

SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
REGULAR MEETING MINUTES
March 14th, 2016

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/OATH OF NEW MEMBERS

	PRESENT	ABSENT
Dr. Edwin Selby (Board President)	√	
Mr. Charles Teufert (Vice President)	√	
Ms. Wendie Blanchard	√	
Mr. Michael Nelms	√ (arrived at 4:12)	
Dr. Mary Rapuano		√

Dr. Selby made a motion for the following resolution to be approved, seconded by Ms. Blanchard and carried by voice vote.

RESOLVED that the Board of Trustees approve the appointment of Jason Apter for a one year term, and Michelle Syre for a two year term beginning March 14, 2016.

Mrs. Syre recited the Oath of Office. Mr. Apter was not present.

V. APPROVAL OF MINUTES

Mr. Teufert made a motion to approve the following meeting minutes, seconded by Ms. Blanchard and carried by unanimous voice vote.

- i. Regular Meeting Minutes of February 8, 2016.
- ii. Closed Session Meeting Minutes of February 8, 2016.

VI. CORRESPONDENCE

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Email correspondence, to Dr. Selby and Noreen Lazariuk, from Allie Cobb, NJDOE Office of Charter Schools.

Letter of resignation from Anthony Vlahakes, Teacher of Mathematics, effective June 30, 2016.

Letter of appreciation from Dominican Advance, Inc.

Letter of appreciation from HT2 Bus Driver, 1st Student Lafayette.

VII. COMMENTS

- A. President's Comments- Dr. Selby provided an update regarding recent interviews that took place. He welcomed the two new Board Members. He also updated the Board regarding the executive Director's evaluation along with the Board's self evaluation. Lastly, he provided a brief summary of the Technology Conference that he attended.
- B. Committee Reports
 - Building and Grounds
 - Personnel & Negotiations
 - Curriculum & Policy
 - Finance
 - Public Relations
 - Technology
- C. Board Member Comments
- D. Faculty/ Staff Comments
- E. Administrative Reports- Mrs. Lazariuk updated the Board regarding a un-announced drill that was implemented by the County Office. She also announced that the five-year Charter Renewal was approved.
- F. Student Liaison Comments
- G. PTO Comments
- H. Presentations

VIII. EXECUTIVE DIRECTOR'S INFORMATION

Enrollment for the month of February 2016 was 225 students.

For the month of February 2016, a Fire Drill was held on February 2nd, and a Shelter-in-Place Drill was held on February 29th.

IX. PRINCIPAL'S INFORMATION

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Mrs. Mastandrea informed the Board that she was invited to participate as a presenter at the Charter School Conference.

X. BUSINESS ADMINISTRATOR'S INFORMATION

Mr. Kepnes briefly explained the two Budget formats that have been distributed to the Board. He also stated that fund balance has been reduced by \$10,000 in support of the 2016-2017 Budget.

XI. PUBLIC PARTICIPATION

XII. BOARD ACTION ON AGENDA ITEMS

BUSINESS RECOMMENDATIONS

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

Dr. Selby, yes; Mr. Teufert, yes; Ms. Blanchard, yes; Mr. Nelms, yes; Mrs. Syre, yes; Mr. Apter, absent; Dr. Rapuano, absent.

1. RESOLVED that the Board of Trustees approve the Board Secretary's Report for the month ending February 29, 2016, as attached.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending February 29, 2016 as attached.
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that, as of February 29, 2016, 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 February 29, 2016 after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending 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 February 29, 2016 in the amount of \$700.00 to ensure that no line items are over expended, as attached.

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6. RESOLVED, that the Board of Trustees approve the Check Register for the month ending \$359,056.26 in the amount of inclusive of payroll in the amount of \$188,661.05 as attached.
7. RESOLVED, that the Board of Trustees approve the 2016-2017 Proposed Budget as follows:

Total General Fund	\$3,739,846
Special Revenue Fund	\$73,525
Total 2016-2017 Budget	\$3,813,371

8. RESOLVED, that the Board of Trustees approve the submission to the County Department of Education Office, a Request for Waiver to the requirements of the Special Education Medicaid Initiative program due to the projected low level of eligibility.
9. RESOLVED, that the Board of Trustees approve the Amendment to the FY2016 Individuals with Disabilities in Education Act (IDEA) Grant to include, as carry-over, \$1,140 of unspent funds from the prior year. Funds will be spent on additional Purchase/Professional Services.
10. RESOLVED that the Board of Trustees approve leasing of the property at 381 North Church Road, Sparta, from Scott Eliot at a rate of \$1,250 per month to begin April 1, 2016, to be used as an additional classroom space and offices, to be renewed on a yearly basis.

