

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
January 16, 2019

CALL TO ORDER

President Rutledge called the meeting to order at 5:00 p.m. on Wednesday, January 16, 2019 at the Warren County Technical School, 1500 Route 57, Washington, NJ 07882.

Flag Salute – President Rutledge

Opening Statement – President Rutledge

Pursuant to the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6 et seq, the Board Secretary caused notice of this meeting to be given to the public and the press on November 16, 2018.

Roll Call – Board Secretary Hachlica

Present: Dr. Austin, Dr. Lamonte, Mr. McDonough, Mr. Rutledge and Mr. Shotwell

Also Present: Mr. Zalewski, Superintendent
Ms. Hachlica, Board Secretary
Nishali Rose, Attorney

Others Present: Approximately 45 members of the public.

Adopt the Meeting Agenda

Resolution 13557-19: Adopt the Meeting Agenda

On the motion of Mr. Shotwell, seconded by Dr. Austin, RESOLVED, that this Board adopts the Meeting Agenda for the January 16, 2019 meeting as published with any addenda.

VOICE VOTE: YEAS: 5

MOTION CARRIED

Resolution E640-19: Personnel, Negotiations and Legal Matters

On the motion of Mr. Shotwell, seconded by Dr. Austin, the Board moved into executive session at 5:01 p.m. by adopting the following resolution:

BE IT RESOLVED, by the Board of Education of the Warren County Technical School as follows:

- A. That the public be excluded from the attendance at a portion of this meeting for the reason that the following subject matter be discussed:
 - Legal Update
 - Student Safety Data System
- B. The Board may exclude the public from the meeting pursuant to N.J.S.A. 10:4-12, B3 & B8 of the Open Public Meetings Act.
- C. The matters discussed will be revealed to the public when the Board determines that such would not invade any right of privacy.
- D. Action may be taken.

VOICE VOTE: YEAS: 5

MOTION CARRIED

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Resolution E641-19: **Resume Regular Session**

On the motion of Mr. Shotwell, seconded by Dr. Austin, the Board reconvened into regular session at 5:32 p.m.

VOICE VOTE: YEAS: 5

MOTION CARRIED

Discussion

- **STUDENT RECOGNITION** - None
- **PUBLIC COMMENTS - Related to Agenda Items Only** - None
- **COMMUNICATIONS - Included in Board Packet** - None
- **SUPERINTENDENT'S REPORT** – Mr. Zalewski announced that there were 199 applications received for next school year. That is a record number of applicants. Warren County Community College gave brief presentation on some new things happening at the college. Spoke about the dual enrollment courses with the county high schools, the new annex and some new programs to help with costs for tuition and books.
- **HIB REPORT/SUSPENSIONS**
 - Two (2) HIB incidents were reported since the December Board Meeting.
 - Zero (0) in-school suspensions and one (1) out-of-school suspensions were reported since the December Board Meeting.
- **BOARD PRESIDENT'S REPORT** - None
- **DISCUSS EDUCATIONAL ISSUES** – Mr. Forsythe announced the Educator of the Year - Mr. Patrick Lilly and the Education Services Professional – Mr. Bobby Cammarota
- **NEW BUSINESS** - None

Minutes – Regular Meeting Minutes

Resolution 13558-19: **Approve Board Meeting Minutes as Listed Below**

On the motion of Mr. Shotwell, seconded by Dr. Austin, RESOLVED, that this Board approves the following resolutions as listed below:

Resolution 13559-19: **Approve December 19, 2018 Regular Meeting Minutes**

Resolution 13560-19: **Approve December 19, 2018 Regular Meeting Executive Session Minutes**

VOICE VOTE: YEAS: 4

ABSTAIN: Dr. Lamonte

MOTION CARRIED

Resolution 13559-19: **Approve December 19, 2018 Regular Meeting Minutes**

On the motion of Mr. Shotwell, seconded by Dr. Austin, RESOLVED, that this Board approves the Regular Meeting Minutes of December 19, 2018.

Resolution 13560-19: **Approve December 19, 2018 Regular Meeting Executive Session Minutes**

On the motion of Mr. Shotwell, seconded by Dr. Austin, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of December 19, 2018.

