

MINUTES
BOARD OF TRUSTEES
of the
SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
REGULAR BOARD MEETING
May 11, 2015

I. CALL TO ORDER

The Regular Meeting of the Board of Trustees of the Sussex County Charter School for Technology was held on May 11, 2015 in room 112 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 at 4:05 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	Dr. Mary Rapuano
Mr. Michael Nelms	
Dr. Ed Selby	
Mr. Charles Teufert	

Also in attendance were Jill Eckel, Administrative Principal; Estrella Molinet, Business Administrator/Board Secretary; and 6 members of audience.

V. APPROVAL OF MINUTES

Mrs. Blanchard made a motion for the minutes to be approved.

Reorganization Meeting Minutes of April 13, 2015

Mr. Nelms seconded the motion and the minutes were approved by a voice vote.

VI. CORRESPONDENCE

Tuition Reimbursement Request Letter from Hillary Kotlarz, Teacher

VII. COMMENTS

- A. President's Comments
Dr. Selby let the Board know that he would not be at the June meeting. He sees the possibility of the need for a grant person. There will be a personnel meeting between June 1 and 8, to get the contract finished. There will be a need for a closed session.
- B. Committee Reports
- Building & Grounds –
Mr. Pat Kane commented that there are issues with the garbage collection company regarding invoicing and billing.
Grass seed has been put down.
There is a higher than normal number of floor tiles that are pulling up.
Lighting repairs will be done next Saturday.
Building and Grounds meeting needs to be scheduled to explore the opening of walls for a conference room.
 - Curriculum & Policy - none
 - Finance – None
 - Personnel & Negotiations –
Mrs. Blanchard stated that there will be a meeting on Wednesday June 3rd.
 - Public Relations –
Mrs. Eckel said that Sussex County Day was a success. Wants a resolution done as a thank you.
Technology Committee –
Mr. Teufert suggested that we should get a 3 year warranty on laptops; that we are short on chromebooks due to repairs in the process of being done.
- C. Board Member Comments –
Mrs. Blanchard commented that the finishing touches are being put on the strategic plan. She discussed accelerated learning strategies and that charter school strategies needed to drive academic change.
- D. Faculty Comments –
Mrs. Mastandrea spoke to the Board regarding the needs for the Sped Ed area. She spoke about the changes that have taken place since she came on board. Interpreted some of the data coming from Trenton from the Special Ed population, and she told them what changes needed to be made in order to address some of the state's recommendations.
- E. Presentations - None

XII. PRINCIPAL'S REPORT

Mrs. Eckel reported a Fire Drill on April 29th and an Emergency Evacuation Drill on April 30th.

Enrollment for the month of April 2015 was 225 students.

EOY PARCC testing is complete for the 8th grade and will be administered to the 6th and 7th grades on May 13, 14, and 15th. The Science NJASK will be administered to the 8th grade on May 28th.

The 8th graders will be on their Mystic/Project Oceanology class trip May 13, 14, and 15th.

8th grade graduation is Thursday, June 18th, at 7:00 p.m. at the Sussex Tech Auditorium. The last day of school is Friday, June 19th, and we will be holding a field day/picnic between 8:00 a.m. and noon. You are cordially invited to attend both.

The Charter PTO is hosting a Pasta Night/Raffle on Saturday, May 16th. If you have not Purchased tickets, there will be some available at the door (limited number).

XIII. BUSINESS ADMINISTRATOR'S REPORT

XIV. PUBLIC PARTICIPATION – Limited to those items on the Agenda.

XV. BOARD ACTION ON AGENDA ITEMS

BUSINESS RECOMMENDATIONS

Mr. Teufert made a motion for resolutions 1 through 6 to be approved.

