

MINUTES  
BOARD OF TRUSTEES  
of the  
SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY  
REGULAR BOARD MEETING  
November 10, 2014

**I. CALL TO ORDER**

The Regular Meeting of the Board of Trustees of the Sussex County Charter School for Technology was held on November 10, 2014 in the Computer Lab 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, Board President, 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	
Mr. Michael Nelms	
Dr. Mary Rapuano	
Dr. Ed Selby	
Mr. Charles Teufert	

Also in attendance were; Jill Eckel, Principal, Estrella Molinet, Business Administrator/Board Secretary ; Barbara Zappile, Supervisor of Curriculum; Patrick Kane, Facilities Manager; and Mr. Tom McCloskey.

**V. APPROVAL OF MINUTES**

Mr. Teufert made a motion to approve the following minutes.

- Regular Meeting Minutes of October 13, 2014
- Executive Session Minutes of October 13, 2014

Dr. Rapuano seconded the motion and the minutes were approved. Mr. Teufert abstained.

Minutes of November 10, 2014

## **VI. CORRESPONDENCE**

- New Jersey Association for Health, Physical Education, and Recreation and Dance – Mini-Grant Award to Elise Tooker’s Archery Program, as per attached.
- Letter from Laura Ciccolella regarding Maternity Leave
- Letter from USDA regarding Civil Rights Compliance Review

## **VII. COMMENTS**

### A. President’s Comments-

Dr. Selby attended the conference in Atlantic City, he will send a summary of the NJSBA workshop he attended. He will be attending a STEAM session on November 19, 2014 hosted by the Sussex County NJSBA.

Asked about the progress on reducing the cost of the graduation venue.

### B. Committee Reports

- Building and Grounds –

Mr. Kane reported that the floor replacement project in the main office is complete. The structural pieces that were rotted were replaced.

There are shelters out in the back of the property for the Foundations Course on survival.

Lighting repairs to the gym are completed.

Snow fence will go up shortly to help the neighbor with the erosion problem.

- Personnel & Negotiations –

None – Letter will go out to staff inviting them to come and participate.

- Curriculum & Policy –

Two policies are up for approval today.

- Finance –

We will meet before next meeting.

- Public Relations –

Met with T. Siebert and T. McCloskey some ideas are:

Invite alumni to come commemorate the school.

Re-elect new officers at Foundation meeting on December 8<sup>th</sup>.

Will be looking at sending letters and making phone calls to community leaders.

- Technology -

None

### C. Board Member Comments

None

### D. Faculty/Staff Comments

None

## **VIII. PRINCIPAL’S INFORMATION**

1. Mrs. Eckel reported a Fire Drill on October 16, 2014, and an Emergency Dismissal Drill on October 29, 2014.

2. Enrollment for the month of October, 2014 was 225 students. One student returned to resident district and one new student enrolled.
3. Open House had a packed house with little or no advertising.
4. Would like to have enough applications to go to lottery.
5. Hopatcong was highly represented.
6. Went to Trenton at the end of October to the NJSCA meeting.
7. NJSCA had a meeting with the Charter School Office, they are willing to consider other metrics. Tier 1 schools are highly successful and Tier 3 schools are low performing schools.
8. I am working with a committee of parents who are on board to see what else is out there for our lunch program.
9. Rick Pressler called on the strategic plan that was left off in the summer; he wants to bring everyone back to finish off. We need to go back and look at the calendar.
10. I would like to extend an invitation to the Board to come and spend time looking and walking around foundations time fun.
11. IDEA left over money \$361 will be targeted for Math coaches.

**IX. BUSINESS ADMINISTRATOR'S INFORMATION**

**X. PUBLIC PARTICIPATION**

**XI. BOARD ACTION ON AGENDA ITEMS**

**BUSINESS RECOMMENDATIONS**

Dr. Selby made a motion for resolutions 1 through 10 to be approved.

1. RESOLVED, that the Board of Trustees approve the Board Secretary's Report for the month ending September 30, 2014, as attached.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending September 30, 2014, as attached.
3. RESOLVED, that the Board of Trustees approve the motion that the Board Secretary certifies that, as of September 30, 2014 no line item account has been over-expended in violation of NJSA 18A:19-2.
4. RESOLVED, that pursuant NJSA 18A:19-2, the Board of Trustees certify that, as of September 30, 2014, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending September 30, 2014, 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 October, 2014 in the amount of \$ 1,066.00 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 October 31, 2014 in the amount of \$ 385,125.13 inclusive of October's payroll in the amount of \$ 199,392.57, as attached.
7. RESOLVED, that the Board of Trustees approve the submission of an Amendment to the 2015 Individuals with Disabilities Education Act (IDEA), Part B, to add in a carry-over amount of \$361.00 to be placed in the Professional Services line.
8. RESOLVED, that the Board of Trustees approve the submission of an Amendment to the 2015 NCLB Consolidated Grant to add in a carry-over amount of \$4,984.00 to be placed in the 200-300 line.
9. RESOLVED, that the Board of Trustees approve the submission of the Annual Charter School Questionnaire, as attached.
10. RESOLVED, that the Board of Trustees approve the Joint Transportation Contract Agreements for the 2014-2015 school year with the Sussex County Technical School, as attached. The contracts are for the after school late runs and for the delivery of the lunches.

