

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY**  
**REGULAR MEETING MINUTES**  
*May 8<sup>th</sup>, 2017*

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**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**

	<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>	√ arrived at 5:07	
<b>Ms. Stephanie DePinto</b>	√	

**V. APPROVAL OF MINUTES**

Mrs. Syre made a motion to approve the meeting minutes, seconded by Dr. Rapuano and carried by a unanimous voice vote.

Reorganization/Regular Meeting Minutes of April 10<sup>th</sup>, 2017.  
Executive Session Meeting Minutes of April 10<sup>th</sup>, 2017

**VI. CORRESPONDENCE**

**Saturday, May 20, 2017: OSCAR Animal Rescue**  
Chairperson: Aaron Mood  
OSCAR organization, SCCST Pet Club  
HOURS: 11:00-1:00pm  
LOCATION: SCCST yard

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**VII. COMMENTS**

- A. President's Comments Dr. Selby inquired about the status of the sustainability program. He thanked the teachers and announced that this is Teacher Appreciation week.
- B. Committee Reports
- Building and Grounds
  - Personnel & Negotiations
  - Curriculum & Policy The grading scale was discussed and the uniform policy was updated.
  - Finance
  - Public Relations
  - Technology
- C. Board Member Comments Mrs. Syre expressed condolences for the recent passing of a student.
- D. Faculty/ Staff Comments
- E. Student Liaison Comments
- F. PTO Comments
- G. Presentations

**VIII. EXECUTIVE DIRECTOR'S INFORMATION**

Enrollment for the month of April, 2017, was 216 students.

For the month of May, 2016, a Fire Drill was held on April 24, 2017, and a Shelter-in-Place Drill was held on April 28, 2017.

The Administration and staff would like to thank Casa Capri Restaurant for providing free pizza for the workers at the Blood Drive 4/28/17.

**X. BUSINESS ADMINISTRATOR'S INFORMATION**

**XI. PUBLIC PARTICIPATION**

Presentation by Wendie Blanchard – NJ Recovery Center of Opioid Crisis

**XII. BOARD ACTION ON AGENDA ITEMS**

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**BUSINESS RECOMMENDATIONS**

Dr. Rapuano made a motion for the following resolutions to be approved, seconded by Mrs. Syre 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 March 2017 , as attached.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending March 2017, as attached.
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that, as of March 31, 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 March 31,2017 , after a review of the Board Secretary’s monthly financial report and Treasurer of School Monies Report for the period ending March 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 April 30, 2017 in the amount of \$10,200 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 April 30, 2017 in the amount of \$336,991.36 inclusive of April 2017 payroll in the amount of \$206,613.20 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	DB4A7600	11	DB567600	21	DBCD7600	31	DA577600
2	DDA07600	12	DB1B7600	22	DBF17600	32	DD687600
3	DD637600	13	DB927600	23	DD6B7600	33	DBC17600
4	DD967600	14	DB7C7600	24	DB867600	34	DB6F7600
5	DD9F7600	15	DD797600	25	DBA57600	35	DB4D7600
6	DDAE7600	16	D9D27600	26	DBAB7600	36	DA627600
7	DB917600	17	DB5D7600	27	DDB47600	37	DBAA7600
8	DB1D7600	18	DBBA7600	28	DBB47600	38	DB9E7600
9	DBB67600	19	DA027600	29	CF107600	39	DB007600

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10	DD8F7600	20	DB457600	30	DB5C7600	40	DB4A7600
						41	DB887600

8. RESOLVED, that the Board of Trustees approve the tuition reimbursement of \$1,515.28, for 6 one-credit Masters courses taken at University of New Orleans, 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 tuition reimbursement of \$348, for a course taken at Rutgers University, to Dr. Michael Schwartz, Lead STEM Teacher, upon completion of courses, retroactively.
  
10. RESOLVED, that the Board of Trustees approve eligible employees to contribute sick days to Geraldine Czarkowski's sick bank, as per board policy.
  
11. RESOLVED, that the Board of Trustees approve the OSCAR organization, SCCST Pet Club to use the Charter School property for an Animal Rescue Event to be held on May 20, 2017 from 11:00am to 1:00pm.
  
12. RESOLVED, that the Board of Trustees approve the following resolution:  
**Whereas**—The Sussex County Charter School for Technology Board of Trustees seeks to participate in Sustainable Jersey for Schools to focus attention and efforts on matters of sustainability and pursue initiatives that will lead to Sustainable Jersey for Schools Certification.  
  
**Whereas**—The Sussex County Charter School for Technology Board of Trustees and Executive Director seek to support and work with school staff and administrators, students, and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, eco-friendly, and cost-effective solutions.  
  
