

MINUTES
BOARD OF TRUSTEES
of the
SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
REGULAR BOARD MEETING
November 11, 2013

I. CALL TO ORDER

The Regular Meeting of the Board of Trustees of the Sussex County Charter School for Technology was held on November 11, 2013 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. 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>
Dr. Ed Selby	
Mrs. Wendie Blanchard	
Mr. Michael Nelms	
Dr. Mary Rapuano	
Mr. Charles Teufert	

Also in attendance were; Jill Eckel, Administrative Principal; Estrella Molinet, Business Administrator/Board Secretary and seven members of the staff and public consisting of:
Mrs. V. Dolan from Nisivoccia, LLP
Ms. M. Miller, Board Attorney from Weiner, Lesniak LLP
Mr. and Mrs. Clark, Charter parents
Mrs. D. Mastandrea, CST Case Manager
Mrs. B. Zappile, Supervisor of Curriculum
Mr. J. Baldini, Vice Principal

V. APPROVAL OF MINUTES

Mr. Nelms made a motion for the minutes to be approved.

- Regular Meeting Minutes of October 14, 2013

Mr. Teufert seconded the motion, Dr. Selby abstained from voting and the minutes were approved by a voice vote.

VI. CORRESPONDENCE

VII. COMMENTS

A. President's Comments-

B. Committee Reports

- Building and Grounds –
None
- Personnel & Negotiations –
None
- Curriculum & Policy –
None
- Finance –
None
- Public Relations –
None

C. Board Member Comments

Mr. Teufert informed the members that there is a guidance meeting on Wednesday at Sussex Tech to discuss where they want to go in the future. They are looking for public input.

D. Faculty Comments

VIII. PRINCIPAL'S INFORMATION

1. Mrs. Eckel reported a fire drill on October 4, 2013 and a Lock Down Drill on October 17, 2032.
2. Enrollment for the month of October 2013 was 225 students.
3. The Halloween Dance was a success – over 80% of our students attended.
4. 1st Marking Period ended today. Report Card Parent Meetings will be held next Tuesday afternoon/evening.

5. In October our students participated in the Week of Respect and Anti-Violence Week. 6th graders visited a corn maize and did some “pumpkin-chunkin” with a trebuchet, 8th graders visited Sussex Tech’s WOW Factor tours.
6. One of our 6th graders won a spot in the New Jersey Herald’s “What’s Your Anti-Drug?” contest. The winners are in today’s supplement of the NJ Herald.
7. Open House was a great success. We had over 100 families sign in and currently have 116 applications to date.
8. Upcoming events: 6th grade field trip to NJ Symphony concert 11/22, Lottery Drawing 12/9, and Our first full-fledged musical “Thoroughly Modern Millie

IX. BUSINESS ADMINISTRATOR’S INFORMATION

Introduction of Mrs. Valerie Dolan, from Nisivoccia, LLP who proceeded to give the Annual Audit presentation.

X. PUBLIC PARTICIPATION

XI. BOARD ACTION ON AGENDA ITEMS

BUSINESS RECOMMENDATIONS

Mr. Teufert made a motion for resolutions 1 through 16 to be approved.

1. RESOLVED, that the Board of Trustees approve the Board Secretary’s Report for the month ending August 31, 2013, as attached.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending August 31, 2013, as attached.
3. RESOLVED, that the Board of Trustees approve the motion that the Board Secretary certifies that, as of August 31, 2013, 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 August 31, 2013, after a review of the Board Secretary’s monthly financial report and Treasurer of School Monies Report for the period ending August 31, 2013, 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 Board Secretary's Report for the month ending September 30, 2013, as attached.
6. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending September 30, 2013, as attached.
7. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that, as of September 30, 2013, no line item account has been over-expended in violation of NJSA 18A:19-2.
8. RESOLVED, that pursuant NJSA 18A:19-2, the Board of Trustees certify that as of September 30, 2013, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending September 30, 2013, 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.
9. 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, 2013 in the amount of \$ 16.40 to ensure that no line items are over expended, as attached.
10. RESOLVED, that the Board of Trustees approve the bill list for the month ending September 30, 2013 in the amount of \$396,408.28 inclusive of September's payroll in the amount of \$188,809.44 as attached.
11. RESOLVED, that the Board of Trustees approve the amendment for the 2013-14 No Child Left Behind Application.
12. RESOLVED, that the Board of Trustees approve the submission of the following:

Title I Comparability Report 2012-13
Title I Performance Report 2012-13
13. RESOLVED, that the Board of Trustees approve the snow removal contract with Countryside Landscaping for the 2013-2014 school year, a certificate of snow liability has been provided with his certificate of liability insurance.
14. RESOLVED, that the Board of Trustees approve the agreement with E-rate Partners for providing e-rate services to the Charter School the 2014-2015 year.
15. RESOLVED, that the Board of Trustees acknowledge receipt and acceptance of the Comprehensive Annual Financial Report (CAFR) and Auditor's Management Report for the year ended June 30, 2013, as submitted.

- RESOLVED, that the Board of Trustees acknowledge and accept that there are no audit recommendations for the year ended June 30, 2013.

Mr. Nelms seconded the motion and resolutions 1 through 16 were approved by a roll call vote. Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Rapuano, yes; Dr. Selby, yes; Mr. Teufert, yes.

EDUCATION

Mrs. Blanchard made a motion for resolutions 1 through 5 to be approved.

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

Destination	Date	Grade/Group	Teacher	Cost
Castle Theater	11/12/13	8 th grade	J. Reader	\$16. + bus
Mystic Seaport	5/12/13- 5/14/13	8 th grade	C. Sior	Pd by students

- RESOLVED, that the Board of Trustees approve the following after school activity:

Destination	Date	Group/Grade	Teacher
Mountain Creek, Vernon NJ	1/9, 23, 30, 2/6, 13, 27/14	All grades	L. Drake

- RESOLVED, that the Board of Trustees acknowledge the Discipline summary for October, 2013.
- RESOLVED, that the Board of Trustees affirm the findings of the Harassment, Intimidation and Bullying Report for October, 2013.
- RESOLVED, that the Board of Trustees acknowledge the School Bus Emergency Evacuation Drill Report for the drill held 10/24/2013

Mr. Nelms seconded the motion and resolutions 1 through 5 were approved by a roll call vote. Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Rapuano, yes; Dr. Selby, yes; Mr. Teufert, yes.

PERSONNEL

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

- RESOLVED, that the Board of Trustees approve a stipend of \$1,200 to Colleen Cavanaugh to serve as Assistant Director/choreographer for the 2013-14 school year.
- RESOLVED, that the Board of Trustees approve Laura Esposito as a full-time, one-on-one aide for student (SID)# 1491069567 at the rate of \$13.00 per hour.

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

POLICY

XI. CLOSED SESSION

WHEREAS, the Open Public Meetings Act, Chapter 231, P.L. 1975, section N.J.S.A. 10:4-12b permits the exclusion of the public from a meeting or portion of a meeting of this public body in certain circumstances and

WHEREAS, the Board must consider, which is/are exempt from public discussion pursuant to the Act;

- 1. Matter which by express provision of law is rendered confidential
- 2. Release of information which would impair receipt of federal funds
- 3. Individual Privacy/Student Matters
- 4. Negotiations
- 5. Real estate matters
- 6. Disclosure could impair public safety
- 7. Pending/Anticipated Litigation
- 8. Terms and conditions of employment
- 9. Deliberations involving imposition of specific civil penalty

NOW THEREFORE BE IT RESOLVED that the Board of Trustees adjourn to executive session at 4:20 p.m. to discuss the above mentioned matters to the exclusion of all others. Matters discussed may or may not be made public this evening. Resulting action may or may not be taken following re-entry into regular session.

XIII. RETURN TO OPEN SESSION

Mrs. Blanchard made a motion at 5:15 pm to return to open session.

Mr. Nelms seconded the motion and the Board of Trustees returned to open session by a unanimous voice call vote.

PERSONNEL

Mr. Nelms made a motion for the following resolution :

RESOLVED, that the Board of Trustees agree to suspend employee # 00193 with pay, relieve him of all his duties and to terminate employee effective 60 days from today, November 11, 2013.

Dr. Rapuano seconded the motion and the resolution was approved unanimously by a roll call vote.

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

XIV. PUBLIC PARTICIPATION

Mr. and Mrs. Clark thanked the Board.

XV. BOARD MEMBER COMMENTS

None.

XVI. 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 5:17 p.m.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Estrella M. Molinet
Board Secretary