EDUCATION

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

Dr. Selby, yes; Mr. Teufert, yes; Ms. Blanchard, yes; Mr. Nelms, yes; Mrs. Syre, yes; Mr. Apter, absent; Dr. Rapuano, absent.

1. RESOLVED, that the Board of Trustees accept and approve an email received from Allie Cobb, NJDOE Office of Charter Schools, on March 1, 2016, with the attachments of the Charter Agreement, Financial Performance Framework documents, and Organizational Performance Framework documents.
2. RESOLVED, that the Board of Trustees would like to thank the efforts of the faculty and staff for the growth some have displayed in their practices and instructional approaches that made our renewal possible.

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3. RESOLVED, that the Board of Trustees approve the following field trip, retroactively:

Date	Event	Grade	Location	Chaperones	Cost
March 2 nd , 2016	Project Altitude Talent Show	15-20 8 th grade students	Knoll View Senior Center, Sparta	Elise Tooker; Parent Volunteers	No cost to school or student; transportation provided by parents

4. RESOLVED, that the Board of Trustees accept the letter of appreciation from Dominican Advance, Inc., for our material donation of \$500 that will go to providing quality education to children of all ages in the very poor communities in the Dominican Republic.

PERSONNEL

Dr. Selby made a motion for the following resolution to be approved, seconded by Ms. Blanchard and carried by a roll call vote.

Dr. Selby, yes; Mr. Teufert, yes; Ms. Blanchard, yes; Mr. Nelms, yes; Mrs. Syre, yes; Mr. Apter, absent; Dr. Rapuano, absent.

1. RESOLVED, that the Board of Trustees accept, with regret, the resignation of Anthony Vlahakes, Teacher of Mathematics.

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

Dr. Selby, yes; Mr. Teufert, yes; Ms. Blanchard, yes; Mr. Nelms, yes; Mrs. Syre, yes; Mr. Apter, absent; Dr. Rapuano, absent.

2. RESOLVED, that the Board of Trustees approve the hiring of Stephanie Andolino, as Teacher of Mathematics, with a start date of March 7, 2016, through June 30, 2016 at the prorated salary \$50,911, retroactively.
3. RESOLVED, that the Board of Trustees approve the hiring of Michael Bell, for the 2016-2017 school year, as Teacher of Mathematics, with a start date of September 1, 2016, through June 30, 2017, at the salary of \$62,000.
4. RESOLVED, that the Board of Trustees approve Kristine Simmons as the Junior National Honors Society Advisor with a stipend of \$500.00 for the 2015-2016 school year.
5. RESOLVED, that the Board of Trustees approve Auriela Selimi as the Literary Magazine Co-Advisor with a stipend of \$500.00 for the 2015-2016 school year.

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6. RESOLVED, that the Board of Trustees approve Imogen Myslinski as the Literary Magazine Co-Advisor with a stipend of \$500.00 for the 2015-2016 school year.

POLICY

XIII. NEW BUSINESS - none

XIV. CLOSED SESSION

Ms. Blanchard made a motion at 4:25, to enter into closed session for the purpose of discussing negotiations and legal matters. Mr. Teufert seconded the motion and the motion passed by unanimous voice vote.

XV. RETURN TO OPEN SESSION

Dr. Selby made a motion at 5:42, to enter back into open session. Mrs. Syre seconded the motion and the motion passed by unanimous voice vote.

XVI. PUBLIC PARTICIPATION

XVII. BOARD MEMBER COMMENTS

Mrs. Syre thanked the Board for the opportunity to serve on the Board of Trustees. She looks forward to participating in the success of the Charter School.

XVIII. ADJOURNMENT

There being no further business to come before the Board, it was moved by Mr. Nelms and seconded by Mr. Teufert to adjourn at 5:43 pm.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Steven Kepnes
Board Secretary