

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
March 18, 2015

CALL TO ORDER

President Johnson-Demeter will called the meeting to order at 4:00 p.m. on Wednesday, March 18, 2015 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 March 13, 2015.

Roll Call – Board Secretary Zalewski

Present: Dr. Lamonte, Mr. Roschewsk, Mr. Rutledge (arrived at 4:30), Mr. Shotwell and Mrs. Johnson-Demeter

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

Others Present: 1 member of the public.

Adopt the Meeting Agenda

Resolution 12018-15: Adopt the Meeting Agenda

On the motion of Mr. Roschewsk, seconded by Dr. Lamonte, RESOLVED, that this Board adopts the Meeting Agenda for the March 18, 2015 meeting as published with any addenda.

VOICE VOTE: YEAS: 4

ABSENT: Mr. Rutledge

MOTION CARRIED

Resolution E549-15: Personnel, Negotiations and Legal Matters

On the motion of Mr. Shotwell, seconded by Mr. Roschewsk, the Board moved into executive session at 4:03p.m. by adopting the following resolution:

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

- That the public be excluded from the attendance at a portion of this meeting for the reason that the following subject matter be discussed:
 - HIB Appeal
 - Employee #0699 Discussion
 - Employee #0641 Discussion
- 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

MOTION CARRIED

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Resolution E550-15: Resume Regular Session

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

VOICE VOTE: YEAS: 5

MOTION CARRIED

Discussion

- **PUBLIC COMMENTS - Related to Agenda Items Only**
- **COMMUNICATIONS**
- **SUPERINTENDENT'S REPORT**
- **HIB REPORT/SUSPENSIONS**
 - Two (2) incidents were reported since the February Board Meeting.
 - Two (2) in-school suspensions and one (1) out of school suspension since the February Board Meeting.
- **BOARD PRESIDENT'S REPORT**
- **DISCUSS EDUCATIONAL ISSUES**
- **NEW BUSINESS**

F. Minutes – Regular Meeting Minutes

Resolution 12019-15: Approve March 4, 2015 Regular Meeting Minutes

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, RESOLVED, that this Board approves the Regular Meeting Minutes of March 4, 2015.

VOICE VOTE: YEAS: 4

ABSTAIN: Dr. Lamonte

MOTION CARRIED

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FINANCE

Resolution 12020-15: **Approve February 2015 Finance Resolutions as Listed Below**

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

- Resolution 12021-15:** **Receive, Accept, and Approve February 2015 Financial Reports**
Resolution 12022-15: **Board of Education's Monthly Certification of Major Account/Fund Status**
Resolution 12023-15: **Approve Payment of Bills for March 2015**
Resolution 12024-15: **Approve Transfers for February 2015**
Resolution 12025-15: **Accept Bids for Window Replacement Project**
Resolution 12026-15: **Award the Window Replacement Project and Alternates as Identified Below to Coopersmith Bros. Inc.**
Resolution 12027-15: **Authorizing Execution and Delivery of the Grant Agreement for Window Replacement Project**
Resolution 12028-15: **Delegation of Authority to School Business Administrator for Supervision of School Facilities Project for Window Replacement Project**
Resolution 12029-15: **Authorizing Execution and Delivery of the Grant Agreement for Toilet Renovation Project**
Resolution 12030-15: **Delegation of Authority to School Business Administrator for Supervision of School Facilities Project for Toilet Renovation Project**
Resolution 12031-15: **Authorizing Execution and Delivery of the Grant Agreement for Roof Replacement Project**
Resolution 12032-15: **Delegation of Authority to School Business Administrator for Supervision of School Facilities Project for Roof Replacement Project**
Resolution 12033-15: **Authorizing Execution and Delivery of the Grant Agreement for HVAC Upgrades**
Resolution 12034-15: **Delegation of Authority to School Business Administrator for Supervision of School Facilities Project for HVAC Upgrades Project**

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12021-15: **Receive, Accept, and Approve February 2015 Financial Reports**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that the February 2015 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 12022-15:

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:

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

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, we certify that February 28, 2015, 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)

Exhibit: F2

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12023-15:

Approve Payment of Bills for March 2015

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 March in the amount of \$894,304.40.

(Recommended by the Superintendent)

Exhibit: F3

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12024-15:

Approve Transfers for February 2015

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approves the transfers of monies for the month of February 2015.

(Recommended by the Superintendent)

Exhibit: F4

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

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Resolution 12025-15: Accept Bids for Window Replacement Project

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board reject the following bids for the Window Replacement Projects for being over budget:

Bidder	Base Bid Front Section of Building including ramp and Gym	Alternate A Shop Section of Building	Alternate B Auto Shop Roll up Doors	Total Base and Alternates
Coopersmith Bros. Inc.	\$725,000	\$580,000	\$62,000	\$1,367,000
DeSapio Construction, Inc.	\$897,800	\$573,800	\$90,115	\$1,561,715
Panoramic Window & Door Systems	\$1,039,000	\$773,000	\$27,000	\$1,839,000

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12026-15: Award the Window Replacement Project and Alternates as Identified Below to Coopersmith Bros. Inc.

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board awards the Cafeteria Expansion Bid and the listed alternates _____ pending Board Attorney review and approval. Please see the additional information below for the explanation of the recommendation.

Base Bid #1	Window replacement Section 1	\$725,000
Alt. Bid A	Window Replacement Section 2	\$580,000
Alt. Bid B	Overhead Coiling Door Replacement	\$62,000
Total of Award		\$1,367,000

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

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Resolution 12027-15: **Authorizing Execution and Delivery of the Grant Agreement for Window Replacement Project**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board authorizes the execution and delivery of grant agreement for Window replacement project DOE Project #:5460-050-13-2003, SDA Project #:5460-050-13-G3BI, Grant #: G5-6132.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12028-15: **Delegation of Authority to School Business Administrator for Supervision of School Facilities Project for Window Replacement Project**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board authorizes the Delegation of Authority to School Business Administrator for Supervision of School Facilities Project for Window Replacement Project DOE Project #:5460-050-13-2003, SDA Project #:5460-050-13-G3BI, Grant #: G5-6132.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12029-15: **Authorizing Execution and Delivery of the Grant Agreement for Toilet Renovation Project**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board authorizes the execution and delivery of grant agreement for Toilet Renovation project DOE Project #:5460-050-13-2002, SDA Project #:5460-050-13-G3BF, Grant #: G5-6129.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12030-15: **Delegation of Authority to School Business Administrator for Supervision of School Facilities Project for Toilet Renovation Project**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board authorizes the Delegation of Authority to School Business Administrator for Supervision of School Facilities Project for Toilet Renovation project DOE Project #:5460-050-13-2002, SDA Project #:5460-050-13-G3BF, Grant #: G5-6129.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

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Resolution 12031-15: **Authorizing Execution and Delivery of the Grant Agreement for Roof Replacement Project**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board authorizes the execution and delivery of grant agreement for Roof replacement project DOE Project #:5460-050-13-2004, SDA Project #:5460-050-13-G3BG, Grant #: G5-6130.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12032-15: **Delegation of Authority to School Business Administrator for Supervision of School Facilities Project for Roof Replacement Project**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board authorizes the Delegation of Authority to School Business Administrator for Supervision of School Facilities Project for Roof replacement project DOE Project #:5460-050-13-2004, SDA Project #:5460-050-13-G3BG, Grant #: G5-6130.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12033-15: **Authorizing Execution and Delivery of the Grant Agreement for HVAC Upgrades**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board authorizes the execution and delivery of grant agreement for HVAC Upgrades. DOE Project #:5460-050-13-2001, SDA Project #:5460-050-13-G3BH, Grant #:G5-6131.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12034-15: **Delegation of Authority to School Business Administrator for Supervision of School Facilities Project for HVAC Upgrades Project**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board authorizes the Delegation of Authority to School Business Administrator for Supervision of School Facilities Project for HVAC Upgrades. DOE Project #:5460-050-13-2001, SDA Project #:5460-050-13-G3BH, Grant #:G5-6131.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

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PERSONNEL

Resolution 12035-15: **Approve March 2015 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 12036-15:** **Employ Bradley Bartow as Project Manager for the Cafeteria Expansion Project**
Resolution 12037-15: **Employ Matthew Dell Elba as Long term Substitute for Maryanne Czarnecki**
Resolution 12038-15: **Employ CIE Students for the 2014-2015 School Year**
Resolution 12039-15: **Appoint Ellen LePera as Mentor for Amanda Engel, Special Education Instructor**

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12036-15: **Employ Bradley Bartow as Project Manager for the Window Replacement Project**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board employs Bradley Bartow as the Project Manager for the Window Replacement Project at an hourly rate of \$80.00 not to be in conjunction with normal working hours.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12037-15: **Employ Matthew Dell Elba as Long term Substitute for Maryanne Czarnecki**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approve Matthew Dell Elba as a long term substitute at Step BA1 for Maryanne Czarnecki effective after 20 days of substituting as her replacement teacher.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12038-15: **Employ CIE Students for the 2014-2015 School Year**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board authorizes the CSA to employ CIE students to work with technology and maintenance personnel during the period from January 1, 2015 to June 30, 2015 at the rate of \$8.50 per hour. Hours worked will be on an as-needed basis preapproved by the Superintendent or Business Administrator.

Technology: Evan Markowitz

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

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Resolution 12039-15: **Appoint Ellen LePera as Mentor for Amanda Engel, Special Education Instructor**
On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board appoints Ellen LePera as mentor for Amanda Engel, Special Education Instructor, from February 2015 to February 2016.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

TRAVEL

Resolution 12040-15: **Approve Proposed Field Trips for the 2014-2015 School Year**
On the motion of Mr. Roschewsk, seconded by Mr. Rutledge, RESOLVED, that this Board approves the following proposed Field Trips for the 2014-2015 school year:

Date	Destination	Instructor	Number Of Students	Purpose	Approximate Transportation Cost
3/18/15*	NJIT	Sean McGeough	3	Panasonic CDC Oral Presentation	WCTS
3/21/15	Cumberland Tech	John Mylecraine	6	Skills USA	WCTS
3/24/15	Intl. Masonry Institute	John Mylecraine	1	Skills USA	WCTS
3/25/15	Mercer County Tech	John Mylecraine	6	Skills USA	WCTS
3/26/15	Warren County College	P. Seugling	32	Workshop Learning Techniques	Walking
3/26 & 3/27	WCCC	Amanda Noll	67	Art Workshops Art show	Walking
3/28/15	Hudson Tech	John Mylecraine	6	Skills USA	WCTS
4/18/15	GCIT	John Mylecraine	10	Skills USA	WCTS
5/2/15	Somerset Holiday Inn	John Mylecraine	55	Skills USA State Championships	WCTS & \$1089.87
5/12/15	NJSP Museum	Bob Wheatley	16	Tour and learn history of organization	WCTS
5/19/15	9/11 Museum	Bob Wheatley	83	To experience American History through display at museum	\$576.99 per bus (will need 2 buses)

*** Paper work received after cutoff date for Board agenda.**

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSTAIN: Dr. Lamonte

MOTION CARRIED

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POLICY

OTHER NEW BUSINESS

Resolution 12041-15: **Approve the Other New Business Resolutions as Listed Below**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the following new business resolutions:

Resolution 12042-15: **Approve High School Calendar for 2015-2016 School Year**

Resolution 12043-15: **Approve Establishing Graham Packaging Apprenticeship Program**

Resolution 12044-15: **Approve Sam Akin to work as Instructor in Apprenticeship Program**

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12042-15: **Approve High School Calendar for 2015-2016 School Year**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the calendar for the high school for the 2015-2016 school year as indicated in the Exhibit.

(Recommended by the Superintendent)

Exhibit: A

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12043-15: **Approve Establishing Graham Packaging Apprenticeship Program**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the establishment of an Apprenticeship Program for Graham Packaging. Program is expected to run 2 days per week for 12 weeks. Tuition will be \$750 for each 72 hour class and \$375 per 36 hour class.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

Resolution 12044-15: **Approve Sam Akin to work as Instructor in Apprenticeship Program**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves Sam Akin as instructor for the Graham Packaging Apprenticeship Program at the rate of \$30.00 per hour. Number of hours and schedule to be approved by the Apprenticeship Coordinator.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
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ADDENDUM

Resolution 12045-15: **Reaffirm Finding of HIB/Anti-Bully Report Resolution 12011-15**

On the motion of Mr. Shotwell, seconded by Mr. Roschewski, RESOLVED, that this Board after hearing from the Administration on February 18, 2015 and the parent of the student on March 18, 2015 and reviewing the documentation provided concerning the identification of the HIB/Anti-Bullying findings regarding student number 10414, this Board reaffirms its February 18, 2015 decision that the issue is not classifiable as a HIB.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

PUBLIC COMMENTS – Any topic not discussed earlier.

Policy #0167- PUBLIC PARTICIPATION IN BOARD MEETINGS

Section: Bylaws

Date Created: March, 2000

Date Edited: September, 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.

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ADJOURNMENT

Adjourn the Meeting

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, the Board adjourned the meeting at 5:41 p.m.

Upcoming Dates of Interest:

March 25, 2015	Board of School Estimate - County Administration Building	6:00 p.m.
April 22, 2015	4th Wednesday BOE Meeting	5:00 p.m. Executive Session 5:30 p.m. Regular Session