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FINANCE & FACILITIES

Resolution 13561-19: **Approve Finance & Facilities Resolutions as Listed Below**

On the motion of Dr. Austin, seconded by Mr. Shotwell, RESOLVED, that this Board approves the following finance and facilities resolutions as listed below:

- | | |
|------------------------------------|--|
| <u>Resolution 13562-19:</u> | Receive, Accept, and Approve December 2018 Financial Reports |
| <u>Resolution 13563-19:</u> | Board of Education's Monthly Certification of Major Account/Fund Status |
| <u>Resolution 13564-19:</u> | Approve Payment of Bills for January 2019 |
| <u>Resolution 13565-19:</u> | Approve Transfers for December 2018 |
| <u>Resolution 13566-19:</u> | Approve Settlement Agreement with Post-Secondary LPN Student |

ROLL CALL VOTE: YEAS: 5 ABSTAIN: Dr. Lamonte (on 13564-19) **MOTION CARRIED**

Resolution 13562-19: **Receive, Accept, and Approve December 2018 Financial Reports**

On the motion of Dr. Austin, seconded by Mr. Shotwell, RESOLVED, that the December 2018 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F1

Resolution 13563-19: **Board of Education's Monthly Certification of Major Account/Fund Status**

On the motion of Dr. Austin, seconded by Mr. Shotwell, RESOLVED, that the following Board of Education's Monthly Certification of Budgetary Major Account/Fund Status be approved: (1) Board of Education's Monthly Certification and (2) Budgetary Major Account/Fund Status

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, we certify that December 19, 2018, after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials that to the best of our knowledge, no major account or fund has been over expended. The district board of education has implemented adequate controls to prevent the over-expenditure of any funds or yearly deficit in major accounts in accordance with N.J.A.C. 6A:23A-16.10(c) 4.

Resolution 13564-19: **Approve Payment of Bills for January 2019**

On the motion of Dr. Austin, seconded by Mr. Shotwell, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for January 2019 in the amount of \$867,680.58.

Exhibit: F2

Resolution 13565-19: **Approve Transfers for December 2018**

On the motion of Dr. Austin, seconded by Mr. Shotwell, RESOLVED, that this Board approves the transfers of monies for the month December 2018.

Exhibit: F3

Resolution 13566-19: **Approve Settlement Agreement with Post-Secondary LPN Student**

On the motion of Dr. Austin, seconded by Mr. Shotwell, RESOLVED, that this Board approves the settlement agreement between Post-Secondary LPN Student and the Warren County Technical School.

Exhibit: F4

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PERSONNEL

Resolution 13567-19: **Approve Personnel Resolutions as Listed Below**

On the motion of Mr. Shotwell, seconded by Dr. Austin, RESOLVED, that this Board approves the following personnel resolutions as listed below:

Resolution 13568-19: **Employ Substitute Teachers for the 2018-2019 School Year**

Resolution 13569-19: **Employ Substitute School Nurse for the 2018-2019 School Year**

Resolution 13570-19: **Accept the Retirement Resignation of Judith Rasley, Effective April 1, 2019**

Resolution 13571-19: **Accept The Uniform State Memorandum of Agreement Between the Education and Law Enforcement Officials for 2019**

Resolution 13572-19: **Employ Extra Curricular Personnel for the 2018-2019 School Year**

Resolution 13573-19: **Employ Extra-Curricular Sports Personnel for the 2018-2019 School Year**

Resolution 13574-19: **Approve Substitute School Nurse Daily Rate**

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 13568-19: **Employ Substitute Teachers for the 2018-2019 School Year**

On the motion of Mr. Shotwell, seconded by Dr. Austin, RESOLVED, that this Board employs Substitute Teachers for the 2018-2019 school year for the period from August 28, 2018 to June 30, 2019 as follows:

Katie Ihrle Cassandra Soto Matthew Ponczek Jeff Kuhblank Dawn Wismer

Resolution 13569-19: **Employ Substitute School Nurse for the 2018-2019 School Year**

On the motion of Mr. Shotwell, seconded by Dr. Austin, RESOLVED, that this Board approves Maria Tamburro as a Substitute School Nurse for the 2018-2019 school year.

Resolution 13570-19: **Accept the Retirement Resignation of Judith Rasley, Effective April 1, 2019**

On the motion of Mr. Shotwell, seconded by Dr. Austin, RESOLVED that this Board accept the retirement resignation of Judith Rasley, Custodian, effective April 1, 2019.

Resolution 13571-19: **Accept The Uniform State Memorandum of Agreement Between the Education and Law Enforcement Official for 2019**

On the motion of Mr. Shotwell, seconded by Dr. Austin, RESOLVED, that this Board accepts the Uniform State Memorandum of Agreement between the Education and Law Enforcement Officials for 2019.

Attachment A

Resolution 13572-19: **Employ Extra Curricular Personnel for the 2018-2019 School Year**

On the motion of Mr. Shotwell, seconded by Dr. Austin, RESOLVED, that this Board employs extra-curricular personnel for the 2018-2019 school year for the period from August 28, 2018 to June 30, 2019 as follows:

<u>Employee</u>	<u>Extra-Curricular Personnel</u>	<u>Stipend</u>
P. Lilly	AM Student Monitor – Spring Semester	\$1,150
K. McCormick	AM Student Monitor – Spring Semester	\$1,150
M. Tamburro	AM Student Monitor – Spring Semester	\$1,150
L. Arnold	AM Student Monitor – Spring Semester	\$1,150

