

REGULAR MEETING MINUTES  
BOARD OF TRUSTEES  
of the  
SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY  
September 14<sup>th</sup> 2015

**I. CALL TO ORDER**

The Special Meeting of the Board of Trustees of the Sussex County Charter School for Technology was held on Sept 15, 2015 in the Gym of the Sussex County Charter School for Technology, 385 North Church Road, Sparta, New Jersey. The meeting was called to order by Dr. Ed Selby at 7:02 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>
Mrs. Wendie Blanchard	
Dr. Mary Rapuano	
Mr. Michael Nelms	
Dr. Ed Selby	
Mr. Charles Teufert	

Also in attendance: Noreen Lazariuk, Executive Director, Deirdre Mastandrea, Principal; Rich Rennie, Business Administrator/Board Secretary

**V. APPROVAL OF MINUTES**

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

Special Meeting Minutes of August 24<sup>th</sup>, 2015.

Ms. Blanchard then seconded the motion and the minutes were approved by a voice vote.

## **VI. CORRESPONDENCE**

Tuition reimbursement letter of request from Robin Scheffler, as per attached.

## **VII. COMMENTS**

### A. President's Comments

Dr. Selby read the Vision Statement of the school, and welcomed all of the parents, staff and friends of the Charter School.

He asked that everyone please provide feedback and let the Board know how they like the meeting. Back To School night is this week. Ms. Blanchard is going to attend on Weds and Dr. Rapuano is going to attend on Thursday. The PTO will be handing out brochures on Saturday, Sept 19<sup>th</sup> at Ogdensburg Day, please consider volunteering time if possible.

### B. Committee Reports

- Building & Grounds – will be meeting before the next board meeting
- Curriculum & Policy – Dr. Rapuano provided an update on curriculum for the school year
- Finance – we are meeting before the next board meeting to discuss the current state of the budget, and funds necessary to considering replacing the roof
- Personnel & Negotiations – N/A
- Public Relations – we are going to continue our outreach to the community and parents to keep them informed. Looking for ways to reach out to 6<sup>th</sup> & 7<sup>th</sup> graders.

### C. Board Member Comments – N/A

### D. Faculty Comments –

Elyse Heine inquired about the status of previously used staff computers. Laurie Drake and James Baldini asked about / commented on support for computer issues during the school day.

### E. Presentations – Laurie Drake (Science Teacher) attended the Honeywell Educators @ Space Academy in June 2015, and shared her experiences via a presentation.

## **VIII. EXECUTIVE DIRECTOR'S INFORMATION**

Noreen Lazariuk addressed the board and audience; for the month of August, a Shelter-in-Place Drill was held on August 11<sup>th</sup>, 2015, and a Fire Drill was held on August 13<sup>th</sup>, 2015.

HIB Report: there was one investigation, and zero incidents

Discipline: there was one in-school-suspension

The school has been focusing on professional development. There will be continued work and updates made to the web-site. One goal is to continue increasing communication between parents,

students, faculty and the community. Gus Modla will be at Charter on 9/15 for a Sussex Tech Admissions Presentation. There is ongoing work on the Charter Renewal Application.

**IX. BUSINESS ADMINISTRATOR'S REPORT**

The school is in the process of processing Free & Reduced lunch applications for this school year. Please reach out to Mr. Rennie directly if there are any questions or concerns.

Auditors from Nisivoccia will be at the school the week of September 21<sup>st</sup> for the school's yearly audit.

Over the next few weeks, the school will be working on the requested financial spreadsheets for the Charter Renewal Application.

**X. PUBLIC PARTICIPATION – (AGENDA ITEMS ONLY)**

Dr. Selby opened public participation to 'any item' (not just Agenda items) at this point in the meeting.

Stephanie DePinto and Nancy Rush from the Sussex County Charter School PTO both spoke. Stephanie offered to donate office supplies to the school. She also requested help and support on Saturday, Sept 19<sup>th</sup> at Ogdensburg Day. The PTO will also be looking for volunteers for an Oct 3<sup>rd</sup> event with the county fire department. Nancy asked about late / after school busing. The PTO provided an overview of how to join the Sussex County Charter PTO facebook group. A request was also made for a list of after school activities for 2015-2016 school year.

**XI. BOARD ACTION ON AGENDA ITEMS**

**BUSINESS RECOMMENDATIONS**

Mr. Teufert made a motion for resolutions 1 through 3 to be approved.

1. RESOLVED, that the Board of Trustees approve the Commission of the Blind and Visually Impaired Contract, for services provided to one student, at the cost of \$4,500 for the 2015-2016 school year, as per attached.
2. RESOLVED, that the Board of Trustees approve the disposal of the following non-working items that have no retail value:

ACER NXSHEAA0064140DBBD7600 (TAG #699)

ACER NXSHEAA0064140DB6F7600 (TAG #709)

APPLE 451208FTF5W (TAG #487)

APPLE 451207WKF5W (TAG #01368)

APPLE 451207XTF5W (TAG #01373)

APPLE 451207X2F5W (TAG #01374)

APPLE 451208HFF5W (TAG #01366)

3. RESOLVED, that the Board of Trustees approve the Agreement to Provide Learning Disabilities Teacher Consultant Services contract, from Carol LaStarza, to serve as a Child Study Team Consultant, when appropriate, at the rate of \$62.50 per hour and as outlined in the contract, as per attached.