Mrs. Blanchard seconded the motion and resolutions 1 through 10 were approved by a unanimous roll call vote: Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Rapuano, yes; Dr. Selby, yes; and Mr. Teufert, yes.

### **EDUCATION**

Mr. Teufert made a motion for resolutions 1 through 6 to be approved with the cost of the field trips added.

1. RESOLVED, that the Board of Trustees approve the following field trips, retroactively:

<b>Destination</b>	<b>Date</b>	<b>Grade/Group</b>	<b>Teacher</b>
Anti-Bullying Summit	10/22/14	6th,7th,8th:	L. Palumbo, E. Tooker
WOW Factor Tours (Sussex Cty. Technical School)	10/27/14	8 <sup>th</sup>	C. Sior, J. Reader, J. Steffens, L. Drake, N. Fialcowitz
Edgar Allan Poe Play (Pax Amicus Theatre)	11/4/14	8th	J. Steffens, J. Sevean

2. RESOLVED, that the Board of Trustees approve the following field trips:

<b>Destination</b>	<b>Date</b>	<b>Grade/Group</b>	<b>Teacher</b>
NJ Symphony Performance (Sussex Technical School)	11/21/14	6th	J. Zangara-Fritts, H. Kotlarz, C. Sior, L. Ciccolella, E. Heine
Mystic Seaport, Mystic, CT	5/13 through 5/15, 2015	8th	C.Sior, N. Fialcowitz, possibly another

3. RESOLVED, that the Board of Trustees approve the following after-school clubs and/or activities:

<b>Destination</b>	<b>Date</b>	<b>Grade/Group</b>	<b>Teacher</b>
Mountain Creek, Vernon Ski and Snowboard Club	Jan. 8,15,22,29 Feb. 5,12 Make-up: 2/19, 2/26	Varies - 10-15 participants	Laurie Drake

4. WHEREAS, school administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school, and

WHEREAS the school bus driver and bus aide shall participate in the emergency exit drills, and

WHEREAS drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity, and

WHEREAS drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill, therefore be it

RESOLVED, that the Board of Trustees acknowledge the information provided:

Date of school bus emergency evacuation drill: 10/21/14  
 Time of day the drill was conducted: 7:00AM - 7:30 AM  
 School Name: Sussex County School of Technology/Sussex County Charter School for Technology  
 Location of Emergency Evacuation Drill: Bus unloading zone, Sussex County School of Technology  
 Route Number(s): VT4, VT5, VT7, VT8, HT1, HT2, HT3, HT4, HT5, HT6, HT7, RC1, T1, R2, R10, R18, R32, R33, M1, M2, M3, SP1, SP2, KT1, KT2  
 Other information relative to the emergency evacuation drill: Type of Drill - back door front of bus to back.

5. RESOLVED, that the Board of Trustees approve the 2014-2015 Progress Targets action Plan for New Jersey's Elementary and Secondary Education Act (ESEA) Flexibility Request.
6. RESOLVED, that the Board of Trustees acknowledge the Discipline and HIB report for the month October.

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

**PERSONNEL**

Mr. Nelms made a motion for resolutions 1 and 2 to be approved.

1. RESOLVED, that the Board of Trustees approve the Maternity Leave for Laura Ciccolella.
2. RESOLVED, that the Board of Trustees approve an application for employment, submitted by Lisa Santarpia, for the position of sub-teacher, as needed, at the rate of \$75 per diem.

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

**POLICY**

Dr. Selby made a motion for resolutions 1 and 2 to be approved.

1. RESOLVED, that the Board of Trustees approve the following policy revision as a final reading:  
5131.6 Substance Abuse\_rev2
2. RESOLVED, that the Board of Trustees approve the following policy as first reading:  
4119.26 Electronic Communications Between School Employees and Students

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

**XII. CLOSED SESSION**

**XIII. RETURN TO OPEN SESSION**

**XIV. PUBLIC PARTICIPATION**

None

**XV. BOARD MEMBER COMMENTS**

**XVI. ADJOURNMENT**

There being no further business to come before the Board, it was moved by Mr. Nelms and seconded by Dr. Rapuano to adjourn at 4:50 p.m.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Estrella M. Molinet  
Board Secretary