

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
February 17, 2016

CALL TO ORDER

President Johnson-Demeter called the meeting to order at 5:00 p.m. on Wednesday, February 17, 2016 at the Warren County Technical School, 1500 Route 57, Washington, NJ 07882.

Flag Salute –President Johnson-Demeter

Opening Statement –President Johnson-Demeter

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 3, 2015.

Roll Call – Board Secretary Zalewski

Present: Dr. Lamonte, Mr. Roschewsk, Mr. Rutledge (Arrived at 5:03), Mr. Shotwell and Mrs. Johnson-Demeter

Also Present: Mr. Glowacky, Superintendent
Mr. Zalewski, Board Secretary
Ms. Rottenberg, Attorney

Others Present: Approximately 26 members of the public.

Adopt the Meeting Agenda

Resolution 12418-16: Adopt the Meeting Agenda

On the motion of Mr. Roschewsk, seconded by Mr. Shotwell, RESOLVED, that this Board adopts the Meeting Agenda for the January 20, 2016 meeting as published with any addenda.

VOICE VOTE: YEAS: 4

ABSENT: Mr. Rutledge (Arrived at 5:03)

MOTION CARRIED

Resolution E578-16: Personnel, Negotiations and Legal Matters

On the motion of Mr. Roschewsk, seconded by Mr. Shotwell, the Board moved into executive session at 5:02 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:
 - Negotiations Update
 - Legal Update
 - Contract Renewal Discussion Employee # 0409
 - Superintendent Goals
- 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: 4

ABSENT: Mr. Rutledge (Arrived at 5:03)

MOTION CARRIED

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Resolution E579-16: **Resume Regular Session**

On the motion of Mr. Shotwell, seconded by Mr. Roschewsk, the Board reconvened into regular session at 5:35 p.m.

VOICE VOTE: YEAS: 5

MOTION CARRIED

Discussion

- **RECOGNITION AWARD**
 - Mr. Pete Summers, Warren County Health Department Health Officer presented a recognition award to Ms. Tamburro for her students' participation in a Health Department simulation.
- **STUDENT RECOGNITION**
 - Mrs. Vogel introduced the Students of the Month
- **PUBLIC COMMENTS - Related to Agenda Items Only** – None.
- **COMMUNICATIONS** - None.
- **SUPERINTENDENT'S REPORT**
 - Mr. Glowacki discussed the Educate the Educator program with the National Guard.
- **HIB REPORT/SUSPENSIONS**
 - Four (4) HIB incidents were reported since the January Board Meeting.
 - Three (3) in-school suspensions and zero (0) out-of-school suspensions since the January Board Meeting.
- **BOARD PRESIDENT'S REPORT** – None.
- **DISCUSS EDUCATIONAL ISSUES**
 - Mr. Mylecraine discussed the scheduling change for the Business Management teacher to include public relations and recruiting responsibilities.
- **NEW BUSINESS**

Minutes – Regular Meeting Minutes

Resolution 12419-16: **Approve Board Meeting Minutes as Listed Below**

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

Resolution 12420-16: **Approve January 20, 2016 Regular Meeting Minutes**

Resolution 12421-16: **Approve January 20, 2016 Regular Meeting Executive Session Minutes**

VOICE VOTE: YEAS: 4

ABSTAIN: Mr. Shotwell

MOTION CARRIED

Resolution 12420-16: **Approve January 20, 2016 Regular Meeting Minutes**

On the motion of Mr. Roschewsk, seconded by Mr. Rutledge, RESOLVED, that this Board approves the Regular Meeting Minutes of January 20, 2016.

VOICE VOTE: YEAS: 4

ABSTAIN: Mr. Shotwell

MOTION CARRIED

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Resolution 12421-16: Approve January 20, 2016 Regular Meeting Executive Session Minutes

On the motion of Mr. Roschewski, seconded by Mr. Rutledge, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of January 20, 2016.

VOICE VOTE: YEAS: 4

ABSTAIN: Mr. Shotwell

MOTION CARRIED

FINANCE & FACILITIES

Resolution 12422-16: Approve Finance & Facilities Resolutions as Listed Below

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

- | | |
|------------------------------------|--|
| <u>Resolution 12423-16:</u> | Receive, Accept, and Approve January 2016 Financial Reports |
| <u>Resolution 12424-16:</u> | Board of Education's Monthly Certification of Major Account/Fund Status |
| <u>Resolution 12425-16:</u> | Approve Payment of Bills for February 2016 |
| <u>Resolution 12426-16:</u> | Approve Transfers for January 2016 |
| <u>Resolution 12427-16:</u> | Request Waiver of Requirements for Special Education Medicaid Initiative (SEMI) Program |
| <u>Resolution 12428-16:</u> | Appoint SSP Architectural Group as Architects of Record |
| <u>Resolution 12429-16:</u> | Approve SSP Architectural Group to Provide Architectural and Engineering Services |
| <u>Resolution 12430-16:</u> | Approve Bidding the Roof Replacement Project |
| <u>Resolution 12431-16:</u> | Approve Bidding the HVAC Upgrade Project |
| <u>Resolution 12432-16:</u> | Approve Transferring Funds to Capital Projects Fund for HVAC Project |
| <u>Resolution 12433-16:</u> | Approve Transferring Funds to Capital Projects Fund for Roof Project |

(Recommended by the Superintendent)

SEE VOTES FOLLOWING INDIVIDUAL RESOLUTIONS

Resolution 12423-16: Receive, Accept, and Approve January 2016 Financial Reports

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that the January 2016 financial reports of the Secretary and Treasurer be received, accepted, and approved.