**Whereas**—Extensive opportunities exist to teach students about ecological, economic and social sustainability, environmental health, and nutrition; to integrate sustainability education into classroom learning; and to support students in becoming leaders in making their schools healthier and more sustainable places.  
  
**Whereas**—Many options and choices exist for schools to use resources more efficiently; to reduce, reuse, and recycle; to follow Green Building Standards for construction and major renovations; to form school partnerships; to eliminate toxic chemicals; to purchase (or produce) clean energy; and to purchase recycled paper, energy-efficient equipment and other green products to protect our global environment.

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**Whereas**—Sustainability means using resources wisely, saving money, and reducing our impact on the environment, all of which will ensure the future health, safety, and prosperity of our children.

**Whereas**—The Sussex County Charter School for Technology Board of Trustees commits to the formation of at least one Sustainability Leadership Team (also referred to as “Green Team”), based on the guidance of Sustainable Jersey for Schools.

**Whereas**—Green Team members help schools adopt policies and practices addressing areas such as sustainability education and professional training, green purchasing, waste reduction, indoor air quality, energy-saving initiatives, and community partnerships.

**Whereas**—The Sussex County Charter School for Technology Board of Trustees will provide networking and educational opportunities.

**Therefore, it is resolved** that the Sussex County Charter School for Technology Board of Trustees agrees to participate in Sustainable Jersey for Schools, and it is the board’s intention to pursue certification.

**EDUCATION**

Dr. Rapuano made a motion for the following resolutions to be approved, seconded by Dr. Selby and carried by a voice vote.

1. RESOLVED, that the Board of Trustees acknowledge that there were 3 Discipline Reports for April, 2017.
2. RESOLVED, that the Board of Trustees acknowledge there was 1 Harassment, Intimidation, and Bullying (HIB) Reports for April, 2017.
3. RESOLVED, that the Board of Trustees approve the following field trip:

DATE	EVENT	STUDENTS	CHAPERONES	COST
May 16, 2017	Junior Solar Sprint Challenge	10 Students from 6 <sup>th</sup> , 7 <sup>th</sup> & 8 <sup>th</sup> grade	Mary Lou DeCaprio, Jason Fritts	0

4. RESOLVED, that the Board of Trustees approve the following school activities, retroactively:

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Date	Event	Grade	Location	Chaperones	Cost
4/28/17	Blood Drive		Charter School		0

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

5. RESOLVED, that the Board of Trustees approve the Sussex County Charter School for Technology 2017-2018 School Calendar, as per attached.
6. RESOLVED, that the Board of Trustees approve the revised Sussex County Charter School for Technology 2016-2017 school calendar, as per attached

**PERSONNEL**

Dr. Rapuano made a motion for the following resolution to be approved, seconded by Mr. Apter and carried by a voice vote.

1. RESOLVED, that the Board of Trustees approve eligible employees to contribute sick days to Geraldine Czarkowski's sick bank as per Board Policy.

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

2. RESOLVED, that the Board of Trustees approve renewal of the employment contract for Noreen Lazariuk as Executive Director for the 2017-2018 school year at a salary of \$119,250.
3. RESOLVED, that the Board of Trustees approve renewal of the employment contract for Steven Kepnes as Business Administrator for the 2017-2018 school year at a salary of \$33,000.

**POLICY**

Dr. Rapuano made a motion for the following resolutions to be approved, seconded by Mr. Apter and carried by a voice vote.

1. RESOLVED, that the Board of Trustees approve the revised Dress Code policy, as per attached.
2. RESOLVED, that the Board of Trustees adopt a new grading scale for the 2017-2018 school year, as per attached.

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**XIII. NEW BUSINESS**

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

1. RESOLVED that the Board of Trustees approved the addition of a Board meeting to take place on July 12, 2017 at 5:00pm.

**XIV. CLOSED SESSION: To discuss contractual issues**

Mrs. Syre made a motion at 6:51, to enter into closed session for the purpose of discussing contractual matters and a student discipline issue. Mrs. DePinto seconded the motion and the motion passed by unanimous voice vote.

**XV. RETURN TO OPEN SESSION**

Mrs. Syre made a motion at 7:23, to enter back into open session.  
Dr. Rapuano seconded the motion and the motion passed by unanimous voice vote.

**XVI. PUBLIC PARTICIPATION**

None heard

**XVII. BOARD MEMBER COMMENTS**

**XVIII. ADJOURNMENT**

There being no further business to come before the Board, it was moved by Dr. Rapuano and seconded by Mrs. Syre to adjourn the meeting at 7:26 pm.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Steven Kepnes  
Board Secretary