1. RESOLVED that the Board of Trustees approve the Board Secretary's and Treasurer of School Monies Reports for the month ending March 31, 2015, as attached.
2. RESOLVED that the Board of Trustees approve the certification by the Board Secretary, pursuant to N.J.S.A.18 A:17-9 that as of March 31, 2015, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a).
3. RESOLVED, that pursuant to NJAC 6A:23-2.11(c), the Board of Trustees certifies that as of March 31, 2015, after a review of the Board Secretary's and Treasurer's monthly financial reports and 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.
4. 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 April 30, 2015 in the amount of \$ 49,653.47 to ensure that no line items are over expended, as attached.
5. RESOLVED, that the Board of Trustees approve the bill list for the month ending

April 30, 2015, in the amount of \$ 363,842.00 inclusive of the April payroll in the amount of \$ 203,336.69 as attached.

6. RESOLVED, that the Board of Trustees approve the retainer agreement for services provided by Rachel M. Caruso, Esq., of Roth D'Aquanni, LLC.

Mrs. Blanchard seconded the motion and resolutions 1 through 6 were approved by a roll call vote. Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Selby, yes; Mr. Teufert, yes.

7. Withdrawn

8. Withdrawn

Dr. Selby made a motion for resolution 9 to be approved.

9. RESOLVED, that the Board of Trustees approve reimbursement to Hillary Kotlarz for a 1 credit Masters course, *Demonstration Teaching SPED 6540-60*, to be taken in the Summer Session 2015 semester at William Paterson University upon successful completion of the course. Reimbursement will not exceed \$400 and not to exceed 80% of the pre-credit course.

Mrs. Blanchard seconded the motion and resolution 9 was approved by a roll call vote. Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Selby, yes; Mr. Teufert, yes.

EDUCATION

Mr. Teufert made a motion for resolutions 1 through 4 to be approved.

1. RESOLVED, that the Board of Trustees acknowledge the Discipline Summary for April 2015.
2. RESOLVED, that the Board of Trustees approve the range of responses to HIB Report(s) for April 2015.
3. RESOLVED, that Board of Trustees approve the revised Sussex County Charter School 2015-2016 School Calendar.
4. RESOLVED, that the Board of Trustees approve the Sussex County Charter School 2015-2016 Holiday Calendar.

Mrs. Blanchard seconded the motion and resolutions 1 through 4 were approved by a roll call vote. Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Selby, yes; Mr. Teufert, yes.

PERSONNEL

Mrs. Blanchard made a motion for resolutions 1 and 2 to be approved.

1. RESOLVED, that the Board of Trustees approve the hiring of Theresa Seibert, as a Substitute Teacher on an as needed basis, at the rate of \$75.00 per day.

- RESOLVED, that the Board of Trustees approve the hiring of Ed Phipps, as Part-time Custodian, beginning Monday, May 11, 2015, at the rate of \$11.00 per hour.

Mr. Teufert seconded the motion and resolutions 1 and 2 were approved by a roll call vote. Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Selby, yes; Mr. Teufert, yes.

Mrs. Blanchard made a motion for resolution 3 to be approved.

- RESOLVED, that the Board of Trustees approve the following curriculum stipends to be completed by June 30, 2015:

Curriculum	Purpose	Teacher	Amount	Due Date
6 th ELA Reading/Writing	New - Common Core	Hillary Kotlarz	\$1,500	June 30, 2015
7 th ELA Reading/Writing	New – Common Core	Elyse Heine	\$1,500	June 30, 2015
8 th ELA Reading/Writing	New – Common Core	Jill Steffens	\$1,500	June 30, 2015
6 th , 7 th , 8 th ELA Reading/Writing Special Needs Population Modifications, Differentiation	Addendum	Hillary Kotlarz	\$750	September 1, 2015
6 th , 7 th , 8 th ELA Reading/Writing Special Needs Population Modifications, Differentiation	Addendum	Jeanne Sevean	\$750	September 1, 2015
Grade 6 Math	Revised, Common Core	Jamie Zangara-Fritts	\$1,200	September 1, 2015
Grade 7 Math	Revised Common Core	Anthony Vlahakas	\$1,200	September 1, 2015
Grade 8 Math	Revised Common Core	Carolyn Sior	\$1,200	September 1, 2015

Mr. Teufert seconded the motion and resolution 3 was approved by a roll call vote. Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Selby, yes; Mr. Teufert, yes.

