

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
November 16, 2016

CALL TO ORDER

President Robert Roschewsk called the meeting to order at 5:00 p.m. on Wednesday, November 16, 2016 at the Warren County Technical School, 1500 Route 57, Washington, NJ 07882.

Flag Salute –President Robert Roschewsk

Opening Statement –President Robert 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. Rutledge and Mr. Roschewsk
Absent: Dr. Lamonte and Mr. Shotwell
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 12810-16: Adopt the Meeting Agenda

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Rutledge, RESOLVED, that this Board adopts the Meeting Agenda for the November 16, 2016 meeting as published with any addenda.

VOICE VOTE: YEAS: 3

ABSENT: Dr. Lamonte, Mr. Shotwell

MOTION CARRIED

Resolution E594-16: Personnel, Negotiations and Legal Matters

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Rutledge, the Board moved into executive session at _____ 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: 3

ABSENT: Dr. Lamonte, Mr. Shotwell

MOTION CARRIED

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Resolution E595-16: Resume Regular Session

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

VOICE VOTE: YEAS: 3

ABSENT: Dr. Lamonte, Mr. Shotwell

MOTION CARRIED

Discussion

- **STUDENT RECOGNITION**
 - Mrs. Vogel introduced the Students of the Month
- **PUBLIC COMMENTS - Related to Agenda Items Only - None**
- **COMMUNICATIONS - None**
- **SUPERINTENDENT'S REPORT**
 - Mr. Glowacky discussed the Veterans Day assembly and congratulated Mr. Mylecraine on his soloist performance.
- **HIB REPORT/SUSPENSIONS**
 - (1) HIB incidents were reported since the October Board Meeting.
 - (0) in-school suspensions and (1) out-of-school suspensions since the October Board Meeting.
- **BOARD PRESIDENT'S REPORT**
 - Mr. Roschewsk thanked Mrs. Johnson-Demeter and Mr. Shotwell for their leadership in running the Board of Education over the past several years.
- **DISCUSS EDUCATIONAL ISSUES**
 - Mr. Mylecraine discussed the increase in student performance. Mr. Roschewsk questioned the new schedule recommendation; Mrs. Johnson-Demeter requested that it be discussed next month when all of the members are present.
- **NEW BUSINESS**

Minutes – Regular Meeting Minutes

Resolution 12811-16: Approve Board Meeting Minutes as Listed Below

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

Resolution 12812-16: Approve October 19, 2016 Regular Meeting Minutes

Resolution 12813-16: Approve October 19, 2016 Regular Meeting Executive Session Minutes

Resolution 12814-16: Approve November 1, 2016 Reorganization Meeting Minutes

SEE VOTES FOLLOWING INDIVIDUAL RESOLUTIONS

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
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Resolution 12812-16: Approve October 19, 2016 Regular Meeting Minutes

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Rutledge, RESOLVED, that this Board approves the Regular Meeting Minutes of October 19, 2016.

VOICE VOTE: YEAS: 2 ABSTAIN: Mrs. Johnson-Demeter ABSENT: Dr. Lamonte, Mr. Shotwell
MOTION CARRIED

Resolution 12813-16: Approve October 19, 2016 Regular Meeting Executive Session Minutes

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Rutledge, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of October 19, 2016.

VOICE VOTE: YEAS: 2 ABSTAIN: Mrs. Johnson-Demeter ABSENT: Dr. Lamonte, Mr. Shotwell
MOTION CARRIED

Resolution 12814-16: Approve November 1, 2016 Reorganization Meeting Minutes

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Rutledge, RESOLVED, that this Board approves the Reorganization meeting minutes of November 1, 2016.

