

SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
REGULAR MEETING MINUTES
September 12, 2022

I. CALL TO ORDER @ 5:01 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	x	
Mr. Mike Busniak	x	
Ms. Lesa McGuinness		x
Mr. Garrett Perconti	x	
Mr. Lou Ruggiero		x

V. APPROVAL OF MINUTES

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

Regular Meeting Minutes of August 8, 2022

VI. CORRESPONDENCE - none received

VII. COMMENTS

- A. President's Comments - Glad everything is going well.
- 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 - none

VIII. SUPERINTENDENT'S REPORT

Great start to the school year. Mrs. Lazariuk shared her appreciation to Mr. Bell and Mrs. Wettstein for holding down the school while she was absent. Students have completed their Start Strong State Assessments.

Enrollment for the month of August, 2022, was 229 students.

For the month of August 2022, a Fire Drill was held on August 31, 2022 at 7:02 AM.

For the month of August 2022, a Shelter In Place Drill was held on August 31, 2022 at 6:54 AM.

IX. BUSINESS ADMINISTRATOR'S REPORT

Mrs. Wettstein explained the additional incentives being offered for the replacement of the air conditioning and lighting. She also spoke about the anticipated raise in health insurance between 15%-22%. Finally, Mrs. Wettstein reminded the Board of Trustees to complete their NJSBA mandated Governance training.

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

XI. BOARD ACTIONS ON AGENDA ITEMS

BUSINESS RECOMMENDATIONS

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

1. RESOLVED that the Board of Trustees approve the Board Secretary's Report for the month ending July, 2022.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending July, 2022.
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that as of July 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 July 31, 2022, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending July 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 July, 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 July, 2022 in the amount of \$193,289.57 inclusive of the Payroll for July, 2022 in the amount of \$48,120.92.
7. RESOLVED, that the Board of Trustees approve the Check Register for the month ending August, 2022 in the amount of \$223,542.39 inclusive of the Payroll for August, 2022 in the amount of \$49,617.57.
8. RESOLVED, that the Board of Trustees approve the decommission of the following items:

Epson Projector 01342	Epson Projector CSFT 958
Dell Chromebook 2GCSR53	Dell Chromebook D6P89L2

Dell Printer	
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9. RESOLVED, that the Board of Trustees approve the following health care waivers for full time eligible employees who chose not take use the health care benefits offered at Sussex Charter: \$2,000 single; \$3,000 parent/child and employee/spouse; \$4,000 family.
10. RESOLVED, that the Board of Trustees approve the petty cash replenishment in the amount of \$183.58.
11. RESOLVED, that the Board of Trustees decommission business office furniture and furniture piece 01145.
12. RESOLVED, that the Board of Trustees approve the WillDan contract for air conditioning replacement and lighting upgrades. (Air Conditioning replacement will use \$78,100 of ESSER III/CRRSA funds and balance of air conditioning/lighting to be paid through the General Fund \$37,940.08)
13. RESOLVED, that the Board of Trustees approve Sussex County Educational Services Commission for the 2022-2023 school year to provide speech, OT and PT services.

EDUCATION

A motion was made by Ms. DePinto to approve the following item, seconded by Mr. Busniak 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 August, 2022 and Investigations for July, 2022.
2. RESOLVED, that the Board of Trustees approve the fall 2022 soccer game and practice schedule.
3. RESOLVED, that the Board of Trustees approve the fall 2022 cross country matches.

PERSONNEL

A motion was made by Ms. DePinto to approve the following item, seconded by Mr. Busniak 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 Scott Leibowitz as a daily substitute teacher as needed for the 2022-2023 school year at a daily rate of \$120.00 (11-130-100-106-000-000)
2. RESOLVED, that the Board of Trustees approve Jillian Schoonover to teach an additional class for the SY 2022-2023 at a rate of \$6,500. Ms. Schoonover is teaching two additional class periods this year and was approved 8/2022 for one of them.
3. RESOLVED, that the Board of Trustees approve Jillian Schoonover as before care teacher from 6:45 am - 7:15 am daily for the 2022-2023 school year at a rate of \$30 per hour.
4. RESOLVED, that the Board of Trustees approve Jeanne Sevean as after care teacher from 2:30 - 3:30 pm daily for the 2022-2023 school year at a rate of \$30 per hour.
5. RESOLVED, that the Board of Trustees approve all Sussex Charter teachers to serve as substitute before care and/or after care teachers for the 2022-2023 school year at a rate of \$30 per hour.
6. RESOLVED, that the Board of Trustees accept the letter of resignation from teacher employee #174 effective August 16, 2022.
7. RESOLVED, that the Board of Trustees approve Laura Canaris as a daily substitute teacher as needed for the 2022-2023 school year at a daily rate of \$120 per day (11-130-100-106-000-000)
8. RESOLVED, that the Board of Trustees approve the following teachers longevity amounts:
Nick Fialcowitz \$1,000 longevity
Hilliary Kotlarz \$1,000 longevity
9. RESOLVED, that the Board of Trustees approve Courtney Graziano as Substitute Assistant to the Principal at a rate of \$20 per hour.
10. RESOLVED, that the Board of Trustees approve Nick Fialcowitz for lunch duty stipend at a rate of \$15 per day (½ hour daily) for the 2022-2023 school year.

11. RESOLVED, that the Board of Trustees approve Katelyn Chadwich for the lunch duty stipend at a rate of \$15 per day (½ hour daily) for the 2022-2023 school year.

12. RESOLVED, that the Board of Trustees approve all Sussex Charter teachers as substitute lunch duty teachers for the 2022-2023 school year at a rate of \$15 per day (½ hour daily).

POLICY - none

XII. NEW BUSINESS - Mr. Apter inquired about starting a lacrosse program for the spring. Mrs. Lazariuk will be looking into it.

XIII. EXECUTIVE SESSION - none

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

XVI. BOARD MEMBER COMMENTS - none

XVII. ADJOURNMENT

There being no further business to come before the Board, it was moved by Ms. DePinto and seconded by Mr. Busniak to adjourn the meeting at 5:17 PM.

The motion was unanimously approved by a voice vote.

**Next Board Meeting:
Monday, October 10, 2022 @ 5 PM**

Respectfully submitted,

Kimberly Wellstein

Business Administrator/Board Secretary

