

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**April 16, 2014**

**CALL TO ORDER**

President Johnson-Demeter called the meeting to order at 5:00 p.m. on Wednesday, April 16, 2014 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 6, 2013.

**Roll Call** – Board Secretary Zalewski

**Present:** Rosalie Lamonte, Rob Roschewsk, Gus Rutledge, David Shotwell and Ellen Johnson-Demeter

**Also Present:** Robert Glowacky, Chief School Administrator  
Edmund Zalewski, Board Secretary  
Bruce Jones, Attorney

**Others Present:** Approximately 9 members of the public.

**Adopt the Meeting Agenda**

**Resolution 11645-14: Adopt the Meeting Agenda**

On the motion of Mr. Shotwell, seconded by Mr. Roschewsk, RESOLVED, that this Board adopts the Meeting Agenda for the April 16, 2014 meeting as published with any addenda.

VOICE VOTE: YEAS: 5

**MOTION CARRIED**

**Resolution E525-14: Personnel, Negotiations and Legal Matters**

On the motion of Mr. Roschewsk, seconded by Mr. Shotwell, the Board moved into executive session at 5:01p.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:  
No Items discussed
- 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 E526-14:                      Resume Regular Session**

On the motion of Mr. Roschewsk, seconded by Mr. Rutledge, the Board reconvened into regular session at 5:36 p.m.

VOICE VOTE: YEAS: 5

**MOTION CARRIED**

**Discussion**

**1. PUBLIC COMMENTS - Related to Agenda Items Only**

**2. COMMUNICATIONS**

- Renee Couvrette of the Blairstown Sycamore Park Playground Project has notified us that Warren Tech will be recognized as a Gold sponsor of the Playground Project. Warren Tech students, under the direction of Carpentry Instructor Brad Bartow and Culinary Instructor Pat Lilly, volunteered their services with this project.

**3. SUPERINTENDENT'S REPORT**

- Mrs. Vogel introduced the Students of the Month for March as follows:
  - Biology – Jeffrey Atkinson, Grade 10
  - Business Management - Yazan Muheisen , Grade 12
  - Hospitality Management – Nicole Davidson, Grade 12
  - Student Service Award – Rebecca Cruz, Grade 12
- Mrs. Vogel identified the Top Ten Recipients to be recognized on June 5<sup>th</sup>
- Mrs. Vogel shared the new Patch designed by Ben Volk for the prosecutor's office.
- Mr. Glowacky stated that the Student Clubs for next year will be reduced or eliminated due to lack of participation. Resolution 11660-14 is being withdrawn for further review.

**4. HIB REPORT**

- Mr. Glowacky reported that one (1) incident was reported since the March Board Meeting.
- Discuss HIB Grade issued by NJDOE and posted on WCTS website.

**5. BOARD PRESIDENT'S REPORT**

- Mrs. Johnson-Demeter thanked Freeholder Director Smith for his continued support of the District.
- The School musical was a great production and should be eligible to win an award.

**6. DISCUSS EDUCATIONAL ISSUES**

- Mr. Jennette is working on the schedules for next year and should be mostly completed by the end of May.
- Mr. Jennette has been meeting with staff members discussing the addition of programing into the curriculum.
- Mr. Jennette explained to the Board how the determination for the AP Course placement will be made.

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**F. Minutes – Regular Meeting Minutes**

**Resolution 11646-14: Approve Board Meeting Minutes as Listed Below**

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

**Resolution 11647-14: Approve March 19, 2014 Regular Meeting Minutes**

**Resolution 11648-14: Approve March 19, 2014 Regular Meeting Executive Session Minutes**

VOICE VOTE: YEAS: 4

ABSTAIN: Dr. Lamonte

**MOTION CARRIED**

**Resolution 11647-14: Approve March 19, 2014 Regular Meeting Minutes**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approves the Regular Meeting Minutes of March 19, 2014.

VOICE VOTE: YEAS: 4

ABSTAIN: Dr. Lamonte

**MOTION CARRIED**

**Resolution 11648-14: Approve March 19, 2014 Regular Meeting Executive Session Minutes**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of March 19, 2014.

VOICE VOTE: YEAS: 4

ABSTAIN: Dr. Lamonte

**MOTION CARRIED**

**FINANCE**

**Resolution 11649-14: Approve April 2014 Finance Resolutions as Listed Below**

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

**Resolution 11650-14: Receive, Accept, and Approve March 2014 Financial Reports**

**Resolution 11651-14: Board of Education's Monthly Certification of Major Account/Fund Status**

**Resolution 11652-14: Approve Payment of Bills for April 2014**

**Resolution 11653-14: Approve Transfers for March 2014**

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 5

**MOTION CARRIED**

**Resolution 11650-14: Receive, Accept, and Approve March 2014 Financial Reports**

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, RESOLVED, that the March 2014 financial reports of the Secretary and Treasurer be received, accepted, and approved.