Mr. Teufert made a motion for resolutions 4 through 7 to be approved.

- RESOLVED, that the Board of Trustees rescind the stipend for Scheduling to Amy Roberts in the amount of \$2,000 for the 2015-2016 school year.
- RESOLVED, that the Board of Trustees approve a stipend in the amount of \$1,000 to Amy Roberts, for the Initial scheduling for the 2015-2016 school year.
- RESOLVED, that the Board of Trustees approve a stipend in the amount of \$1,000, to Elyse Heine for scheduling changes, Foundation scheduling, testing scheduling, and other miscellaneous scheduling in the 2015-2016 school year.
- RESOLVED, that the Board of Trustees approve Sue Kopycienski to operate a Skills USA Chapter, at the Sussex County Charter School for Technology, for the 2015-2016 school year. The \$2,000 stipend will be funded, in this first year, by the Charter Foundation

with the expectation that, should the program continue in subsequent years, the Sussex County Charter School will fund the stipend.

Mrs. Blanchard seconded the motion and resolutions 4 through 7 were approved by a roll call vote. Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Selby, yes; Mr. Teufert, yes.

Mrs. Blanchard made a motion for resolution 8 to be approved.

8. RESOLVED, that the Board of Trustees gratefully acknowledges the work done by Sue Kopycienski at the _____ and the generous donation by Dr. Ed Selby to cover the cost of both space and entrance fee _____.

Mr. Teufert seconded the motion and resolution 8 was approved by a voice vote.

POLICY

Mrs. Blanchard made a motion for resolution 1 to be approved.

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

4112.8 Nepotism

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

XVI. OLD BUSINESS

XVII. PUBLIC PARTICIPATION – ANY ITEM

Tricky Tray May 16th.

XVIII. NEW BUSINESS

XIX. BOARD MEMBER COMMENTS

XX. CLOSED SESSION

A motion was made by Mrs. Blanchard and seconded by Mr. Nelms that the Board of Education adopts the following resolution:

BE IT RESOLVED, by the Sussex County Charter School for Technology on this 11th day of May, 2015 at 5:43 PM, as follows:

1. The Board shall recess to closed session in accordance with the Open Public Meetings Law, N.J.S.A. 10:4-12b (1), (2), (6), (7) and (8). The general nature of the discussion will involve matters confidential by law, any investigations or tactics or techniques to protect persons or public property, negotiations, litigation, anticipated litigation and attorney-client matters.
2. These matters will be disclosed to the public as soon as the need for confidentiality no longer

applies.

3. This resolution shall take effect immediately.

4. Action may be taken after closed session.

XXI. RETURN TO OPEN SESSION

The meeting was called to public session at 6:20 PM by Mrs. Blanchard and seconded by Mr. Nelms.

PERSONNEL

Dr. Selby made a motion for resolution 9 to be approved

9. RESOLVED, by the Board of Trustees to award Mrs. Deirdre Mastandrea a stipend of \$5,000 for the extra duties taken on as disciplinarian until June 30, 2015.

Mrs. Blanchard seconded the motion and resolution 9 was approved by a roll call vote.

Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Selby, yes; Mr. Teufert, yes.

Dr. Selby made a motion for resolution 10 to be approved

10. RESOLVED, by the Board of Trustees on the recommendation of the Principal for the non renewal for the 2015-2016 school year of employee # 190.

Mrs. Blanchard seconded the motion and resolution 10 was approved by a roll call vote.

Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Selby, yes; Mr. Teufert, yes.

XXII. ADJOURMENT

There being no further business to come before the Board, it was moved by Mr. Nelms and seconded by Mrs. Blanchard to adjourn at 6:22 p.m.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Estrella M. Molinet
Board Secretary