VOICE VOTE: YEAS: 3 ABSENT: Dr. Lamonte, Mr. Shotwell **MOTION CARRIED**

FINANCE & FACILITIES

Resolution 12815-16: 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:

<u>Resolution 12816-16:</u>	Receive, Accept, and Approve October 2016 Financial Reports
<u>Resolution 12817-16:</u>	Board of Education's Monthly Certification of Major Account/Fund Status
<u>Resolution 12818-16:</u>	Approve Payment of Bills for November 2016
<u>Resolution 12819-16:</u>	Approve Transfers for October 2016
<u>Resolution 12820-16:</u>	Adopt Tuition and Transportation Rates for the 2017-2018 School Year
<u>Resolution 12821-16:</u>	Approve Transportation Contract with First Student, Inc. for 2016-2017 School Year Paid by the NCLB Title 1 Grant
<u>Resolution 12822-16:</u>	Accept NCLB funds for the 2016-2017 School Year
<u>Resolution 12823-16:</u>	Accept IDEA-Basic funds for the 2016-2017 School Year
<u>Resolution 12824-16:</u>	Accept Donations for the 2016-2017 School Year
<u>Resolution 12825-16:</u>	Approve Lease with Option to Purchase Agreement for School Copiers

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 3 ABSENT: Dr. Lamonte, Mr. Shotwell **MOTION CARRIED**

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Resolution 12816-16: Receive, Accept, and Approve October 2016 Financial Reports

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that the October 2016 financial reports of the Secretary and Treasurer be received, accepted, and approved.

(Recommended by the Superintendent)

Exhibit: F1

ROLL CALL VOTE: YEAS: 3 ABSENT: Dr. Lamonte, Mr. Shotwell **MOTION CARRIED**

Resolution 12817-16: 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 October 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: 3 ABSENT: Dr. Lamonte, Mr. Shotwell **MOTION CARRIED**

Resolution 12818-16: Approve Payment of Bills for November 2016

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 November 2016 in the amount of \$645,139.24.

(Recommended by the Superintendent)

Exhibit: F2

ROLL CALL VOTE: YEAS: 3 ABSENT: Dr. Lamonte, Mr. Shotwell **MOTION CARRIED**

Resolution 12819-16: Approve Transfers for October 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 October 2016.

(Recommended by the Superintendent)

Exhibit: F3

ROLL CALL VOTE: YEAS: 3 ABSENT: Dr. Lamonte, Mr. Shotwell **MOTION CARRIED**

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Resolution 12820-16: Adopt Tuition and Transportation Rates for the 2017-2018 School Year

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board set the tuition and transportation rates for the 2017-2018 school year for the High School programs and Post-Secondary Programs as follows:

Program	Tuition	Out Of County Tuition
High School (9-12)	\$3,800	\$11,000
High School Transition & BD (9-12)	\$22,000	N/A
High School Transportation for regularly scheduled route	\$400	N/A

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 3

ABSENT: Dr. Lamonte, Mr. Shotwell

MOTION CARRIED

Resolution 12821-16: Approve Transportation Contract with First Student, Inc. for 2016-2017 School Year Paid by the NCLB Title 1 Grant

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the following transportation contract with First Student, Inc. for the 2016-2016 school year paid for by the NCLB Title 1 grant as listed below. The Late Buses will run every Tuesday or on an as needed for NCLB Tutoring, and any other sports/club participants.

Company	Route	2016-17
First Student Inc.	Late Run No. 1	\$86.71 Per Run
First Student Inc.	Late Run No. 2	\$86.71 Per Run
First Student Inc.	Late Run No. 3	\$86.71 Per Run
First Student Inc.	Late Run No. 4	\$84.50 Per Run

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 3

ABSENT: Dr. Lamonte, Mr. Shotwell

MOTION CARRIED

Resolution 12822-16: Accept NCLB funds for the 2016-2017 School Year

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board accepts NCLB funds for the 2016-2017 School Year as identified below:

NCLB Title 1	\$104,642
NCLB Title 2	\$9,405

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 3

ABSENT: Dr. Lamonte, Mr. Shotwell

MOTION CARRIED

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Resolution 12823-16: **Accept IDEA-Basic funds for the 2016-2017 School Year**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board accepts IDEA-Basic funds for the 2016-2017 School Year as identified below:

IDEA-Basic Funds	\$124,480
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(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 3 ABSENT: Dr. Lamonte, Mr. Shotwell **MOTION CARRIED**

Resolution 12824-16: **Accept Donations for the 2016-2017 School Year**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board gratefully accepts the following donations to the Warren County Technical School programs for the 2016-2017 school year:

Donation	Value	Donor Name
1996 Buick Skylark 1G4NJ52M7TC4124	\$1,356	A. Byrnes
2006 Chrysler Town & Country 2A4GP54L36R6924	\$1,390	M. Russo
2000 Ford Ranger Super Cab 1FTYR14V4YPB98055	\$1,468	R. Powell
2001 Oldsmobile Alero 1G3NF52EX1C1399	\$1,338	J. Simmons
2001 Chevy Suburban 3GNFK16T41G275337	\$3,470	M. Kramer

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 3 ABSENT: Dr. Lamonte, Mr. Shotwell **MOTION CARRIED**

Resolution 12825-16: **Approve Lease with Option to Purchase Agreement for School Copiers**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approve the lease with option to purchase for copiers as identified in the attached proposal. The new lease will reduce the monthly cost from \$4,340.40 a month to \$4,106.32 per month for 48 months resulting in a yearly savings of \$2,808.96.

(Recommended by the Superintendent)

Exhibit: (F4)

ROLL CALL VOTE: YEAS: 3 ABSENT: Dr. Lamonte, Mr. Shotwell **MOTION CARRIED**

PERSONNEL

Resolution 12826-16: **Approve November 2016 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 12827-16: **Employ CIE Student for the 2016-2017 School Year**

Resolution 12828-16: **Accept the Resignation of Beth Hachlica, GED Staff Effective November 30, 2016**

Resolution 12829-16: **Employ Substitute Instructor for the 2016-2017 School Year**

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 3 ABSENT: Dr. Lamonte, Mr. Shotwell **MOTION CARRIED**

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Resolution 12827-16: Employ CIE Student for the 2016-2017 School Year

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board authorizes the Superintendent to employ CIE students to work with technology personnel during the period from November 1, 2016 to June 30, 2017 at the rate of \$8.50 per hour.

Student Name	Department	Account Charged
Anthony Guerra	Technology	11-000-252-1001-0000

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 3 ABSENT: Dr. Lamonte, Mr. Shotwell **MOTION CARRIED**

Resolution 12828-16: Accept the Resignation of Beth Hachlica, GED Staff Effective November 30, 2016

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED that this Board accept, with regret, the resignation of Beth Hachlica, GED Staff, effective November 30, 2016.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 3 ABSENT: Dr. Lamonte, Mr. Shotwell **MOTION CARRIED**

Resolution 12829-16: Employ Substitute Instructor for the 2016-2017 School Year

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board employs Substitute Instructor for the 2016-2017 school year for the period from September 1, 2016 to June 30, 2017 at a salary of \$90.00 per day for each day worked as follows:

Krystie Fulton

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 3 ABSENT: Dr. Lamonte, Mr. Shotwell **MOTION CARRIED**

TRAVEL

Resolution 12830-16: 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 12831-16: Approve Student Travel Resolutions as Listed Below

Resolution 12832-16: Approve Staff Professional Development Travel as Listed Below

ROLL CALL VOTE: YEAS: 3 ABSENT: Dr. Lamonte, Mr. Shotwell **MOTION CARRIED**

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Resolution 12831-16: Approve Student 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:

Date	Destination	Instructor	Number Of Students	Purpose	Approximate Transportation Cost
11/18/16	Middlesex County Vo-Tech	Ray Gara / Lori Miller	1	Skills USA officer training	WCTS
11/22/16	Luton Inc., Myers Power, Hindce Power (PA)	John Metroke	14	Visit local electronics manufacturers and explore various jobs	WCTS
12/2/16	Ingersoll Rand	Ray Danner	40	Visit the tool test center	\$474.01
12/3/16	Somerset County Vo-Tech / Broadway NYC	Ray Gara / Lori Miller	1	Skills USA officer excursion-training	WCTS
12/8/16	Union County Community College	Sean McGeough	12	Union County Bridge Building Competition	WCTS
12/15/16	Essex County Vo-Tech	Ray Gara / Lori Miller	1	Officer training Skills USA day	WCTS
3/3/17	Mercer County Vo-Tech	Ray Gara / Lori Miller	12	Skills USA – Central Region Competitions	WCTS
3/11/17	Gloucester County Inst. Of Tech	Ray Gara / Lori Miller	12	Skills USA – Southern Region Competitions	WCTS
3/25/17	Sussex County Tech	Ray Gara / Lori Miller	18	Skills USA – Northern Region Competitions	WCTS
4/8/17	Garden State Ex. Center	Ray Gara / Lori Miller	80	Skills USA State Championships	TBD

