

SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
REGULAR MEETING AGENDA
November 8, 2021

I. CALL TO ORDER @ 5:02 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	
Ms. Stephanie DePinto (Vice President)	x	
Ms. Anna Burke (via phone @ 5:08 PM)	x	
Mr. Michael Busniak	x	
Ms. Lesa McGuinness	x	
Mr. Garrett Perconti		x
Mr. Louis Ruggiero	x	

Administered the Oath of Office to renew Mr. Louis Ruggiero’s term as his term expired in October, 2021 and he will be renewed for three years.

V. APPROVAL OF MINUTES

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

Regular Meeting Minutes of October 11, 2021

VI. CORRESPONDENCE

- Letter from Sussex County Executive Superintendent approving the 2021-2022 Remote/Virtual Instruction Plan

VII. COMMENTS

- A. President's Comments: none
- B. Committee Reports
 - Finance Committee- Reviewed the appropriations for the ESSER III/American Recovery Act and the audit findings.
 - Policy Committee - Reviewed the policies recommended by the auditors. Read through the policies and made corrections as necessary to reflect the Charter school.
- C. Board Member Comments - Ms. DePinto appreciated the time and thoroughness Ms. Palumbo has put into HIB investigations. Ms. DePinto also congratulated Ms. Wettstein for a successful audit.
- D. Faculty/ Staff Comments - none
- E. Student Liaison Comments - none
- F. PTO Comments - none
- G. Presentations:
 - Mrs. Valerie Dolan, Partner at Nisivoccia presented the audit findings for the SY 2020. The audit was successful with a healthy fund balance reported. One minor recommendation was made regarding a policy/line item for travel expenses.

VIII. SUPERINTENDENT'S REPORT

Mrs. Lazariuk reported the Charter School just finished the first marking period. The school has the second Open House this Wednesday, November 10 from 4-6 pm. The AARIS program has been providing great press for school.

Enrollment for the month of October, 2021, was 224 students.

For the month of October 2021, a Fire Drill was held on October 28, 2021 at 1:15 pm.

For the month of October 2021, a Shelter In Place Drill was held on October 29, 2021 at 8:45 AM.

IX. BUSINESS ADMINISTRATOR'S REPORT

None reported

X. PUBLIC PARTICIPATION (Agenda Items Only)

XI. BOARD ACTIONS ON AGENDA ITEMS

BUSINESS RECOMMENDATIONS

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

1. RESOLVED that the Board of Trustees approve the Board Secretary's Report for the month ending September, 2021.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending September, 2021
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that as of September 30, 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 September 30, 2021, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending September 30, 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 September, 2021 in the amount of \$9750.00 to ensure that no line items are over expended.

6. RESOLVED, that the Board of Trustees approve the Check Register for the month ending October, 2021 in the amount of \$392,423.92 inclusive of the Payroll for October, 2021 in the amount of \$224,536.52.
7. RESOLVED, that the Board of Trustees approve a \$350 safety clothing/ steel tip shoe allowance for Mr. Peter Manero.
8. RESOLVED, that the Board of Trustees accept a \$2,000 from New Jersey Schools Insurance Group (NJSIG) for the 2019/2020 School Safety Grant.
9. RESOLVED, that the Board of Trustees approve the findings of the 2020-2021 Audit conducted and findings presented by Nisivoccia.
10. RESOLVED, that the Board of Trustees approve the Corrective Action Plan per the 2020-2021 audit.
11. RESOLVED, that the Board of Trustees accept the 2020-2021 Comprehensive Annual Financial Report (CAFR) and authorize Kimberly Wettstein, Business Administrator to upload all required documents to the NJ Department of Education repository.
12. RESOLVED, that the Board of Trustees approve in accordance with N.J.S.A. 18A:19-1, that for the 2021-2022 school year the annual maximum for regular business travel shall be \$800 per employee. Further approve, that for the 2021-2022 school year the Sussex County Charter School for Technology Board of Trustees shall set a \$5,000 as the maximum travel expenditure amount for the budget year.
13. RESOLVED, that the Board of Trustees approve the contract with Tri County Behavioral Health for the 2021-2022 school year for services provided.
14. RESOLVED, that the Board of Trustees approve the Comprehensive Maintenance Plan for the SY 21-22.
15. RESOLVED, that the Board of Trustees approve and accept the American Rescue Plan (ARP) ESSER III grant funds as follows:

