

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**October 17, 2012**

**I. CALL TO ORDER**

President Shotwell will call the meeting to order at 5:00 p.m. on Wednesday, October 17, 2012 at the Warren County Technical School, 1500 Route 57, Washington, NJ 07882.

**A. Flag Salute** –President Shotwell

**B. Opening Statement** –President Shotwell

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 2, 2011.

**C. Roll Call** – Board Secretary Zalewski

**Present:** Ellen Johnson-Demeter, Rosalie Lamonte, Rob Roschewsk, Gus Rutledge (arrived 5:09) and David Shotwell

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

**Others Present:** 47 members of the public.

**D. Adopt the Meeting Agenda**

**Resolution 11062-12: Adopt the Meeting Agenda**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Roschewsk, RESOLVED, that this Board adopts the Meeting Agenda for the October 17, 2012 meeting as published with any addenda.

VOICE VOTE: Yeas: 4

ABSENT: Mr. Rutledge (Arrived 5:09)

**MOTION CARRIED**

**Resolution E485-12: Personnel, Negotiations and Legal Matters**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Roschewsk, 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:

***V. Bush Settlement – See Executive Session Exhibit***

- 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 5:09)

**MOTION CARRIED**

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**Resolution E486-12:**                    **Resume Regular Session**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Roschewsk, the Board reconvened into regular session at 5:33 p.m.

VOICE VOTE: Yeas: 5

**MOTION CARRIED**

**E.       Minutes – Regular Meeting Minutes**

**Resolution 11063-12:**                    **Approve Board Meeting Minutes as Listed Below**

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

**Resolution 11064-12:**                    **Approve September 19, 2012 Regular Meeting Minutes**

**Resolution 11065-12:**                    **Approve September 19, 2012 Regular Meeting Executive Session Minutes**

VOICE VOTE: Yeas: 5

**MOTION CARRIED**

**Resolution 11064-12:**                    **Approve September 19, 2012 Regular Meeting Minutes**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the Regular Meeting Minutes of September 19, 2012.

VOICE VOTE: Yeas: 5

**MOTION CARRIED**

**Resolution 11065-12:**                    **Approve September 19, 2012 Regular Meeting Executive Session Minutes**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of September 19, 2012.

VOICE VOTE: Yeas: 5

**MOTION CARRIED**

- **COMMUNICATIONS**
  - **None**
- **SUPERINTENDENT'S REPORT**
  - **Mr. Glowacky told the Board that the Health Science Classes will be shadowing at Hackettstown Hospital, Warren Haven, and House of Good Shepherd.**
  - **The Sewing Club/Fashion Club has begun with the arrival of sewing machines.**
- **HIB REPORT**
  - **One incident was reported since the September Board Meeting.**
- **BOARD PRESIDENT'S REPORT**
  - **None**

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- **PUBLIC COMMENTS**

- Mrs. Vogel introduced the students of the month: Erica Schuhlein for Child Development, Asia Jones for English, and Travis Nitko for School Service Award.
- A Child Development student read a petition signed by students requesting to open the Sprouts program for the year. Mr. Shotwell thanked the student for her comments and explained that the construction has been delayed. Mr. Glowacky said the construction is close to be opened and could be operating in the next several weeks.
- A parent asked why they were not notified of the program not having the “sprouts”.
- A student questioned why the location of the classroom was moved? Mr. Glowacky responded that the new location will better serve the program, with its location near the nurse, café and the court yard for the play area.
- A parent asked if the Board was planning to discontinue the program, Mr. Shotwell denied that the program will be cancelled.
- A parent thanked Mrs. Vogel for meeting with the students and addressing their concerns.
- Mrs. Johnson-Demeter commended Mrs. Vogel for her support of the students.
- A parent suggested a contingency plan to address the requirement for program hours.
- Several ideas were discussed for the program in the short term, while the room is being completed.
- Dr. Lamonte requested that the Board and Parents receive an update from Mr. Glowacky within the next two weeks on the status of the program.

- **DISCUSS EDUCATIONAL ISSUES**

- Mrs. Johnson-Demeter asked how the school handles admissions. Mr. Zebrowski and Mr. Glowacky explained the process and discussed. A parent told the Board that the school use to interview the applicants and require them to audition for the Performing Arts program, but we no longer have that requirement.

- **TABLED OR POSTPONED MATTERS**

- **NEW BUSINESS**

- Mr. Zalewski asked the Board to give approval for the November 14<sup>th</sup> meeting due to advertising deadlines. The Board agreed to the day and time of the meeting.
- Mrs. Johnson-Demeter asked if the Board minutes could be added to the Web Site. Mr. Zalewski will work with Mr. Cammarota to add the minutes to the web site.

