

SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
REGULAR MEETING MINUTES
May 10, 2021

I. CALL TO ORDER - @ 5:07 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

	PRESENT	ABSENT
Mr. Jason Apter (President)	X (left at 5:40 PM)	
Ms. Stephanie DePinto (Vice President)	X	
Ms. Anna Burke (via phone - joined at 5:40 PM)	X	
Mr. Louis Ruggiero	X	
Ms. Lesa McGuinness	X	

V. APPROVAL OF MINUTES

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

Regular Meeting Minutes of April 12, 2021

VI. CORRESPONDENCE - none

VII. COMMENTS

- A. President's Comments - none
- B. Committee Reports
 - Buildings & Grounds: Shared how the committee recently took a tour of two properties which are next to Charter and are for sale.
 - Personnel & Negotiations: Shared how a settlement was settled with the teacher contracts and now waiting to finalize the salary guides before sending them to the teachers to ratify. In addition, discussed hiring a new part time custodian. Mr. Bell's title will be changing to Principal effective July 1.
 - Finance: Shared about two grants - The Digital Divide and the ESSER funds were going to be spent. In addition, the Charter School has filled all 225 seats for the 2021-2022 school year.
- 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 INFORMATION

Mrs. Lazariuk informed the board the 8th grade graduation will take place at Sussex Technical School auditorium on Tuesday, June 15th at 7 pm. She also let the Board know that Charter has reached filling its 225 student seats for the 2021-2022 school year and there is a waiting list for each grade level.

Enrollment for the month of April, 2021, was 223 students.

For the month of April 2021, a Fire Drill was held on April 28, 2021 at 1:36 pm.

For the month of April 2021, a Shelter-In-Place Drill was held on April 21, 2021 at 1:35 pm.

IX. BUSINESS ADMINISTRATOR'S INFORMATION

Mrs. Wettstein informed the Board that the Business Office was in receipt of the

recently negotiated salary guides. The guides were being reviewed before they are sent to the NJEA for ratification. Mrs. Wettstein also reviewed the ESSER grant and the NJSIG grant.

X. PUBLIC PARTICIPATION - none

XI. BOARD ACTIONS ON AGENDA ITEMS

BUSINESS RECOMMENDATIONS

A motion was made by Ms. McGuinness to approve the following items, seconded by Mr. Ruggerio and carried by a unanimous vote.

1. RESOLVED that the Board of Trustees approve the Board Secretary's Report for the month ending March, 2021
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending March, 2021
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that as of March 31, 2021, 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 March 31, 2021, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending March 31, 2021 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 March, 2021 in the amount of \$8,285.13 to ensure that no line items are over expended.
6. RESOLVED, that the Board of Trustees approve the Check Register for the month ending April, 2021 in the amount of \$346,973.71 inclusive of the Payroll for April, 2021 in the amount of \$210,659.06.
7. RESOLVED, that the Board of Trustees approve the decommission of the following items:

DELL 993HKC2 C.S.F.T. 841	DELL H80LR32 C.S.F.T 853
DELL CQH8Q32 C.S.F.T. 803	DELL 23N6L32 C.S.F.T. 1018
DELL D3R05H2 C.S.F.T. 1050	DELL 1Z59B52
DELL DGNG5H2	DELL 3CMLLF2

8. RESOLVED, that the Board of Trustees approve accepting a \$2,000 grant from NJSIG to be used for replacement of exterior door buzzer/video system.
9. RESOLVED, that the Board of Trustees approve the authorization and subsequent acceptance of funds from the ESSER II grant.

EDUCATION

A motion was made by Ms. McGuinness to approve the following items, seconded by Mr. Ruggiero and carried by a unanimous vote.

1. RESOLVED, that the Board of Trustees accept, modify or reject the Harassment, Intimidation, and Bullying (HIB) Reports for April, 2021 and Investigations for March, 2021.

PERSONNEL

A motion was made by Mr. Ruggiero to approve the following items, seconded by Ms. McGuinness and carried by a unanimous vote.