(Recommended by the Chief School Administrator)

Exhibit: F1

ROLL CALL VOTE: YEAS: 5

**MOTION CARRIED**

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**Resolution 11651-14:**

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

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, 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 March 31, 2014, 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 Chief School Administrator)

Exhibit: F2

ROLL CALL VOTE: YEAS: 5

**MOTION CARRIED**

**Resolution 11652-14:**

**Approve Payment of Bills for April 2014**

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for April in the amount of \$818,028.35.

(Recommended by the Chief School Administrator)

Exhibit: F3

ROLL CALL VOTE: YEAS: 5

**MOTION CARRIED**

**Resolution 11653-14:**

**Approve Transfers for March 2014**

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, RESOLVED, that this Board approves the transfers of monies for the month of March 2014 in the amount of \$ 28,546.00.

(Recommended by the Chief School Administrator)

Exhibit: F4

ROLL CALL VOTE: YEAS: 5

**MOTION CARRIED**

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**PERSONNEL**

**Resolution 11654-14:**                    **Approve April 2014 Personnel Resolutions as Listed Below**

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

**Resolution 11655-14:**                    **Employ 10-Month Personnel for the 2014-2015 School Year**

**Resolution 11656-14:**                    **Employ 12-Month Administrative Secretaries for the 2014-2015 School Year**

**Resolution 11657-14:**                    **Employ 12-Month Custodian/Maintenance Personnel for the 2014-2015 School Year**

**Resolution 11658-14:**                    **Acknowledge Tenure for Employee Named Below**

**Resolution 11659-14:**                    **Approve Summer Hours for 12-Month Employees**

**Resolution 11660-14:**                    **~~Approve Posting for Specific Fall and Winter Sports and Extra-Curricular Activities~~**

**Resolution 11661-14:**                    **Employ Substitute Instructors for the 2013-2014 School Year**

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 5

**MOTION CARRIED**

**Resolution 11655-14:**                    **Employ 10-Month Personnel for the 2014-2015 School Year**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED that this Board employs 10-month personnel for the 2014-2015 school year for the period from September 1, 2014 to June 30, 2015 as per the Exhibit.

(Recommended by the Chief School Administrator)

Exhibit: A

ROLL CALL VOTE: YEAS: 5

**MOTION CARRIED**

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**Resolution 11656-14:**                    **Employ 12-Month Administrative Secretaries for the 2014-2015 School Year**  
On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED that this Board employs 12-month Administrative Secretaries for the 2014-2015 school year for the period from July 1, 2014 to June 30, 2015 as per the Exhibit.

(Recommended by the Chief School Administrator)

Exhibit: B

ROLL CALL VOTE: YEAS: 5

**MOTION CARRIED**

**Resolution 11657-14:**                    **Employ 12-Month Custodian/Maintenance Personnel for the 2014-2015 School Year**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED that this Board employs 12-month Custodian/Maintenance personnel for the 2014-2015 school year for the period from July 1, 2014 to June 30, 2015 as per the Exhibit.

(Recommended by the Chief School Administrator)

Exhibit: C

ROLL CALL VOTE: YEAS: 5

**MOTION CARRIED**

**Resolution 11658-14:**                    **Acknowledge Tenure for Employee Named Below**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk,

**WHEREAS**, the staff member listed below will meet the requirements to attain tenure in the Warren County Technical School District after completing three years' service from her hire date and one day in the 2014-2015 school year; and

**WHEREAS**, this individual's performance has been satisfactory;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of Warren County Technical School grant tenure to her upon completing three years' service from her hire date and one day in the 2014-2015 school year:

Laurel Osborn

Hire Date: 9/1/11

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 5

**MOTION CARRIED**

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**Resolution 11659-14:                    Approve Summer Hours for 12-Month Employees**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves summer hours of 7:30 a.m. to 3:30 p.m. with a half-hour paid lunch, Monday through Thursday, from June 23, 2014 through August 29, 2014 for 12-month employees, excluding custodial staff.