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**FINANCE**

**Resolution 11066-12:**                    **Approve October 2012 Finance Resolutions as Listed Below**

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

- |  |  |
|--|--|
| <b><u>Resolution 11067-12:</u></b><br><b><u>Resolution 11068-12:</u></b><br><br><b><u>Resolution 11069-12:</u></b><br><b><u>Resolution 11070-12:</u></b><br><b><u>Resolution 11071-12:</u></b><br><b><u>Resolution 11072-12:</u></b> | <b>Receive, Accept, and Approve September 2012 Financial Reports</b><br><b>Board of Education's Monthly Certification of Budgetary Major Account/Fund Status</b><br><br><b>Approve Payment of Bills for September 2012</b><br><b>Approve Payment of Bills from Student Activity Accounts for September 2012</b><br><b>Approve Transfers for September 2012</b><br><b>Renew Maschio's to Provide Food Service for the 2012-2013 School Year</b> |
|--|--|

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:    YEAS: 5

**MOTION CARRIED**

**Resolution 11067-12:**                    **Receive, Accept, and Approve September 2012 Financial Reports**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that the September 2012 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 11068-12:**                    **Board of Education's Monthly Certification of Budgetary 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:

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

Pursuant to N.J.A.C. 6A:23-2.11, we certify that as September 30, 2012, 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:23-2.11(a).

(Recommended by the Chief School Administrator)

Exhibit: F2

ROLL CALL VOTE:    YEAS: 5

**MOTION CARRIED**

**Resolution 11069-12:**                    **Approve Payment of Bills for September 2012**

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 September in the amount of \$1,227,303.61.

(Recommended by the Chief School Administrator)

Exhibit: F3

ROLL CALL VOTE:    YEAS: 5

**MOTION CARRIED**

**Resolution 11070-12:**                    **Approve Payment of Bills from Student Activity Accounts for September 2012**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the payment of bills from the Student Activity accounts for the month of September 2012 in the amount of \$6,919.30.

(Recommended by the Chief School Administrator)

Exhibit: F4

ROLL CALL VOTE:    YEAS: 5

**MOTION CARRIED**

**Resolution 11071-12:**                    **Approve Transfers for September 2012**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the transfers of monies for the month of September 2012 in the amount of \$162,896.00.

(Recommended by the Chief School Administrator)

Exhibit: F5

ROLL CALL VOTE:    YEAS: 5

**MOTION CARRIED**

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**Resolution 11072-12:**

**Renew Maschio's to Provide Food Service for the 2012-2013 School Year**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board renew Maschio's Food Service, Inc. to provide Food Service for the 2012-13 school year.

2011-12 Yearly Management Fee	\$ 8,686.00
<b>2012-13 Yearly Management Fee (Includes 2.5% increase)</b>	<b>\$ 8,903.00</b>
<b>2011-12 Student Lunch Price</b>	<b>\$ 3.00</b>
<b>Guarantees a "No-Cost Operation"</b>	

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 5

**MOTION CARRIED**

**ADDITIONAL INFORMATION:** This resolution replaces Resolution 10983-12 with a new lower Management Fee.

**FACILITIES**

**Resolution 11073-12:**

**Approve Facility Usage Requests and Charges as Listed Below**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Rutledge, RESOLVED, that this Board approves the facility usage requests and charges as identified below:

<u>Organization</u>	<u>Date of Use</u>	<u>Time</u>	<u>Tech Location</u>	<u>Rental Fee</u>	<u>Admission Fee</u>	<u>Food Service</u>	<u>Custodian</u>	<u>Police Coverage</u>
Warren Cty School Counselors	10/30/12	9:00am – 11:30 am	Knights Cafe	No	No	Yes	No	No
Family Promise of Warren Cty	12/7/12	7:00pm – 9:00 pm	Cafeteria	\$100.00	No	No	\$40.00	No
Warren Cty Library	12/5/12	3:30pm – 7:30 pm	Art Room	No	No	No	No	No
Warren Cty Library	6/22/13	1:00pm- 3:00 pm	Theater	No	No	No	\$120.00	No
WCTS–Post Secondary	12/20/12	5:00pm- 9:30 pm	Theater & Lobby	No	No	Yes	Yes	No

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 5

**MOTION CARRIED**

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**PERSONNEL**

**Resolution 11074-12:**                    **Approve October 2012 Personnel Resolutions as Listed Below**

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

- Resolution 11075-12:**                    **Approve EE4NJ Advisory Committee for 2012-2013 school year**  
**Resolution 11076-12:**                    **Employ Extra Curricular Sports Personnel for the 2012-2013 School Year**  
**Resolution 11077-12:**                    **Employ Extra Curricular Personnel for the 2012-2013 School Year**  
**Resolution 11078-12:**                    **Employ Home Instructors for the 2012-2013 School Year**  
**Resolution 11079-12:**                    **Employ Substitute Instructors for the 2012-2013 School Year**  
**Resolution 11080-12:**                    **Employ Dina Kozlowski as P/T Speech/Language Specialist for the 2012-2013 School Year**