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

ROLL CALL VOTE: YEAS: 3

ABSENT: Dr. Lamonte, Mr. Shotwell

MOTION CARRIED

Resolution 12832-16: 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:

Date	Name	Description/Reason	Approx. Cost
10/21/16	G. Vogel	NJPSA & FEA Fall Conference	\$149 + Mileage
12/2/16	A. Engel	NJ Council for History Education	\$80 + Mileage
12/14/16	D. Miller	Improving Executive Functions	\$199.99 + Mileage
11/18/16-3/7/17	J. Mylecraine	Legal One	\$450.00 + 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: 3

ABSENT: Dr. Lamonte, Mr. Shotwell

MOTION CARRIED

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POLICY

Resolution 12833-16: **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&R2411	Guidance Counseling (M)
P&R2423	Bilingual and ESL Education (M)
P2610	Educational Program Evaluation (M)
P2622	Student Assessment (M)
P5750	Equal Educational Opportunity (M)
P5755	Equity in Educational Programs and Services (M)
P5339	Screening for Dyslexia (M)
P5460	High School Graduation (M)
P5514	Student Use of Vehicles on School Grounds
R5514	Student Use of Vehicles (Abolished)
P7481	Unmanned Aircraft Systems (UAS also known as Drones)
P&R8441	Care of Injured and Ill Persons (M)
P8454	Management of Pediculosis
P8630	Bus Driver/Bus Aide Responsibility (M)
R8630	Emergency School Bus Procedures (M)

(Recommended by the Superintendent)

Exhibit: P1

ROLL CALL VOTE: YEAS: 3

ABSENT: Dr. Lamonte, Mr. Shotwell

MOTION CARRIED

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Resolution 12834-16: **Approve on Second Reading Revisions to the Board Policy Manual**

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

P4159	Support Staff Member/School District Reporting Responsibilities
P5305	Health Services Personnel
R5330	Administration of Medication
P5350	Student Suicide Prevention
R5350	Student Suicide
P9541	Student Teachers/Interns
P1140	Affirmative Action Program
P1523	Comprehensive Equity Plan
P1530	Equal Employment Opportunities
R1530	Equal Employment Opportunity Complain Procedure
P1550	Affirmative Action Program for Employment and Contract Practices
P&R2200	Curriculum Content
P2260	Affirmative Action Program for School and Classroom Practices

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 3

ABSENT: Dr. Lamonte, Mr. Shotwell

MOTION CARRIED

OTHER NEW BUSINESS

Resolution 12835-16: **Accept Fall 2016 Bus Evacuation Drill Report**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Rutledge, RESOLVED, that this Board accepts the Fall 2016 Bus Evacuation Drill Report per the attached Exhibit.

Date of the school bus emergency evacuation drill:	10/19/16
Time of day the drill was conducted:	7:45 am
School Name	Warren County Technical School
Location of emergency evacuation drill	Bus Platform
Route numbers	A through M and Warren Tech Bus
Name of school persons overseeing the drill	John Mylecraine/Ray Gara

(Recommended by the Superintendent)

Exhibit: A

ROLL CALL VOTE: YEAS: 3

ABSENT: Dr. Lamonte, Mr. Shotwell

MOTION CARRIED

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ADDENDUM ITEMS

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.

- The PTA updated the Board on the on all of the activities that have been offered or scheduled in the near future.

ADJOURNMENT

Adjourn the Meeting

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Rutledge, the Board adjourned the meeting at 6:00p.m.

Upcoming Dates of Interest:

December 21, 2016

5:00 p.m. Executive Session

5:30 p.m. Regular Session

Respectively Submitted,

Edmund Zalewski