

SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY
REGULAR MEETING MINUTES
September 13, 2021

I. CALL TO ORDER

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) via phone at 5:06	x	(left @ 5:20 pm)
Ms. Stephanie DePinto (Vice President) via phone	x	
Ms. Anna Burke - via phone	x	
Mr. Louis Ruggiero		x
Ms. Lesa McGuinness		x
VACANCY		
VACANCY		

Administered Oath of Office to Mr. Michael Busniak and Mr. Garrett Perconti - term will expire in 3 years (September 13, 2024)

V. APPROVAL OF MINUTES

Ms. Burke made a motion to approve the following minutes, seconded by Ms. DePinto and carried by a unanimous voice vote.

Regular Meeting Minutes of August 9, 2021

VI. CORRESPONDENCE - none

VII. COMMENTS

- A. President's Comments: Ms. DePinto welcomed the two new board members and commented on looking forward to working with them.
- B. Committee Reports
 - Personnel and Negotiations: Contract has been ratified; COVID procedures for unvaccinated staff members
 - Buildings and Grounds: Toured the building property about what projects were completed this summer in preparation for the new school year.
- 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

Mrs. Lazariuk informed the Board that Charter had a great start of the new school year. She reviewed COVID procedures for unvaccinated staff members. Students had a great start!

Enrollment for the month of August, 2021, was 225 students.

For the month of August 2021, a Fire Drill was held on August 24, 2021 at 9:15 am.

For the month of August 2021, a Lock Down Drill was held on August 24, 2021 at 9:25 am.

IX. BUSINESS ADMINISTRATOR'S REPORT

New Board members will be receiving information from the New Jersey School Board Association for taking Governance 1 class.

X. PUBLIC PARTICIPATION (Agenda Items Only) - none

XI. BOARD ACTIONS ON AGENDA ITEMS

BUSINESS RECOMMENDATIONS

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

1. RESOLVED that the Board of Trustees approve the Board Secretary's Report for the month ending June, 2021.
2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending June, 2021
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that as of June 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 June 30, 2021, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending June 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 June, 2021 in the amount of \$119,291.58 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, 2021 in the amount of \$247,714.93 inclusive of the Payroll for July, 2021 in the amount of \$52,611.35.

7. RESOLVED, that the Board of Trustees approve the Board Secretary's Report for the month ending July, 2021.
8. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending July, 2021.
9. RESOLVED, that the Board of Trustees approve the motion that the Board Secretary certifies that as of July 31, 2021, no line item account has been over-expended in violation of NJSA 18A:19-2.
10. RESOLVED, that pursuant NJSA to NJSA 18A:19-2, the Board of Trustees certify that as of July 31, 2021, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending July 31, 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.
11. 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, 2021 in the amount of \$21,577.00 to ensure that no line items are over expended.
12. RESOLVED, that the Board of Trustees approve the Check Register for the month ending August, 2021 in the amount of \$ inclusive of the Payroll for August, 2021 in the amount of \$.
13. RESOLVED, that the Board of Trustees approve an adjusting run of \$850 from the CARES Emergency Relief Grant.
14. RESOLVED, that the Board of Trustees approve the ARP IDEA Consolidated Grant in the amount of \$10,612.
15. RESOLVED, that the Board of Trustees approve the decommission of the following items:

Printer C.S.F.T. 792	Dell Laptop C.S.F.T. B78LR32
Chromebook D4TYKD2	Chromebook 9WX05H2
Chromebook BKDX5Y2	Chromebook 8RWRKD2
Dell Laptop B7BLR32	Chromebook FT625H2

Chromebook 7WQ05H2	Chromebook L6NXCV12X71825E
Chromebook L6NXCV12X613252	Chromebook L6NXCV12Y170258

EDUCATION

Ms. Burke made a motion to to approve the following items, seconded by Mr. Perconti 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, 2021 and Investigations for July, 2021.

PERSONNEL

Mr. Busniak made a motion to to approve the following items, seconded by Mr. Perconti 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 retroactively approve Dana Romash as a full time paraprofessional for the 2021-2022 school year at a salary of \$19,005.
2. RESOLVED, that the Board of Trustees retroactively approve Carrie Weeks as a full time paraprofessional for the 2021-2022 school year at a salary of \$19,005.
3. RESOLVED, that the Board of Trustees approve Colleen Puhala as an after school nurse for fall sports (soccer & cross country) on Tuesdays and Thursdays from 3-4 pm at a rate of \$50 per day.
4. RESOLVED, that the Board of Trustees approve Jill Schoonover for Before Care duty at a rate of \$30 per hour.
5. RESOLVED, that the Board of Trustees approve Jeanne Sevean for After Care duty at a rate of \$30 per hour.

6. RESOLVED, that the Board of Trustees approve Dr. Wendy Doster as a paraprofessional for the 2021-2022 school year at a rate of \$23,000 (prorated).
7. RESOLVED, that the Board of Trustees approve Michael Schwartz for the lunch duty stipend for the 2021-2022 school year rate \$2,700.
8. RESOLVED, that the Board of Trustees retroactively approve Nicole Roe as a substitute custodian for the 2021-2022 school year at a rate of \$15 per hour.
9. RESOLVED, that the Board of Trustees approve the renewal of contracts, for the following teachers, for SY 2021-2022.

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>	<u>STEP</u>
Andersen, Britt	Art	\$63,714	Masters Step 11
Hayn, Nicole	Math	\$57,848	BA+30 Step 7
Andresen, Sarah	English	\$55,309	BA Step 6
Baldini, James	Social Studies	\$75,766	Masters Step 20 *longevity \$2,000
Cordero, Raquel	Math	\$52,791	BA Step 2
DeCaprio, MaryLou	Science	\$58,487	BA Step 9
Fialcowitz, Nicholas	Health/Physical Education	\$58,487	BA Step 9 *longevity \$1,000
Goetchius, Kaitlin	ELAL/Disabilities	\$61,487	Masters Step 9
Graziano, Courtney	Math	\$72,766	BA Step 20
Kotlarz, Hilliary	Reading Teacher	\$65,723	BA+30, Step 14, *longevity \$1,000
Kuperus, Michelle	Math Teacher	\$56,348	BA Step 7
McLaughlin, Corrine	Special Education/Language Arts	\$57,407	BA Step 8
Mulligan, Kerry	Math	\$54,291	BA+30 Step 2
Myslinski, Imogen	Writing	\$64,223	BA Step 14 *longevity \$1,000
Reader, Jamie	Social Studies	\$57,407	BA Step 8 *longevity \$1,000
Rokeach-Brown,	School Counselor	\$27,896	MA Step 1 (Part Time 50%)

Selena			
Schoonover, Jillian	Science/STEM	\$63,714	Masters Step 11
Schumann, Elisabeth	World Language	\$59,348	Masters Step 7
Schwartz, Micheal	STEM	\$75,766	Masters Step 20
Scott, Corrinne	Math	\$60,714	BA Step 11
Sedlock, Robert	Health/Physical Education	\$53,291	BA Step 3
Sevean, Jeanne	Language Arts/Handicapped	\$64,861	Masters Step 12 *longevity\$1,500
Steffens, Jill	Language Arts Literacy	\$70,947	Masters Step 17 *longevity \$1,500
Lauren Palumbo	School Counselor	\$68,440	Masters Step 15 *longevity \$1,000
Colleen Puhala	School Nurse	\$57,407	BA Step 8

POLICY

Mr. Perconi made a motion to to approve the following items, seconded by Mr. Busniak and carried by a unanimous voice vote.

1. RESOLVED, that the Board of Trustees approve the second reading of policy 5512 Harassment, Intimidation, & Bullying.
2. RESOLVED, that the Board of Trustees approve the second reading of the revisions to the 2015 By-Laws of the Sussex County Charter School for Technology.

XII. NEW BUSINESS

Ms. DePinto asked if the PTO needed any assistance this year. Mrs. Lazaruk said the PTO was getting reestablished. The PTO president recently moved and there were several board seats available.

XIII. EXECUTIVE SESSION

XV. PUBLIC PARTICIPATION (Non- Agenda Items)

XVI. BOARD MEMBER COMMENTS

XVII. ADJOURNMENT

There being no further business to come before the Board, it was moved by Ms. Burke and seconded by Mr. Perconti to adjourn the meeting at 5:41 PM.

The motion was unanimously approved by a voice vote.

Respectfully submitted,

Kimberly Wettstein