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:    YEAS: 5

**MOTION CARRIED**

**Resolution 11075-12:**                    **Approve EE4NJ Advisory Committee for 2012-2013 school year**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the EE4NJ (Excellent Educators for New Jersey) Advisory Committee for the 2012-2013 school year as follows:

Name
Robert Glowacky
Geta Vogel
Robert Zebrowski
Edward Yarusinsky
Ray Gara
John Mylecraine
Zana Ziegler

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:    YEAS: 5

**MOTION CARRIED**

**Resolution 11076-12:**                    **Employ Extra Curricular Sports Personnel for the 2012-2013 School Year**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board employs extra curricular personnel for the 2012-2013 school year for the period from September 1, 2012 to June 30, 2013 as follows:

<u>Last</u>	<u>First</u>	<u>Extra Curricular Sports Personnel</u>	<u>Step</u>	<u>Stipend</u>
Fattorusso	Vincent	Cheerleading Coach – Varsity – with Lori Miller	5	\$2,502.50
Miller	Lori	Cheerleading Coach – Varsity – with Vinny Fattorusso	5	\$2,502.50

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:    YEAS: 5

**MOTION CARRIED**

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**Resolution 11077-12:**                    **Employ Extra Curricular Personnel for the 2012-2013 School Year**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board employs extra curricular personnel for the 2012-2013 school year for the period from September 1, 2012 to June 30, 2013 as follows:

<u>Last</u>	<u>First</u>	<u>Extra Curricular Personnel</u>	<u>Stipend</u>
Bobish	Randy	Drama Director	\$5,005
McCormick	Kim	Sewing Club Advisor	\$ 702
McGeough	Sean	Robotics Club Advisor	\$ 702
McGeough	Sean	SkillsUSA Advisor – CTE	\$1,400

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:    YEAS: 5

**MOTION CARRIED**

**Resolution 11078-12:**                    **Employ Home Instructors for the 2012-2013 School Year**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board employ the following home instructors for the 2012-2013 school year effective from September 1, 2012 through June 30, 2013 at the rate of pay of \$25.00 per hour on an as needed basis:

Tracy Leal  
Martin Nyland  
Melinda Stano

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:    YEAS: 5

**MOTION CARRIED**

**Resolution 11079-12:**                    **Employ Substitute Instructors for the 2012-2013 School Year**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board employs Substitute Instructors for the 2012-2013 school year for the period from September 1, 2012 to June 30, 2013, at a salary of \$90.00 per day for each day worked as follows:

Kevin Flood

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:    YEAS: 5

**MOTION CARRIED**

**Resolution 11080-12:**                    **Employ Dina Kozlowski as P/T Speech/Language Specialist for the 2012-2013 School Year**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board employs Dina Kozlowski as P/T Speech/Language Specialist on an as-needed basis for the 2012-2013 school year effective September 1, 2012 at the salary rate of \$ \$72.00 per hour with no benefits/sick days.

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:    YEAS: 5

**MOTION CARRIED**



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**TRAVEL**

**Resolution 11081-12:**                    **Approve Proposed Field Trips for the 2012-2013 School Year**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the following proposed Field Trips for the 2012-2013 school year:

<b>Date</b>	<b>Destination</b>	<b>Instructor</b>	<b>Number Of Students</b>	<b>Purpose</b>	<b>Approx Transportation Cost</b>
10/22/12	Edison, NJ	Bennett	25	Beauty Show	District Bus
10/25, 11/15, 12/20, 1/24, 2/21, 3/21, 4/25, 5/23	Warren Haven Nursing Home	Tamburro	Approx. 13	Nursing Program	District Bus
11/1, 12/6, 12/13, 1/3, 1/10, 2/7, 2/14, 3/7, 3/14, 4/11, 4/18, 5/9, 5/16	The House of Good Shepherd	Tamburro	Varies	Nursing Program	District Bus
11/13, 12/4, 12/11, 1/15, 1/22, 2/5, 2/12, 3/5, 3/12, 4/9, 4/16, 5/14, 5/21	Hackettstown Hospital	Tamburro	Varies	Nursing Program	District Bus
11/16	Union County Vo- tech	Bennett	Approx. 10-15	Cosmetology	District Bus
11/30	Raritan Valley Community College	Goodell &Leal	Approx. 82	Field Trip	\$383.94

(Recommended by the Chief School Administrator)

