

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY**  
**REGULAR MEETING MINUTES**  
*October 10, 2022*

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**I. CALL TO ORDER @ 5:05 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**

	<b>PRESENT</b>	<b>ABSENT</b>
<b>Mr. Jason Apter (President)</b>	<b>x</b>	
<b>Ms. Stephanie DePinto (Vice President)</b>	<b>x</b>	
<b>Ms. Anna Burke</b>		<b>x</b>
<b>Mr. Mike Busniak</b>	<b>x</b>	
<b>Ms. Lesa McGuinness</b>	<b>x</b>	
<b>Mr. Garrett Perconti</b>		<b>x</b>
<b>Mr. Lou Ruggiero</b>	<b>x</b>	

**V. APPROVAL OF MINUTES**

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

Regular Meeting Minutes of September 12, 2022

**VI. CORRESPONDENCE - none heard**

**VII. COMMENTS**

- A. President's Comments - none
- B. Committee Reports - none
- C. Board Member Comments - none
- D. Faculty/ Staff Comments - none
- E. Student Liaison Comments - none
- F. PTO Comments - none
- G. Presentations - NJSLA Presentation by Mr. Bell (will be held at an upcoming meeting)

**VIII. SUPERINTENDENT'S REPORT**

Professional development training took place today for the teachers. The focus was on the new evaluation system and best practices. Mr. Bell and Mrs. Lazariuk were trained in the new program over the summer. There is a Halloween dance on October 28, 2022.

Enrollment for the month of September, 2022, was 221 students.

For the month of September 2022, a Fire Drill was held on September 9, 2022 at 8:55 AM.

For the month of September 2022, a Lock Down Drill was held on September 23, 2022 at 1 PM.

**IX. BUSINESS ADMINISTRATOR'S REPORT**

Health insurance for 2023 went up 15.1%. Mrs. Wettstein is examining the amount budgeted. The audit is complete and Nisivoccia is waiting for some information from the state before they release the audit findings.

X. **PUBLIC PARTICIPATION (Agenda Items Only)** - none heard

XI. **BOARD ACTIONS ON AGENDA ITEMS**

**BUSINESS RECOMMENDATIONS**

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

1. RESOLVED that the Board of Trustees approve the Board Secretary's Report for the month ending August, 2022.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending August, 2022.
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that as of August 31, 2022, 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 August 31, 2022, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending August 31, 2022 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 August, 2022 in the amount of \$0 to ensure that no line items are over expended.
6. RESOLVED, that the Board of Trustees approve the Check Register for the month ending September, 2022 in the amount of \$605,224.96 inclusive of the Payroll for September, 2022 in the amount of \$227,477.04.
7. RESOLVED, that the Board of Trustees approve the decommission of the following items:

ASUS L5NXCV08L531207	Dell Chromebook FTKDNTS
ASUS L6NXCV12X80925B	ASUS I6NXCV12X788250
ASUS L6NXCV12X660256	4K9V9FANB17191M

4K9V(FANB16795N	Lenovo PK2ZG6CJPF9XB1524037
HP 5CD1263MS4	MSQ7265D2
Samsung Chromebook - no id	HP Printer C.S.F.T. 1125
ACER NXHKBAA002030059007600	HP TPNQ216
Samsung Chromebook - no id	Dell HP3X5Y2
Samsung Chromebook - no id	HP 8CGo262MFK

8. RESOLVED, that the Board of Trustees approve the Comprehensive Maintenance Plan for the SY 22-23.
9. RESOLVED, that the Board of Trustees approve petty cash in the amount of \$186.87.

### **EDUCATION**

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

1. RESOLVED, that the Board of Trustees accept, modify or reject the Harassment, Intimidation, and Bullying (HIB) Reports for September, 2022 and Investigations for August, 2022.
2. RESOLVED, that the Board of Trustees approve the Peace Pals Club members to attend a field trip to Sussex Technical School for a Bullying Workshop on October 13, 2022 from 8:45 am - 1:30 pm. Mrs. Jeanne Sevean and Mrs. Lauren Palumbo will chaperone the students.
3. RESOLVED, that the Board of Trustees approve the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act.
4. RESOLVED, that the Board of Education approve the 2022-2023 Virtual Learning Plan.

### **PERSONNEL**

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

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

1. RESOLVED, that the Board of Trustees approve MaryLou DeCaprio for a stipend of \$6,500 for teaching an additional class for the 2022-2023 school year.
2. RESOLVED, that the Board of Trustees approve Catherine Khalil as a daily as needed substitute teacher for the 2022-2023 school year at a rate of \$125 per day.
3. RESOLVED, that the Board of Trustees approve Peter Manero additional Saturday hours as needed at a rate of \$26 per hour.
4. RESOLVED, that the Board of Trustees approve Vanessa Garcia as a daily as needed substitute teacher for the 2022-2023 school year at a rate of \$125 per day.
5. RESOLVED, that the Board of Trustees approve the new teacher mentoring plan for the 2022-2023 school year.
6. RESOLVED, that the Board of Trustees approve Nicole Hayn for Rtl skills instruction at a rate of \$40 per hour (maximum of 3x weekly).
7. RESOLVED, that the Board of Trustees approve Michelle Kuperus for a 3D Design Club, replacing the Academic Bowl club.
8. RESOLVED, that the Board of Trustees approve Michelle Kuperus and Corinne McLaughlin as co-advisors for the Board Games Club and split the \$2,000 stipend.
9. RESOLVED, that the Board of Trustees approve Jennifer dePoortere as a daily substitute, as needed, for the 2022-2023 school year at a rate of \$125 per day.
10. RESOLVED, that the Board of Trustees approve the daily substitute rate at \$125 per day for the 2022-2023 school year.

11. RESOLVED, that the Board of Trustees approve the adjustment of Courtney Moran from a BA Step 4 to a BA Step 3 with salary remaining at \$54,187.
12. RESOLVED, that the Board of Trustees approve Jon Moses as a daily substitute, as needed, at a daily rate of \$125 per day.
13. RESOLVED, that the Board of Trustees accept the resignation of employee #19151 with 60 days notice as of October 10, 2022.

## **POLICY**

- XII. **NEW BUSINESS** - Mr. Apter expressed interest in the Charter School ordering some items that would be beneficial to the staff, students, and community.
- XIII. **EXECUTIVE SESSION** - none
- XV. **PUBLIC PARTICIPATION (Non- Agenda Items)** - none
- XVI. **BOARD MEMBER COMMENTS** - none
- XVII. **ADJOURNMENT**  
Their being no further business to come before the Board, it was moved by Mr. Busniak and seconded by Mr. Ruggerio to adjourn the meeting at 5:19 PM.

The motion was unanimously approved by a voice vote.

Respectfully submitted,

*Kimberly Wettstein*

Kimberly Wettstein  
Business Administrator/Board Secretary  
**Next Board Meeting:**  
**Monday, November 14, 2022 @ 5 PM**