

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
January 18, 2017

CALL TO ORDER

President Roschewsk called the meeting to order at 5:00 p.m. on Wednesday, January 18, 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 November 3, 2016.

Roll Call – Board Secretary Zalewski

Present: Mrs. Johnson-Demeter, Mr. Roschewsk, Mr. Rutledge and Mr. Shotwell
Absent: Dr. Lamonte
Also Present: Mr. Glowacky, Superintendent
Mr. Zalewski, Board Secretary
Mr. Castellucci Jr., Attorney

Others Present: Approximately 18 members of the public.

Adopt the Meeting Agenda

Resolution 12862-17: 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 January 18, 2017 meeting as published with any addenda.

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

Resolution E597-17: Personnel, Negotiations and Legal Matters

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Rutledge, 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:
 - Legal Update
- 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 E598-17: 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: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

Discussion

- **STUDENT RECOGNITION**
 - Mrs. Vogel Introduced the students of the month.
- **PUBLIC COMMENTS - Related to Agenda Items Only - None**
- **COMMUNICATIONS**
 - Mr. Glowacky discussed the Certified Tuition Rates.
- **SUPERINTENDENT'S REPORT**
 - Mr. Glowacky informed the Board of the latest Bomb scare and the proposed tool that will be in use by the entire County.
- **HIB REPORT/SUSPENSIONS**
 - One (1) HIB incident was reported since the December Board Meeting.
 - Zero (0) in-school suspensions and three (3) out-of-school suspensions since the December Board Meeting.
- **BOARD PRESIDENT'S REPORT**
 - Mr. Roschewsk mentioned that a recent student passed away recently.
- **DISCUSS EDUCATIONAL ISSUES**
 - Mr. Zalewski informed the Board of the upcoming budget process.
 - Mr. Mylecraine discussed the number of applications that have been received to date.
- **NEW BUSINESS – None.**

Minutes – Regular Meeting Minutes

Resolution 12863-17: Approve Board Meeting Minutes as Listed Below

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

Resolution 12864-17: Approve December 21, 2016 Regular Meeting Minutes

Resolution 12865-17: Approve December 21, 2016 Regular Meeting Executive Session Minutes

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

Resolution 12864-17: Approve December 21, 2016 Regular Meeting Minutes

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board approves the Regular Meeting Minutes of December 21, 2016.

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
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Resolution 12865-17: **Approve December 21, 2016 Regular Meeting Executive Session Minutes**
On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of December 21, 2016.

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

FINANCE & FACILITIES

Resolution 12866-17: **Approve Finance & Facilities Resolutions as Listed Below**
On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the following finance and facilities resolutions as listed below:

Resolution 12867-17: **Receive, Accept, and Approve December 2016 Financial Reports**
Resolution 12868-17: **Board of Education's Monthly Certification of Major Account/Fund Status**
Resolution 12869-17: **Approve Payment of Bills for January 2017**
Resolution 12870-17: **Approve Transfers for December 2016**
Resolution 12871-17: **Approve Reduction in Budget**
Resolution 12872-17: **Approve request by Warren County Dept. of Education a new Board format of the resolution for Transportation Contracts with First Student, Inc. for the 2016-2017 School Year**

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

Resolution 12867-17: **Receive, Accept, and Approve December 2016 Financial Reports**
On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that the December 2016 financial reports of the Secretary and Treasurer be received, accepted, and approved.

(Recommended by the Superintendent)

Exhibit: F1

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

Resolution 12868-17: **Board of Education's Monthly Certification of Major Account/Fund Status**
On the motion of Mr. Rutledge, 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 December 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: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

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Resolution 12869-17: **Approve Payment of Bills for January 2017**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for January 2017 in the amount of \$867,762.42.

(Recommended by the Superintendent)

Exhibit: F2

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

Resolution 12870-17: **Approve Transfers for December 2016**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the transfers of monies for the month of December 2016.

(Recommended by the Superintendent)

Exhibit: F3

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

Resolution 12871-17: **Approve Reduction in Budget**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves reduction of revenue for the following accounts:

Account	Reason	Amount Reduced
10-1310-023 Tuition – North Warren	Adjustment of attending students	\$70,850.00
10-1320-CO2 Tuition Cosmo PostSec	Adjustment of attending students	\$24,800.00
10-1320-LP2 Tuition LPN Post Sec	Adjustment of attending students	\$50,000.00
10-1320-CED Tuition Continuing ED	Adjustment of attending students	\$8,000.00
Total		\$153,650.00

(Recommended by the Superintendent)

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

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Resolution 12872-17: **Approve request by Warren County Dept. of Education a new Board format of the resolution for Transportation Contracts with First Student, Inc. for the 2016-2017 School Year**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the following transportation contract renewal with First Student, Inc. for the 2016-2017 school year as listed below:

Company	Route	2015-16	CPI Adj	2016-17	
First Student Inc.	A	\$45,946.89	.57%	\$46,208.79	Per Annum
First Student Inc.	B	\$43,293.30	.57%	\$43,540.07	Per Annum
First Student Inc.	C	\$43,293.30	.57%	\$43,540.07	Per Annum
First Student Inc.	H	\$41,613.70	.57%	\$41,850.90	Per Annum
First Student Inc.	K	\$179.76	.57%	\$180.78	Per Diem
First Student Inc.	D-2	\$41,608.10	.57%	\$41,485.27	Per Annum
First Student Inc.	F-2	\$37,378.56	.57%	\$37,591.61	Per Annum
First Student Inc.	G-2	\$38,268.05	.57%	\$38,486.18	Per Annum
First Student Inc.	I-2	\$33,298.25	.57%	\$33,488.05	Per Annum
First Student Inc.	M	\$33,298.25	.57%	\$33,488.05	Per Annum
First Student Inc.	Activ./Field Trips	\$65.01	.57%	\$65.38	Per Hour
First Student Inc.	L1 (Late Run #1)	\$86.22	.57%	\$86.71	Per Diem
First Student Inc.	L2 (Late Run #2)	\$86.22	.57%	\$86.71	Per Diem
First Student Inc.	Late Run #3	\$86.22	.57%	\$86.71	Per Diem
First Student Inc.	Late Run #4	\$84.02	.57%	\$84.50	Per Diem

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

PERSONNEL

Resolution 12873-17: **Approve January 2017 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 12874-17: **Approve the Following AESOP Positions and Staff**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Rutledge, RESOLVED, that this Board approves the following Aesop positions and staff members to fill the roles at the rate of \$813.00 for the 2016-2017 School Year:

Position	Employee
Aesop Administrator	Beth Hachlica
Aesop Staff Interface	Mary Jane Schubert
Aesop Personnel System	Beth Hachlica

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

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TRAVEL

Resolution 12875-17: **Approve Travel Resolutions as Listed Below**

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

Resolution 12876-17: **Approve Student Travel Resolutions as Listed Below**

Resolution 12877-17: **Approve Staff Professional Development Travel as Listed Below**

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

Resolution 12876-17: **Approve Student Travel Resolutions as Listed Below**

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

Date	Destination	Instructor	Number Of Students	Purpose	Approximate Transportation Cost
1/25/17	St. Phillip & St. James Church	Lenore Arnold	8	Provide activities for children of Project Homeless	WCTS
1/25/17	St. Phillip & St. James Church	Fran Tomeo	10	Provide activities for children of Project Homeless	WCTS
2/15/17	Little Wonders Childcare	Lenore Arnold	10	Observation of Preschool Class	WCTS
3/14/17	Jacob Javits Center	Fran Tomeo	45	View and Product knowledge on supplies in cosmo field	Charter - TBD
3/14/17	The United Nations	Ellen LePera	15+	Tour of U.N. as part of study theme of conflict war and injustice	\$653.80
2/8/17	WWE Network	Patricia Seugling	15	Observe Post-Production Studio	WCTS
5/17/17	State Theater Newbrunswick	Alyssa Fisher	11	Observe Poets	WCTS

* *Paper work received after cutoff date for Board agenda.*
 (Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

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Resolution 12877-17: **Approve Staff Professional Development Travel as Listed Below**

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

Date	Name	Description/Reason	Approx. Cost
1/19/2017	E. Zalewski	NJASBO Legal Update	\$75 + Mileage
2/23/2017	E. Zalewski	NJASBO Pension Update	\$75 + Mileage
3/16/2017	E. Zalewski	NJASBO Purchasing	\$75 + Mileage
4/25/2017	E. Zalewski	NJASBO Audit Program	\$75 + Mileage
1/20/2017	B. Hachlica	Eric West Insurance Meeting	\$0 + Mileage

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

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

POLICY

Resolution 12878-17: **Approve on First Reading Revisions to the Board Policy Manual**

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

P&R1510	AMERICANS WITH DISABILITIES ACT (M)
P2415.30	TITLE 1 – EDUCATIONAL STABILITY FOR CHILDREN IN FOSTER CARE (M)
P&R2418	SECTION 504 OF THE REHABILITATION ACT OF 1973 – STUDENTS (M)
P&R5116	EDUCATION OF HOMELESS CHILDREN
P5330.04	ADMINISTERING AN OPIOID ANTIDOTE
P&R8330	STUDENT RECORDS (M)

(Recommended by the Superintendent)

Exhibit: 1

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

OTHER NEW BUSINESS

ADDENDUM ITEMS

Resolution 12879-17: **Allow Paraprofessional from Lopatcong School District to Assist Warren Tech Student**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board allows a Paraprofessional to assist a Warren Tech student for the remainder of the school year during school hours. Employee will remain employed by Lopatcong School District.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

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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.
- **Mrs. LePera thanked the Board for approving the trip the United Nations.**
 - **Mrs. Siedt gave a PTA update and commended the staff for the handling of the evacuation.**

ADJOURNMENT

Adjourn the Meeting

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, the Board adjourned the meeting at 6:21p.m.

Upcoming Dates of Interest:

February 15, 2017 5:00 p.m. Executive Session 5:30 p.m. Regular Session