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

**CURRICULUM**

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
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**POLICY**

**Resolution 11082-12:**                    **Approve on Third Reading Revisions to the Board Policy Manual**

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

2361	Acceptable Use of Computer Networks/Computers and Resources – Policy
R 2361	Acceptable Use of Computer Networks/Computers and Resources – Regulation

(Recommended by the Chief School Administrator)

Exhibit: A

VOICE VOTE:                    YEAS: 5

**MOTION CARRIED**

**OTHER NEW BUSINESS**

**Resolution 11083-12:**                    **Approve 2012-2013 Nursing Service Plan**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Rutledge, RESOLVED, that this Board approves the 2012-2013 Nursing Service Plan effective from September 1, 2012 through June 30, 2013.

(Recommended by the Chief School Administrator)

Exhibit: B

VOICE VOTE:                    YEAS: 5

**MOTION CARRIED**

**Resolution 11084-12:**                    **Approve QSAC Statement of Assurance for the School Year 2012-2013**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the QSAC Statement of Assurance for the School Year 2012-2013.

(Recommended by the Chief School Administrator)

Exhibit: C

VOICE VOTE:                    YEAS: 4                    ABSTAIN: Dr. Lamonte

**MOTION CARRIED**

**Resolution 11085-12:**                    **Approve 2012-2013 Emergency Plan**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the 2012-2013 Emergency Plan.

Exhibit: D

VOICE VOTE:                    YEAS: 4                    ABSTAIN: Dr. Lamonte

**MOTION CARRIED**

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**ADDENDUM ITEMS**

**Resolution 11086-12:**                    **Approve Change Order for Toilet Room Project**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves change order CBI-T-01 for a reduction in the total amount of the contract in the amount of \$2,758.00.

The original Contract sum was	\$128,000.00
Net change by previously authorized Change Orders	\$        0.00
The Contract Sum will be <b><u>decreased</u></b> by this Change Order in the amount of	<b>\$   2,758.00</b>
The new Contract sum including this change order will be	\$125,242.00

ROLL CALL VOTE:    YEAS: 5

**MOTION CARRIED**

**ADJOURNMENT**

**Adjourn the Meeting**

On the motion of Mr. Roschewsk, seconded by Mrs. Johnson-Demeter, the Board adjourned the meeting at 7:15p.m.

VOICE VOTE:            YEAS: 5

**MOTION CARRIED**

**Upcoming Dates of Interest:**

November 1, 2012 ( <b>Thursday</b> )	BOE Meeting	Organization Meeting Session 5:00 p.m.
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Respectfully submitted,

*Edmund Zalewski*

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
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## Petition Regarding Sprouts Preschool

This petition has been drawn up by the Child Development major of Warren County Technical School to bring to the Board of Education a request regarding the Sprouts Preschool formerly operated at WCTS. The students enrolled in the Child Development major request that the Sprouts Preschool be given permission to re-open promptly, without further delay.

The goal of Child Development is to equip high school students with hands-on experience in Early Childhood Development. Students who complete four years of the program are able to obtain their CDA, which is a credential awarded by the United States of America and the Council for Professional Recognition. To earn this credential, students must complete a written test, an oral test, be assessed by a Council Representative, be assessed by the enrolled children's parents and most importantly: complete four hundred eighty hours of training. Warren County Technical School has formerly given students the opportunity to complete these four hundred eighty hours of training and parental assessment through the Sprouts Preschool.

Currently the Sprouts Preschool has been shut down and no notification of it re-opening in a timely manner has been given. Without the Sprouts Preschool it is impossible for students enrolled in Child Development to complete their four hundred eighty hours and thus unable to earn their CDA.

Warren County Technical School offers practical training in a wide range of subjects. There is a theater for the Theater Arts program, a salon for the Cosmetology students, even a shop for those in Automotive Technology. The Sprouts Preschool is a unique opportunity for young men and women interested in child care and teaching to experience and learn through hands-on experience and graduate with a CDA. It helps us develop our knowledge of children in general and discover exactly what we are interested in when it comes to child care. Without the preschool, students will be unable to graduate with anything more than book knowledge.

It is understood that the room intended for the Sprouts Preschool is not finished and no date for completion of it has been set. The students of Child Development ask that the preschool be given permission to begin immediately despite the delay. Some ideas of how to do this include temporarily renting a trailer which would avail all classrooms for other uses, or to give us a temporary preschool room until all renovations are finished. The Sprouts Preschool is extremely important to our education which is why students from varying shops have agreed to sign this petition to support us in our request. Please take the time to review this petition and consider our request carefully with the students, our futures and the credential we hope to earn in mind. Thank you.

(This petition is student initiated and written and is not affiliated with any teachers or administration of Warren County Technical School)