Hillary Kotlarz for Lead Reading Teacher.
17. RESOLVED, the Board of Trustees approve a stipend of \$2000 to Mary Lou DeCaprio for Society of Women Engineers Advisor.
18. RESOLVED, the Board of Trustees approve a stipend of \$2000 to Jeanne Sevean for Peace Pals Advisor.
19. RESOLVED, the Board of Trustees approve a stipend of \$2100 each to Jeanne Sevean, Francesca Cruciata, Imogene Myslinski, and Hillary Kotlarz for Summer Enrichment.
20. RESOLVED, the Board of Trustees approve a stipend of \$4000 to Michael Schwartz for STEM Camp Director/Teacher.

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21. RESOLVED, the Board of Trustees approve a stipend of \$2000 to Michael Bell for Math curriculum revision and Math Department Benchmark testing and Data Analysis.
22. RESOLVED, the Board of Trustees approve a stipend of \$2000 for Sue Kopycienski, for the maintenance of Charter School Social Media accounts.
23. RESOLVED, that the Board of Trustees approve the contract renewal for Suzanne Kopycienski, to serve as a Substitute Custodian, during the 2017-2018 school year at the rate of \$12.25 per hour, as needed.
24. RESOLVED, that the Board of Trustees approve the following teachers as Assistants to the Executive Director, as needed, over the summer at a rate of \$30/hour: Michael Bell, Suzanne Kopycienski.
25. RESOLVED, that the Board of Trustees approve the hiring of Callie Teufert for summer work at a rate of \$12 per hour.
26. RESOLVED, that the Board of Trustees approve increasing Edie Grant to full-time status at a salary of \$38,400 as Secretary to begin August 1, 2017.
27. RESOLVED, that the Board of Trustees accept the resignation of Terri Rocco as of June 30, 2017.

**POLICY**

**XIII. NEW BUSINESS**

**XIV. CLOSED SESSION:**

Dr. Rapuano made a motion at 3:25, to enter into closed session for the purpose of discussing contractual and legal matter. Mrs. DePinto seconded the motion and the motion passed by unanimous voice vote.

**XV. RETURN TO OPEN SESSION**

Mr. Nelms made a motion at 3:55, to enter back into open session.  
Mrs. Syre seconded the motion and the motion passed by unanimous voice vote.

Mrs. Syre made a motion for the following resolutions to be approved, seconded by Dr. Rapuano and carried by a unanimous roll call vote.

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RESOLVED, that the Board of Trustees approve the contract employment for Mark Edgerton, to serve as Principal, for the 2017-2018 school year, beginning July 1, 2017 at a salary of \$97,000.

**XVI. PUBLIC PARTICIPATION**

**XVII. BOARD MEMBER COMMENTS**

Mrs. DePinto brought up the topic of a establishing an activities list and offering an opportunity for sign-ups

**XVIII. ADJOURNMENT**

There being no further business to come before the Board, it was moved by Mr. Nelms and seconded by Mrs. Syre to adjourn the meeting at 4:15 pm.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Steven Kepnes  
Board Secretary