Accelerated Learning, Coaching & Support	\$ 50,000
Evidence Based Summer Learning & Enrichment	\$ 40,000
Evidence Based Beyond the School Day	\$ 40,000
Mental Health Support Staffing Grant	\$ 45,000
ESSER III	\$143,325
16. RESOLVED, that the Board of Trustees approve the decommission of the following items:

Asus Laptop L8NXCV007957326	Asus Laptop L5NXCB0BL59420G
Cabinet 00037	Chromebook 9FKZ8B2
Dell Chromebook 99DKYF2	Dell Chromebook JBKZ8B2
Dell Chromebook F1CHV52	Dell Chromebook 4FWRKD2
Dell Chromebook 5BKZ8B2	

17. RESOLVED, that the Board of Trustees approve the 2021 Charter Financial Questionnaire.

18. RESOLVED, that the Board of Trustees approve Ray Bear & Sons Landscaping as the snow plow contractors for the 2021-2022 school year.

EDUCATION

A motion was made by Ms. McGuiness to approve the following item, 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 October, 2021 and Investigations for September, 2021.
2. RESOLVED, that the Board of Trustees approve the Edgar Allen Po Fiedtrip on Tuesday, November 2, 2021 at the Pax Amicus Theatre in Budd Lake, NJ.

PERSONNEL

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

Upon the recommendation of the Chief School Administrator (Lead Person), to approve the following resolutions:

1. RESOLVED, that the Board of Trustees approve Cindy Pappa, full time School Psychologist, to receive the following Grant Funds to offset her salary (\$82,783/ 7.24 % of salary), IDEA Professional Services Salary in the amount of \$6,000.
2. RESOLVED, that the Board of Trustees approve Kerry Mulligan, Teacher of Mathematics/Teacher of Students with Disabilities to receive the

following Grant Funds to offset her salary (\$54,291/ 22.10 % of salary), Title 1 Salaries in the amount of \$12,000.

3. RESOLVED, that the Board of Trustees approve Robert Sedlock, Physical Education/Health Teacher to receive the following Grant Funds to offset his salary (\$53,291/ 7.11 % of salary), Title IV Salaries in the amount of \$3,793.
4. RESOLVED, that the Board of Trustees approve Selena Rokeach-Brown, part time School Counselor, to receive the following Grant Funds to offset her salary (\$27,896/ 100%), ESSER II Mental Health Salaries in the amount of \$27,896.
5. RESOLVED, that the Board of Trustees approve Corrine McLaughlin, part time Reading/Teacher of Students with Disabilities, to receive the following Grant Funds to offset her salary (\$57,407/ 5.2%), ARP IDEA Salaries in the amount of \$3,000.
6. RESOLVED, that the Board of Trustees approve Eileen Feuss as a substitute teacher for the 2021-2022 school year at a rate of \$90 per day.
7. RESOLVED, that the Board of Trustees approve Andrew Tencza as a long term substitute teacher until December 23, 2021 at a daily rate of \$200 per day.
8. RESOLVED, that the Board of Trustees approve Raquel Cordero to teach an additional sixth grade math class at a rate of \$6,500 (prorated) starting 11/10/2021.
9. RESOLVED, that the Board of Trustees approve the termination of employee #19121 effective 10/12/21 with 60 days notice as per contract.
10. RESOLVED, that the Board of Trustees approve Doris Friesen as a 10 month school secretary for the 2021-2022 school year at a prorated contractual rate of \$40,000.
11. RESOLVED, that the Board of Trustees approve Doris Friesen as a school secretary for \$25 an hour outside of her 10 month employment.

12. RESOLVED, that the Board of Trustees approve the retirement sick day payout for Kim Greene, staff aide, in the amount of \$4050.00

POLICY

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

1. RESOLVED, that the Board of Trustees approve the first read of the following policies:

0147 - Board Member Compensation and Expenses

3440 - Job Expenses (Teaching Staff)

4440 - Job Expenses (Support Staff/ Secretarial, Custodial, School Resource and Aid Positions)

XII. NEW BUSINESS - none heard

XIII. EXECUTIVE SESSION

The board entered into closed session immediately following the approval of the previous months Board minutes to discuss matters of personal and student business. Time entered closed session 5:12 pm and exited closed session at 6:10 pm.

XV. PUBLIC PARTICIPATION (Non- Agenda Items) - none heard

XVI. BOARD MEMBER COMMENTS - none heard

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 6:35 PM.

The motion was unanimously approved by a voice vote.

Respectfully submitted,

Kimberly Wettstein

Board Secretary