(Recommended by the Superintendent)

Exhibit: F1

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

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Resolution 12424-16:

Board of Education's Monthly Certification of Major Account/Fund Status

On the motion of Mr. Rutledge, 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 January 31, 2016, 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.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12425-16:

Approve Payment of Bills for February 2016

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for February 2016 in the amount of \$828,579.26.

(Recommended by the Superintendent)

Exhibit: F2

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12426-16:

Approve Transfers for January 2016

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approves the transfers of monies for the month of January 2016.

(Recommended by the Superintendent)

Exhibit: F3

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12427-16

Request Waiver of Requirements for Special Education Medicaid Initiative (SEMI) Program

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, adopt the following resolution:

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2016-2017, and

Whereas, the Warren County Technical School Board of Education desires to apply for this waiver due to the fact that the district projects having fewer than 40 Medicaid eligible classified students

Now Therefore Be It Resolved, that the Warren County Technical School Board of Education hereby authorizes the Superintendent to submit to the Executive County Superintendent of Schools in the County of Warren an appropriate waiver of the requirements of NJAC6A23A-5.3 for the 2016-2017 school year.

(Recommended by the Superintendent)

Exhibit: F4

ROLL CALL VOTE: YEAS: 4

ABSTAIN: Dr. Lamonte

MOTION CARRIED

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Resolution 12428-16: **Appoint SSP Architectural Group as Architects of Record**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board appoint SSP Architectural Group as the architect of record to provide services on an as needed basis using the following hourly rates:

Principal \$165.00	Associate \$145.00
Architect/Project Manager \$130.00	Project Coordinator \$90.00
Designer \$75.00	Drafter \$75.00
Administrative Support \$55.00	

(Recommended by the Superintendent)

Exhibit: F5

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12429-16: **Approve SSP Architectural Group to Provide Architectural and Engineering Services**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approve SSP Architectural Group to provide the architectural and engineering services for the following projects:

HVAC Upgrade Project \$104,000.00
Library Roof Replacement \$11,500.00

(Recommended by the Superintendent)

Exhibit: F5

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12430-16: **Approve Bidding the Roof Replacement Project**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approve advertising and soliciting bids for the Library Roof Replacement Project SP#5460-050-14-1004-G04.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12431-16: **Approve Bidding the HVAC Upgrade Project**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approve advertising and soliciting bids for the HVAC Upgrades Project SP#5460-050-13-2001-G04.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

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Resolution 12432-16: **Approve Transferring Funds to Capital Projects Fund for HVAC Project**
On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approve transferring \$420,000 from Fund 12 to Fund 30 for the HVAC Upgrades Project SP#5460-050-13-2001-G04.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12433-16: **Approve Transferring Funds to Capital Projects Fund for Roof Project**
On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approve transferring \$63,996 from Fund 12 to Fund 30 for the Library Roof Replacement Project SP#5460-050-14-1004-G04.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

PERSONNEL

Resolution 12434-16: **Approve February 2016 Personnel Resolutions as Listed Below**
On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approves the following personnel resolutions as listed below:

Resolution 12435-16: **Employ Extra-Curricular Sports Personnel for the 2015-2016 School Year**
Resolution 12436-16: **Employ Extra-Curricular Personnel for the 2015-2016 School Year**
Resolution 12437-16: **Employ Home Instructors for the 2015-2016 School Year**
Resolution 12438-16: **Approve Following Staff to Provide Targeted Assistance Services to Identified Students as part of NCLB Grant**

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12435-16: **Employ Extra-Curricular Sports Personnel for the 2015-2016 School Year**
On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board employs extra-curricular personnel for the 2015-2016 school year for the period from August 31, 2015 to June 30, 2016 as follows:

<u>Last</u>	<u>First</u>	<u>Extra Curricular Sports Personnel</u>	<u>Step</u>	<u>Stipend</u>
Muller	Kenneth	Basketball Coach – Boys JV – Prorated	2	\$937.86
Banquecer	Christopher	Basketball Coach – Boys JV – Prorated	5	\$1,410.85
Tierney	Jeffrey	Baseball Coach – Boys Varsity	4	\$5,512
TBD		Baseball Coach –Boys JV		TBD
Connolly	Stefanie	Softball Coach – Girls Varsity	5	\$5,794
Muller	Kenneth	Softball Coach – Girls JV	5	\$4,865

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

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Resolution 12436-16: Employ Extra-Curricular Personnel for the 2015-2016 School Year

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board employs extra-curricular personnel for the 2015-2016 school year for the period from August 31, 2015 to June 30, 2016 as follows:

<u>Last</u>	<u>First</u>	<u>Extra Curricular Personnel</u>	<u>Stipend</u>
Lilly	Patrick	AM Student Monitor – Spring Semester	\$1,129.00
Segreaves	Ross	AM Student Monitor – Spring Semester	\$1,129.00
Muller	Ken	Bowling Club – Prorated 2 Months	\$ 609.75

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12437-16: Employ Home Instructors for the 2015-2016 School Year

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board employs the following home instructor for the 2014-2015 school year effective from September 1, 2015 through June 30, 2016 at the rate of pay of \$25.00 per hour on an as needed basis:

Amanda Engel

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12438-16: Approve Following Staff to Provide Targeted Assistance Services to Identified Students as part of NCLB Grant

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approves the following staff members to provide on-line and one-on-one tutoring for identified students who opt for services and have an application on file. This service is provided by the Targeted Assistance Services (TAS) specified in the No Child Left Behind (NCLB) Act of 2001. The rate of pay for tutoring will be \$33.00 per hour. Account 20-231-100-1000-FF16.

Michele Beneducci
Gerard Bossard
Patricia Colabella
Stefanie Connolly
Rena Cornella
Katherine Ihrle

Maryann Czarnecki
Ellen LePera
David Lettire
Kim McCormick
Lori Miller

Elizabeth Riley
Laurel Osborn
Connie Piccola
Jasmine Slowik
Jay Werkheiser

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

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TRAVEL

Resolution 12439-16: Approve Travel Resolutions as Listed Below

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

Date	Destination	Instructor	Number Of Students	Purpose	Approximate Transportation Cost
*1/27/16	St. Philip & James Church	Fran Tomeo	10	Community Service Project	WCTS
*1/27/16	St. Philip & James Church	Lenore Arnold	10	Attending Project Homeless	WCTS
2/21/16	Rutgers University	Jeff Tierney / Katie Ihrle	12	Team Building	WCTS
2/23/16	WC Correctional Facility	Bob Wheatley	9	Hands on experience touring the facility	WCTS
2/25/16	Gloucester Tech	Patty Seugling	6	Skills Audio & Broadcast Competition	WCTS
3/2/16	Monroe Career	Sam Akin	2	Welding Competition	WCTS
3/4/16	Mercer Tech	Lenore Arnold	15	Skills Child Dev Demo	WCTS
3/5/16	Camden Tech	Sam Akin	1	Skills Welding Competition	WCTS
3/12/16	Gloucester Tech	Bob Wheatley / Pat Lilly	10	Skills L&PS, Fire Science, Baking	WCTS
3/19/16	Gloucester Tech	Maria Tamburro	6	Skills Medical Terminology, Health Occupations	WCTS
3/22/16	Bordentown	Brad Bartow	1	Skills Masonary Competition	WCTS
4/9/16	Sussex Tech	Jeff Tierney	8	Skills Business, Science, Auto Maintenance	WCTS
4/13/16	NYC Theatre District	Randy Bobish	19	View a professional Broadway production	\$780
4/16/16	Garden State Exhibit Center	Ray Gara	65	Skills USA Main Event	\$525 per bus 2 busses

* Paper work received after cutoff date for Board agenda.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSTAIN: Dr. Lamonte

MOTION CARRIED

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
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POLICY

Resolution 12440-16: **Approve on Second Reading Revisions to the Board Policy Manual**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves on second reading revisions to the Board Policy Manual as follows:

8550	Outstanding Food Service Charges
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(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

OTHER NEW BUSINESS

Resolution 12441-16: **Approve ESEA Accountability Action Plan Assurances Participation Rate**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves ESEA Accountability Action Plan Assurances Participation Rate.

Exhibit: A

- Mr. Roschewsk questioned why the onus was put on the districts to require participation in the PARCC testing. Dr. Lamonte responded and a conversation ensued.

ROLL CALL VOTE: YEAS: 3

ABSTAIN: Dr. Lamonte, Mr. Roschewsk

MOTION CARRIED

Resolution 12442-16: **Approve Memorandum of Agreement with the WTEA**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the Memorandum of Agreement with the Warren Tech Education Association dated February 9, 2016.

Exhibit: B

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

ADDENDUM ITEMS

Resolution 12443-16: **Accept Additional Secondary Perkins Funds for the 2015-2016 School Year**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board accepts additional Secondary Perkins Funds in the amount of \$5,697. For the 2015-2016 school year.

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
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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.
- Two previous graduates stated that they were observing the Board of Education and currently observing classes.
 - A parent questioned the Board on when they discuss the items on the agenda, since they seem to support motions without discussion. Mrs. Johnson-Demeter responded that many of the items are routine and do not require discussion.
 - Ms. Arnold updated the Board on the Child Development program.
 - A parent questioned the cancelation of the class trip. Mr. Glowacky responded that the staff was looking at an alternative day trip.

ADJOURNMENT

Adjourn the Meeting

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, the Board adjourned the meeting at 6:25 p.m.

Upcoming Dates of Interest:

March 2, 2016 5:00 p.m. Budget Meeting

March 16, 2016 5:00 p.m. Executive Session 5:30 p.m. Regular Session