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 5

**MOTION CARRIED**

**Resolution 11660-14:                    ~~Approve Posting for Specific Fall and Winter Sports and Extra-Curricular Activities~~**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves posting for the following ~~Fall and Winter sports and extra-curricular activities:~~

_____ AM Student Monitor 1 <sup>st</sup> Semester (3)	_____ Tutors (4)
_____ AM Student Monitor 2 <sup>nd</sup> Semester (3)	_____ Yearbook Advisor
_____ Class Advisor Freshman	_____ Basketball Coach Boys' Varsity
_____ Class Advisor Sophomore	_____ Basketball Coach Boys' JV
_____ Class Advisor Junior	_____ Basketball Coach Girls' Varsity
_____ Class Advisor Senior	_____ Basketball Coach Girls' JV
_____ Clock Operator	_____ Cheerleading Coach Varsity
_____ Detention Proctor (2)	_____ Cross Country Coach Varsity
_____ National Honor Society Advisor	_____ Soccer Coach Varsity
_____ National Vocational Honor Society Advisor	_____ Volleyball Coach Girls
_____ Student Government Advisor	_____ Bowling Advisor
_____ Substitute Caller	

**WITHDRAWN**

**Resolution 11661-14:                    Employ Substitute Instructors for the 2013-2014 School Year**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board employs Substitute Instructors for the 2013-2014 school year for the period from September 1, 2013 to June 30, 2014, at a salary of \$90.00 per day for each day worked as follows:

Elaine McGuire  
Gerilynn Ambrosky

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 5

**MOTION CARRIED**

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**TRAVEL**

**Resolution 11662-14:**                    **Approve Proposed Field Trips for the 2013-2014 School Year**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the following proposed Field Trips for the 2013-2014 school year:

<b>Date</b>	<b>Destination</b>	<b>Instructor</b>	<b>Number Of Students</b>	<b>Purpose</b>	<b>Approximate Transportation Cost</b>
4/5/14	Garden State Exhibit Center	Patrick Lilly	50	Skills USA Championships	\$400.00 and WCTS bus
4/11, 5/2, 5/9, 5/16, 5/23 & 5/30	Rick-Lynn, Witte, Alpha Lehigh Tool, Custom Alloy, & GJ Oliver	Sam Akin	8	For Juniors and Seniors to see multiple welding and fabricating environments	WCTS
4/28/14	Flynn's, Phillipsburg	Bob Wheatley	6	Corks & Forks for Culinary and Police Explorers	WCTS
4/29/14	Centenary College	Randy Bobish	25	Work on Shakespeare performance with college professors and professional actors	\$300
5/16/14	Rutgers	Maria Tamburro	26	Testing - Rutgers	WCTS
5/31/14	TCNJ	Bob Wheatley	20	To assist with NJ Special Olympics	WCTS

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 4

ABSTAIN: Dr. Lamonte

**MOTION CARRIED**



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**CURRICULUM**

**POLICY**

**OTHER NEW BUSINESS**

**Resolution 11663-14:**                    **Approve April 2014 Other New Business Resolutions as Listed Below**

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

**Resolution 11664-14:**                    **Approve Revised High School Calendar for 2013-2014 School Year**

**Resolution 11665-14:**                    **Approve High School Calendar for 2014-2015 School Year**

(Recommended by the Chief School Administrator)

VOICE VOTE: YEAS: 5

**MOTION CARRIED**

**Resolution 11664-14:**                    **Approve Revised High School Calendar for 2013-2014 School Year**

On the motion of Mr. Roschewsk, seconded by Mr. Rutledge, RESOLVED, that this Board approves the revised calendar for the high school for the period from September 1, 2013 to June 30, 2014 as indicated in the Exhibit.

(Recommended by the Chief School Administrator)

Exhibit: D

VOICE VOTE: YEAS: 5

**MOTION CARRIED**

ADDITIONAL INFORMATION: Six additional days have been added to the school calendar due to the closing of the school because of inclement weather. The final day for students will be June 23 and June 25 for teachers. Graduation will be June 23.

**Resolution 11665-14:**                    **Approve High School Calendar for 2014-2015 School Year**

On the motion of Mr. Roschewsk, seconded by Mr. Rutledge, RESOLVED, that this Board approves the calendar for the high school for the period from September 1, 2014 to June 30, 2015 as indicated in the Exhibit.

(Recommended by the Chief School Administrator)

Exhibit: E

VOICE VOTE: YEAS: 5

**MOTION CARRIED**

ADDITIONAL INFORMATION: This calendar has been developed in concert with the county calendar. It includes nine (9) Student Early Dismissal days for Professional Development for teachers.

**ADDENDUM ITEMS**

**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: 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.

- Mrs. Arnold presented an update on the Child Development program. Mrs. Johnson-Demeter thanked her and would welcome other faculty members to attend the Board Meetings.

**ADJOURNMENT**

**Adjourn the Meeting**

On the motion of Mr. Roschewsk, seconded by Mr. Rutledge, the Board adjourned the meeting at 6:27 p.m.

VOICE VOTE: YEAS: 5

**MOTION CARRIED**

**Upcoming Dates of Interest:**

May 21, 2014	BOE Meeting	5:00 p.m. Executive Session	5:30 p.m. Regular Session
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Respectively Submitted,

*Edmund Zalewski*