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Resolution 13573-19: Employ Extra-Curricular Sports Personnel for the 2018-2019 School Year

On the motion of Mr. Shotwell, seconded by Dr. Austin, RESOLVED, that this Board employs extra-curricular personnel for the 2018-2019 school year for the period from August 28, 2018 to June 30, 2019 as follows:

<u>Employee</u>	<u>Extra-Curricular Sports Personnel</u>	<u>Step</u>	<u>Stipend</u>
S. Connolly	Softball Coach – Girls’ Varsity	5	\$5,850
S. Petonak	Softball Coach – Girls’ JV	1	\$2,750
J. Tierney	Baseball Coach – Boys’ Varsity	5	\$5,850
G. Dowling	Baseball Coach – Boy’s JV	2	\$3,300

Resolution 13574-19: Approve Substitute School Nurse Rate Effective January 17, 2019

On the motion of Mr. Shotwell, seconded by Dr. Austin, RESOLVED, that this Board approves the Substitute School Nurse Rate of \$300 per day effective January 17, 2019. (Rate was previously \$200.00 per day)

TRAVEL

Resolution 13575-19: Approve Travel Resolutions as Listed Below

On the motion of Mr. Shotwell, seconded by Dr. Austin, RESOLVED, that this Board approves the following travel resolutions as listed below:

Resolution 13576-19: Approve Staff Professional Development Travel as Listed Below

Resolution 13577-19: Approve Field Trip Resolutions as Listed Below

ROLL CALL VOTE: YEAS: 4 ABSTAIN: Dr. Lamonte **MOTION CARRIED**

Resolution 13576-19: Approve Field Trip Resolutions as Listed Below

On the motion of Mr. Shotwell, seconded by Dr. Austin, RESOLVED, that this Board approves the Student Field Trip resolutions as listed below:

<u>Date</u>	<u>Destination</u>	<u>Instructor</u>	<u>Number Of Students</u>	<u>Purpose</u>	<u>Approx. Transp. Cost</u>
3-7-2019	Rutgers University	M. Tamburro	28	Health Science Career Fair	WCTS

Resolution 13577-19: Approve Staff Professional Development Travel as Listed Below

On the motion of Mr. Shotwell, seconded by Dr. Austin, RESOLVED, that this Board approves the staff professional development travel as listed below:

<u>Date</u>	<u>Name</u>	<u>Description/Reason</u>	<u>Approx. Cost</u>
1/11/2019	K. Wene	Sussex County Technical School Visit	\$0 + Mileage
1/11/2019	P. Colabella	Sussex County Technical School Visit	\$0 + Mileage
1/11/2019	J. Metroke	Sussex County Technical School Visit	\$0 + Mileage
1/16/2019	M. Czarnecki	Morris County Technical School Visit	\$0 + Mileage
1/16/2019	L. Arnold	Morris County Technical School Visit	\$0 + Mileage
1/16/2019	A. Noll	Morris County Technical School Visit	\$0 + Mileage
1/16/2019	D. Lamson	Morris County Technical School Visit	\$0 + Mileage
1/28/2019	P. Lilly	Wegman’s Food Market Woodbridge	\$0 + Mileage
1/24/2019	K. Sarte	SAT LAL & Social Studies College Board Assessment	\$149 + Mileage
1/24/2019	S. Connolly	SAT LAL & Social Studies College Board Assessment	\$149 + Mileage
2/21/2019	R. Cammarota	District Tech. Coordinator Training	\$0 + Mileage

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POLICY

ADDENDUM ITEMS

PUBLIC COMMENTS – Any topic not discussed earlier.

Policy #0167- PUBLIC PARTICIPATION IN BOARD MEETINGS

Section: Bylaws

Date Created: March, 2000

Date Edited: October, 2012

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

In order to permit the fair and orderly expression of such comment, the Board shall set aside a portion of every Board meeting, the length of the portion to be determined by the Board, for public comment on any school or school district issue that a member of the public feels may be of concern to the residents of the school district.

Public participation shall be governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, place of residence, and group affiliation, if appropriate;
2. Each statement made by a participant shall be limited to three (3) minutes' duration;
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
4. All statements shall be directed to the presiding officer; no participant may address or question Board members individually;
5. The presiding officer may:
 - a. Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;
 - b. Request any individual to leave the meeting when that person does not observe reasonable decorum;
 - c. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
 - d. Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and
 - e. Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.

- **Members of the community, LPN students and staff voiced concerns over the potential closing of the post secondary LPN program.**

ADJOURNMENT

Adjourn the Meeting

On the motion of Dr. Austin, seconded by Mr. Shotwell, the Board adjourned the meeting at 6:28 p.m.

Respectively Submitted,

Beth Hachlica

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Upcoming Dates of Interest:

January 21, 2019	School Closed for MLK Day
February 15 & 16, 2019	School Closed for President's weekend
February 20, 2019	Board of Education Meeting