1. RESOLVED, that the Board of Trustees approve Kimberly Wettstein, as a full-time School Business Administrator for the 2021-2022 school year at a salary of \$92,991 (12 month contract).
2. RESOLVED, that the Board of Trustees approve Michael Bell, as Principal for the 2021-2022 school year at a salary of \$90,596 (12 month contract).
3. RESOLVED, that the Board of Trustees reapprove Candace Leatham to the position of part-time treasurer for the 2021-2022 school year at a salary of \$2374 (12 month contract).
4. RESOLVED, that the Board of Trustees reappoint Charles Culver as Technology Coordinator for the 2021-2022 school year at a salary of \$22,793 (12 month contract).

5. RESOLVED, that the Board of Trustees reappoint Peter Manero as Head Custodian for the 2020-2021 school year at a salary of \$53,588 (12 month contract).
6. RESOLVED, that the Board of Trustees reappoint Robert Schofield as Part-Time Custodian for the 2021-2022 school year at an hourly rate of \$12.30 per hour (12 month contract).
7. RESOLVED, that the Board of Trustees reappoint Sue Virga to the position of Confidential Administrative Assistant to the Business Administrator/ Bookkeeper for the 2021-2022 school year at a salary of \$57,736 (12 month contract) plus *\$1,000 longevity.
8. RESOLVED, that the Board of Trustees reappoint Edith Grant as Confidential Secretary for the 2021-2022 school year at a salary of \$42,906 (12 month contract).
9. RESOLVED, that the Board of Trustees reappoint Cynthia Papa as Part-Time Psychologist for the 2021-2022 school year at a salary of \$49,670 (12 month contract).
10. RESOLVED, that the Board of Trustees reappoint Nick Russell as a Teachers Aide for the 2021-2022 school year at a salary of \$18,996 (10 month contract).
11. RESOLVED, that the Board of Trustees reappoint Mary Rowe as a Teachers Aide for the 2021-2022 school year at a salary of \$18,996 (10 month contract).
12. RESOLVED, that the Board of Trustees reappoint Kim Green as a Teachers Aide for the 2021-2022 school year at a salary of \$21,864 plus *longevity \$1,500 (10 month contract).
13. RESOLVED, that the Board of Trustees approve the non-renewal of employee #19143 as a result of economy and efficiency due to reorganization of the business office.
14. RESOLVED, that the Board of Trustees amend the Table of Organization and eliminate one secretarial position.

15. RESOLVED, that the Board of Trustees approve the job description for a full-time Business Administrator.
16. RESOLVED, that the Board of Trustees approve the creation of a full-time Business Administrator position beginning July 1, 2021.
17. RESOLVED, that the Board of Trustees approve the resignation of Donna Hobson, Part-Time Custodian, last day 4/30/2021.
18. RESOLVED, that the Board of Trustees approve Jaime Reader as the student council advisor the 2020-2021 school year at a \$2,000 stipend.
19. RESOLVED, that the Board of Trustees approve Michael Pier as a part time custodian, effective on May 5, 2021 at a rate of \$15 per hour (12 month contract).
20. RESOLVED, that the Board of Trustees approve full tuition reimbursement for Kaitlin Goetchius for each class while she completes her special education degree.
21. RESOLVED, that the Board of Trustees approve tuition reimbursement (spring 2021 tuition) for Katilin Goetchius in the amount of \$4,822.50.
22. RESOLVED, that the Board of Trustees approve the job title change for Michael Bell, from Director of Curriculum and Programming to Principal, effective July 1, 2021.

POLICY

- XII. **NEW BUSINESS** - Discussed the
- XIII. **CLOSED SESSION** - none
- XV. **PUBLIC PARTICIPATION** - none
- XVI. **BOARD MEMBER COMMENTS** -none
- XVII. **ADJOURNMENT**

There being no further business to come before the Board, it was moved by Ms. McGuinness and seconded by Ms. DePinto to adjourn the meeting at 5:48 PM.

The motion was unanimously approved by a voice vote.

Respectfully submitted,

Kimberly Wettstein
Board Secretary