

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION  
1500 ROUTE 57 ~ WASHINGTON, NJ 07882  
REORGANIZATION MEETING AGENDA  
NOVEMBER 2, 2015**

**I. CALL TO ORDER**

The Reorganization Meeting of the Warren County Technical School Board of Education will be called to order at 5:00 pm on Monday, November 2, 2015 by Board Secretary Edmund J. Zalewski at the Warren County Technical School, 1500 Route 57, Washington, NJ 07882.

**A. Flag Salute** - Edmund J. Zalewski.

**B. Opening Statement** – Board Secretary Edmund J. Zalewski.

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, 2014.

**C. Report of Freeholder Appointments to the Board of Education**

Board Secretary Edmund Zalewski will report on the Warren County Board of Chosen Freeholder appointments to the Warren County Technical School Board of Education.

- **Oath of Office for Mr. Shotwell**

**D. Roll Call:**

\_\_\_ Mrs. Johnson-Demeter  
\_\_\_ Dr. Lamonte  
\_\_\_ Mr. Roschewsk  
\_\_\_ Mr. Rutledge  
\_\_\_ Mr. Shotwell

**Resolution 12294-15: Adopt the Meeting Agenda**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board adopts the Meeting Agenda for the November 2, 2015 meeting as published with any addenda.

VOICE VOTE: Yeas:\_\_\_ Nays:\_\_\_ Abstain:\_\_\_ Absent:\_\_\_

***Motion Carried:*** Yes / No

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION  
1500 ROUTE 57 ~ WASHINGTON, NJ 07882  
REORGANIZATION MEETING AGENDA  
NOVEMBER 2, 2015**

**Resolution 12295-15:      Election of the President**

The Board Secretary will receive, in order, nominations for the office of President of the Board of Education.

Nominee

Moved By

Seconded By

---

---

---

Close nominations. – Board Secretary will conduct a roll call vote for each nominee.

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that the Board elected \_\_\_\_\_ to the office of President of the Warren County Technical School Board of Education.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_ Lamonte \_\_\_ Roschewsk \_\_\_ Rutledge \_\_\_ Shotwell \_\_\_

**Resolution 12296-15:      Election of the Vice-President**

The President declares nominations for the office of Vice-President of the Board of Education.

Nominee

Moved By

Seconded By

---

---

---

Close nominations. – Board Secretary will conduct a roll call vote for each nominee.

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that the Board elected \_\_\_\_\_ to the office of Vice-President of the Warren County Technical School Board of Education.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_ Lamonte \_\_\_ Roschewsk \_\_\_ Rutledge \_\_\_ Shotwell \_\_\_

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION  
1500 ROUTE 57 ~ WASHINGTON, NJ 07882  
REORGANIZATION MEETING AGENDA  
NOVEMBER 2, 2015**

**E. Code of Ethics**

Board members will be given the Code of Ethics to review.

**PUBLIC COMMENTS**

**Resolution 12297-15: Approve November 2015 Reorganization Agenda Items as Listed Below:**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the following resolutions as listed below:

- Resolution 12298-15:** Appoint Edmund Zalewski, Assistant Superintendent of Business, to Serve as Board Secretary
- Resolution 12299-15:** Appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as Purchasing Agent
- Resolution 12300-15:** Appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as Certifying Officer
- Resolution 12301-15:** Appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as Custodian of Government Records
- Resolution 12302-15:** Appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as the Public Agency Compliance Officer
- Resolution 12303-15:** Appoint Robert Wheatley, Instructor, as the Security Officer
- Resolution 12304-15:** Appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as the Board Secretary to the Board of School Estimate
- Resolution 12305-15:** Appoint Paula Hatch as the Treasurer of School Moneys
- Resolution 12306-15:** Appoint Members to the Board of School Estimate
- Resolution 12307-15:** Appoint Steve Daku, Facilities Manager, as Integrated Pest Management Coordinator
- Resolution 12308-15:** Appoint Steve Daku, Facilities Manager, as the Indoor Air Quality Designated Person
- Resolution 12309-15:** Appoint Steve Daku, Facilities Manager, as Asbestos Management Plan Designated Person
- Resolution 12310-15:** Appoint Steve Daku, Facilities Manager, as Written Hazardous Communication Program Designated Person
- Resolution 12311-15:** Appoint Steve Daku, Facilities Manager as Employer Responsible Right to Know Official (ERRO)
- Resolution 12312-15:** Appoint Geta Vogel, Principal, as Affirmative Action Officer
- Resolution 12313-15:** Appoint John Mylecraine, Assistant Principal, as Americans with Disabilities Act (504) Officer
- Resolution 12314-15:** Appoint the Willis Group to Serve as Broker of Record for Health and Dental Benefits
- Resolution 12315-15:** Name Depositories
- Resolution 12316-15:** Authorize Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, to Award Contracts up to the Bid Threshold
- Resolution 12317-15:** Authorize Robert Glowacky, Superintendent, and/or Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, to Sign Checks and Vouchers in Matters Relating to the General Operation of the School District

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION  
1500 ROUTE 57 ~ WASHINGTON, NJ 07882  
REORGANIZATION MEETING AGENDA  
NOVEMBER 2, 2015**

- Resolution 12318-15:** Authorize Robert Glowacky, Superintendent, and/or Edmund Zalewski, the Assistant Superintendent of Business/Board Secretary, to Operate the School District in Accordance with Title 18A, Title 6, and Board Policy
- Resolution 12319-15:** Designate the Official Newspapers
- Resolution 12320-15:** Adopt Open Public Meetings Act
- Resolution 12321-15:** Adopt Warren County Technical School Policies
- Resolution 12322-15:** Approve Warren County Technical School Curriculum and Textbooks
- Resolution 12323-15:** Set Meeting Time and Place of Regular Board of Education Meetings
- Resolution 12324-15:** Appoint SSP Architects to Serve as Architect of Record
- Resolution 12325-15:** Approve Maximum Travel Expenses
- Resolution 12298-15:** Appoint Edmund Zalewski, Assistant Superintendent of Business, to Serve as Board Secretary

ROLL CALL VOTE: *Motion Carried:* Yes / No

Johnson-Demeter \_\_\_ Lamonte \_\_\_ Roschewsk \_\_\_ Rutledge \_\_\_ Shotwell \_\_\_

- Resolution 12299-15:** Appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as Purchasing Agent

On the motion of \_\_\_\_, seconded by \_\_\_\_, RESOLVED, that this Board appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as Purchasing Agent.

ROLL CALL VOTE: *Motion Carried:* Yes / No

Johnson-Demeter \_\_\_ Lamonte \_\_\_ Roschewsk \_\_\_ Rutledge \_\_\_ Shotwell \_\_\_

- Resolution 12300-15:** Appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as Certifying Officer

On the motion of \_\_\_\_, seconded by \_\_\_\_, RESOLVED, that this Board appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as the Certifying Officer.

ROLL CALL VOTE: *Motion Carried:* Yes / No

Johnson-Demeter \_\_\_ Lamonte \_\_\_ Roschewsk \_\_\_ Rutledge \_\_\_ Shotwell \_\_\_

- Resolution 12301-15:** Appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as Custodian of Government Records

On the motion of \_\_\_\_, seconded by \_\_\_\_, RESOLVED, that this Board appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as Custodian of Government Records.

ROLL CALL VOTE: *Motion Carried:* Yes / No

Johnson-Demeter \_\_\_ Lamonte \_\_\_ Roschewsk \_\_\_ Rutledge \_\_\_ Shotwell \_\_\_

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION  
1500 ROUTE 57 ~ WASHINGTON, NJ 07882  
REORGANIZATION MEETING AGENDA  
NOVEMBER 2, 2015**

**Resolution 12302-15:**                    **Appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as the Public Agency Compliance Officer**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as Public Agency Compliance Officer.

ROLL CALL VOTE: ***Motion Carried:** Yes / No*

Johnson-Demeter \_\_\_ Lamonte \_\_\_ Roschewsk \_\_\_ Rutledge \_\_\_ Shotwell \_\_\_

**Resolution 12303-15:**                    **Appoint Robert Wheatley, Instructor, as the Security Officer**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board appoint Robert Wheatley, Instructor, as the Security Officer.

ROLL CALL VOTE: ***Motion Carried:** Yes / No*

Johnson-Demeter \_\_\_ Lamonte \_\_\_ Roschewsk \_\_\_ Rutledge \_\_\_ Shotwell \_\_\_

**Resolution 12304-15:**                    **Appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as the Board Secretary to the Board of School Estimate**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as the Board Secretary to the Board of School Estimate.

ROLL CALL VOTE: ***Motion Carried:** Yes / No*

Johnson-Demeter \_\_\_ Lamonte \_\_\_ Roschewsk \_\_\_ Rutledge \_\_\_ Shotwell \_\_\_

**Resolution 12305-15:**                    **Appoint Paula Hatch as the Treasurer of School Moneys**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board appoint Paula Hatch as the Treasurer of School Moneys at a salary of \$4,600.00.

ROLL CALL VOTE: ***Motion Carried:** Yes / No*

Johnson-Demeter \_\_\_ Lamonte \_\_\_ Roschewsk \_\_\_ Rutledge \_\_\_ Shotwell \_\_\_

**Resolution 12306-15**                    **Appoint Members to the Board of School Estimate**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that the Board President and Vice President be appointed as members of the Board of School Estimate.

ROLL CALL VOTE: ***Motion Carried:** Yes / No*

Johnson-Demeter \_\_\_ Lamonte \_\_\_ Roschewsk \_\_\_ Rutledge \_\_\_ Shotwell \_\_\_

**Resolution 12307-15:**                    **Appoint Steve Daku, Facilities Manager, as Integrated Pest Management Coordinator**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that the Board appoint Steve Daku, Facilities Manager, as the Integrated Pest Management Plan Coordinator.

ROLL CALL VOTE: ***Motion Carried:** Yes / No*

Johnson-Demeter \_\_\_ Lamonte \_\_\_ Roschewsk \_\_\_ Rutledge \_\_\_ Shotwell \_\_\_

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REORGANIZATION MEETING AGENDA**  
**NOVEMBER 2, 2015**

**Resolution 12308-15:**                    **Appoint Steve Daku, Facilities Manager, as the Indoor Air Quality Designated Person**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board appoint Steve Daku, Assistant Facilities Manager, as the indoor air quality designated person.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**Resolution 12309-15:**                    **Appoint Steve Daku, Facilities Manager, as Asbestos Management Plan Designated Person**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board appoint Steve Daku, Facilities Manager, as the Asbestos Management Plan designated person in charge of administering the plan.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**Resolution 12310-15:**                    **Appoint Steve Daku, Facilities Manager, as Written Hazardous Communication Program Designated Person**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board appoint Steve Daku, Facilities Manager, as the Written Hazardous Communication designated person in charge of administering the plan.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**Resolution 12311-15:**                    **Appoint Steve Daku, Facilities Manager as Employer Responsible Right to Know Official (ERRO)**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board appoints Steve Daku, Facilities Manager, as the Employer Responsible Right to Know Official.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**Resolution 12312-15:**                    **Appoint Geta Vogel, