

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**April 12, 2017**

**CALL TO ORDER**

President Roschewsk called the meeting to order at 4:30 p.m. on Wednesday, April 12, 2017 at the Warren County Technical School, 1500 Route 57, Washington, NJ 07882.

**Flag Salute** –President Roschewsk

**Opening Statement** –President Roschewsk

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 April 8, 2017.

**Roll Call** – Board Secretary Zalewski

**Present:** Mrs. Johnson-Demeter, Dr. Lamonte (Arrived 4:40), Mr. Roschewsk, Mr. Rutledge and Mr. Shotwell

**Also Present:** Mr. Glowacky, Superintendent  
Mr. Zalewski, Board Secretary  
Mr. Castellucci Jr., Attorney

**Others Present:** Approximately 8 members of the public.

**Adopt the Meeting Agenda**

**Resolution 12937-17: Adopt the Meeting Agenda**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board adopts the Meeting Agenda for the April 12, 2017 meeting as published with any addenda.

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

**Resolution E602-17: Personnel, Negotiations and Legal Matters**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, the Board moved into executive session at 4:32 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
  - Staff Evaluations
- 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: Dr. Lamonte

MOTION CARRIED

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**Resolution E603-17:**                    **Resume Regular Session**

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, the Board reconvened into regular session at 5:30 p.m.

VOICE VOTE: YEAS: 5

MOTION CARRIED

**Discussion**

- **STUDENT RECOGNITION – None.**
- **PUBLIC COMMENTS - Related to Agenda Items Only - None**
- **COMMUNICATIONS- None**
- **SUPERINTENDENT’S REPORT - Mr. Glowacky discussed the new Driver’s License reader in the lobby.**
- **HIB REPORT/SUSPENSIONS**
  - One (1) HIB incident was reported since the March Board Meeting.
  - Zero (0) in-school suspensions and two (2) out-of-school suspensions since the March Board Meeting.
- **BOARD PRESIDENT’S REPORT**
  - Mr. Roschewsk had no report but asked the other members if they had anything to say.
  - Mrs. Johnson-Demeter wanted to clarify that at a previous meeting she suggested a Landscaping and Horticulture program and not Agriculture. Mr. Glowacky stated that the Agriculture program includes Landscaping and Horticulture among many other areas.
  - Mrs. Johnson-Demeter questioned the number of theater students in the spring play.
  - She asked Mr. Zalewski what the plan was to increase the number of substitutes, he responded that there is a resolution to increase the rate of pay along with the increase in advertising for the new substitutes.
- **DISCUSS EDUCATIONAL ISSUES**
  - Mr. Glowacky discussed the potential new Agriculture program.
- **NEW BUSINESS – None.**

**Minutes – Regular Meeting Minutes**

**Resolution 12938-17:**                    **Approve Board Meeting Minutes as Listed Below**

On the motion of Mr. Shotwell, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the following resolutions as listed below:

**Resolution 12939-17:**                    **Approve March 15, 2017 Regular Meeting Minutes**

**Resolution 12940-17:**                    **Approve March 15, 2017 Regular Meeting Executive Session Minutes**

VOICE VOTE: YEAS: 5

MOTION CARRIED

**Resolution 12939-17:**                    **Approve March 15, 2017 Regular Meeting Minutes**

On the motion of Mr. Shotwell, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the Regular Meeting Minutes of March 15, 2017.

VOICE VOTE: YEAS: 5

MOTION CARRIED

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**Resolution 12940-17:**                    **Approve March 15, 2017 Regular Meeting Executive Session Minutes**

On the motion of Mr. Shotwell, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of March 15, 2017.

VOICE VOTE: YEAS: 5

MOTION CARRIED

**FINANCE & FACILITIES**

**Resolution 12941-17:**                    **Approve Finance & Facilities Resolutions as Listed Below**

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

**Resolution 12942-17:**                    **Receive, Accept, and Approve March 2017 Financial Reports**

**Resolution 12943-17:**                    **Board of Education's Monthly Certification of Major Account/Fund Status**

**Resolution 12944-17:**                    **Approve Payment of Bills for March 2017**

**Resolution 12945-17:**                    **Approve Transfers for March 2017**

**Resolution 12946-17:**                    **Approve Maximum Travel Expenses for 2017-2018**

**Resolution 12947-17:**                    **Approve Contracting With Great Meadows Design Group, LLC**

(Recommended by the Superintendent)

SEE VOTES FOLLOWING INDIVIDUAL RESOLUTIONS

**Resolution 12942-17:**                    **Receive, Accept, and Approve March 2017 Financial Reports**

On the motion of Mr. Shotwell, seconded by Mrs. Johnson-Demeter, RESOLVED, that the March 2017 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

**Resolution 12943-17:**                    **Board of Education's Monthly Certification of Major Account/Fund Status**

On the motion of Mr. Shotwell, seconded by Mrs. Johnson-Demeter, 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 March 31, 2017, 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

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**Resolution 12944-17:**                    **Approve Payment of Bills for March 2017**

On the motion of Mr. Shotwell, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for March 2017 in the amount of \$828,420.95.

(Recommended by the Superintendent)

Exhibit: F2

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**Resolution 12945-17:**                    **Approve Transfers for March 2017**

On the motion of Mr. Shotwell, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the transfers of monies for the month of March 2017.

(Recommended by the Superintendent)

Exhibit: F3

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**Resolution 12946-17:**                    **Approve Maximum Travel Expenses for 2017-2018**

On the motion of Mr. Shotwell, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the maximum travel expenses for the 2017-2018 school year of \$12,600.00.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSTAIN: Dr. Lamonte

MOTION CARRIED

**Resolution 12947-17:**                    **Approve Contracting With Great Meadows Design Group, LLC.**

On the motion of Mr. Shotwell, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves contracting with Great Meadows Design Group, LLC. for Engineering Services for Security Upgrades for \$18,250 plus incidentals based on the defined project scope contained in the proposal #P17016.

(Recommended by the Superintendent)

Exhibit: F4

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

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**PERSONNEL**

- Mrs. Johnson-Demeter questioned the Bowling Club approval at this late date. Mr. Glowacky and the Board had a discussion concerning the process of club approvals and the timing of the approval.

**Resolution 12948-17:**                      **Approve Personnel Resolutions as Listed Below**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Rutledge, RESOLVED, that this Board approves the following personnel resolutions as listed below:

**Resolution 12949-17:**                      **Employ Extra-Curricular Personnel for the 2016-2017 School Year**

**Resolution 12950-17:**                      **Employ Substitute School Bus Drivers for Student Field Trips**

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**Resolution 12949-17:**                      **Employ Extra-Curricular Personnel for the 2016-2017 School Year**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Rutledge, RESOLVED, that this Board employs extra-curricular personnel for the 2016-2017 school year for the period from August 31, 2016 to June 30, 2017 as follows:

<u>Last</u>	<u>First</u>	<u>Extra-Curricular Personnel</u>	<u>Stipend</u>
Muller	Ken	Bowling Club	\$ 813.00

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**Resolution 12950-17:**                      **Employ Substitute School Bus Drivers for Student Field Trips**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Rutledge, RESOLVED, that this Board employs Substitute School Bus Drivers to transport students for student field trips from September 1, 2016 through June 30, 2017 at the rate of \$20.00 per hour as follows:

Sam Akin              Tammy Burrows

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**TRAVEL**

**Resolution 12951-17:**                      **Approve Travel Resolutions as Listed Below**

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

**Resolution 12952-17:**                      **Approve Field Trip Resolutions as Listed Below**

**Resolution 12953-17:**                      **Approve Staff Professional Development Travel as Listed Below**

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSTAIN: Dr. Lamonte

MOTION CARRIED

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**Resolution 12952-17:                    Approve Field Trip Resolutions as Listed Below**

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

<b>Date</b>	<b>Destination</b>	<b>Instructor</b>	<b>Number Of Students</b>	<b>Purpose</b>	<b>Approximate Transportation Cost</b>
*04/12/2017	Adobo Latin Kitchen	N. Lara	39	Expose students to music and dance from other countries.	\$523.04
04/28/2017	Philadelphia Ship Yard	S. Akin	13	To learn about Welding/Fabricating ships that are 800' long	WCTS
05/18/2017	NJSP Museum	B. Wheatley	10	Networking	WCTS
05/23/2017	Forest Lodge	R. Gara	28	Skills Student Meeting	WCTS
05/31/2017	NJ Convention Center	R. Gara	12	Construction Industry Career Day	WCTS
6/10/2017	TCNJ	B. Wheatley	25	Special Olympics Summer Games	WCTS
6/19/2017	Louisville, KY	R. Gara	10(approx.)	Skills USA National Competition	WCTS

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

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSTAIN: Dr. Lamonte

MOTION CARRIED

**Resolution 12953-17:                    Approve Staff Professional Development Travel as Listed Below**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the staff professional development travel as listed below:

<b>Date</b>	<b>Name</b>	<b>Description/Reason</b>	<b>Approx. Cost</b>
04/03/17	R. Dennis	CPR Re-Certification	\$0 + Mileage
04/26/2017	K. Sarte	NJ Center for Tourette's Syndrome	\$0 + Mileage
06/07-06/09	E. Zalewski	NJASBO Conference	\$750 + Mileage

**\*Staff members must submit travel report and mileage report to business office prior to receiving payment.**

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSTAIN: Dr. Lamonte

MOTION CARRIED

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**POLICY**

Mrs. Johnson-Demeter questioned the minimum number of credits required for graduation. The state requires 120 but the policy lists 170 credits as the minimum. Mr. Glowacky responded that our student have more access to credits and we should require more and we can always approve a student to graduate with less.

**Resolution 12954-17:**                    **Approve on First Reading Revisions to the Board Policy Manual**

On the motion of Mr. Shotwell, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves on First reading revisions to the Board Policy Manual as follows:

0000.01	Introduction (M) (Revised)
0000.02	Introduction (M) (Revised)
0000.03	Introduction (M) (Revised)
P 2320	Independent Study Programs (Abolished)
P 2415.06	Unsafe School Choice Option (M) (Revised)
P&R 2460	Special Education (M) (Revised)
R 2460.8	Special Education – Free and Appropriate Public Education
R 2460.15	Special Education – In Service Training Needs for Professional and Paraprofessional Staff
R 2460.16	Special Education – Instructional Material to Blind or Print-Disabled Students
P 2464	Gifted and Talented Students (M) (Revised)
P 2467	Surrogate Parents and Foster Parents (M) (Revised)
P 2622	Student Assessment (M) (Revised)
P & R 3160	Physical Examination (M) (Revised)
P & R 4160	Physical Examination (M) (Revised)
P & R 5116	Education of Homeless Children (Revised)
P 5460	High School Graduation (M) (Revised)
P 5465	Early Graduation (M) (Abolished)
P 7446	School Security Program (New)
P 8350	Records Retention (New)

(Recommended by the Superintendent)

Exhibit B

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**OTHER NEW BUSINESS**

**Resolution 12955-17:**                    **Approve Civil Rights Data Collection for the 2015-2016 school year.**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the Civil Rights Data Collection for the 2015-2016 school year.

(Recommended by the Superintendent)

Exhibit C

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

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**Resolution 12956-17:**            **Approve Special Education Assurance Statement for the 2016-2017 school year.**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approves the NJDOE of Special Education Programs Assurance Statement for the 2016-2017 school year.

(Recommended by the Superintendent)

Exhibit D

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

**OLD BUSINESS**

**ADDENDUM ITEMS**

**Resolution 12957-17:**            **Approve Substitute Instructors Rate Effective April 24, 2017.**

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, RESOLVED, that this Board approves the Substitute Instructor Rate of \$100 per day effective April 24, 2017. (Rate was previously \$90 per day)

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 5                      MOTION CARRIED

**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



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- e. Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.
- The PTA representative reminded the Board that the Tricky Tray is scheduled for April 28<sup>th</sup>.
- Mr. Yarusinsky suggested the administration consider working with sending districts when there is low enrollment in programs.

**ADJOURNMENT**

**Adjourn the Meeting**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, the Board adjourned the meeting at 6:34p.m.

**Upcoming Dates of Interest:**

May 17, 2017	5:00 p.m. Executive Session	5:30 p.m. Regular Session
June 20, 2017	6:00 p.m. Graduation	
June 21, 2017	5:00 p.m. Executive Session	5:30 p.m. Regular Session

Respectively Submitted,

*Edmund Zalewski*