Mr. Nelms seconded the motion and resolutions 1 through 3 were approved by a roll call vote. Dr. Selby, yes; Mr. Teufert, yes; Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Rapuano, yes

**EDUCATION**

Resolution #1 was removed

Mr. Teufert made a motion for resolutions 2-5 to be approved:

2. RESOLVED, that the Board of Trustees approve the following upcoming field trips:

Date	Event	Grade	Location	Chaperones	Cost
10/29, 11/13, 12/11, 1/8, 2/12, 3/11, 4/8, 5/13	Peer Mentoring Program	20 Misc. Students 6,7, 8	Sussex County Technical School	L. Palumbo, et.al. TBD	No cost to students or school; Sussex Tech provides bussing

3. RESOLVED, that the Board of Trustees grant use of the Sussex County Charter School for Technology buildings to the Parent-Teacher Organization (PTO) for the purpose of conducting meetings. Scheduling should be coordinated with the Executive Director.
4. RESOLVED, that the Board of Trustees approve a Fall Party for our students, on October 30<sup>th</sup>, from 7 to 9 PM. Admission for students will be two non-perishable items for donation to the county's needy. There will also be a room set aside for parents to meet and greet each other and share refreshments. Chaperones should be coordinated with the Executive Director. The party will be sponsored by the PTO.
5. RESOLVED, that the Board of Trustees grant curriculum approval for:

English Language Arts Grade 6  
English Language Arts Grade 7  
English Language Arts Grade 8

Math Grade 6  
Math Grade 7

Math Grade 8

Science Grade 6

Science Grade 7

Science Grade 8

Social Studies Grade 6

Social Studies Grade 7

Social Studies Grade 8

PE Grade 6

PE Grade 7

PE Grade 8

World Language Grade 6

World Language Grade 7

World Language Grade 8

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Dr. Rapuano seconded the motion and resolutions 2-5 were approved by a roll call vote.  
Dr. Selby, yes; Mr. Teufert, yes; Mrs. Blanchard, yes; Mr. Nelms, yes; Dr. Rapuano, yes

### **PERSONNEL**

Mr. Teufert made a motion for resolutions 1-3 to be approved.

1. RESOLVED, that the Board of Trustees approve the 2015-2016 employment contract, retroactively, for Robin Scheffler, to serve as Teacher of English Language Arts Literacy/Students with Disabilities, at the salary of \$49,913, plus \$3,000 Masters (Step 7 plus Masters).
2. RESOLVED, that the Board of Trustees approve the reimbursement of \$1,200, for a three credit course @ \$400 per credit, to Robin Scheffler, upon successful completion of the course, and as per attached.
3. RESOLVED, that the Board of Trustees approve the 2015-2016 employment contract for Suzanne Glanstein to serve as Maternity Leave Replacement (during SY2015-2016), for the position of Teacher of English Language Arts Literacy, at the salary of \$44,321, plus \$3,000 Masters (Step 1 plus Masters), beginning on Monday, October 26<sup>th</sup>, 2015.

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

**XII. OLD BUSINESS**

N/A

**XIII. PUBLIC PARTICIPATION – ANY ITEM**

N/A

**XIV. NEW BUSINESS**

N/A

**XV. BOARD MEMBER COMMENTS**

Dr. Selby indicated that the Board of Trustees will have special meetings in October and November:

Schedule of Special Meetings set up for the next 2 months to work on the items including the following points:

1. Matters dealing with student growth and achievement.
2. Charter renewal

<u>Day and Date</u>	<u>Time</u>
Monday , October 26, 2015	4:00 pm
Monday, November 23, 2015	4:00 pm

**XVI. CLOSED SESSION**

A motion was made by Mr. Nelms and seconded by Ms. Blanchard that the Board of Education adopts the following resolution:

BE IT RESOLVED, by the Sussex County Charter School for Technology on this 14<sup>th</sup> day of September at 7:53 PM, as follows:

1. The Board shall recess to closed session in accordance with the Open Public Meetings Law, N.J.S.A. 10:4-12b (1), (2), (6), (7) and (8). The general nature of the discussion will involve matters confidential by law, any investigations or tactics or techniques to protect persons or public property, negotiations, litigation, anticipated litigation and attorney-client matters.
2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies.
3. This resolution shall take effect immediately.
4. Action may be taken after closed session.

**XVII. RETURN TO OPEN SESSION**

The meeting was called to public session at 8:51 PM by Ms. Blanchard and seconded by Dr. Selby.

The following resolution was offered from the Board of Trustees coming out of the Closed Session:

**PERSONNEL**

Ms. Blancard made a motion for resolution 4 to be approved.

4. Recommend that the Board of Trustees approve George Molinet on a volunteer basis to assist Noreen Lazariuk, the Executive Director, with reviewing processes, procedures, systems and data analysis, and the preparation of the 2015 renewal application, and authorize her to grant temporary access to systems as she sees fit.

Dr. Selby seconded the motion and resolution 4 was approved by a roll call vote.

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

**XVIII. ADJOURMENT**

There being no further business to come before the Board, it was moved by Mr. Nelms and seconded by Mr. Teufert to adjourn at 8:54 p.m.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Richard Rennie  
Board Secretary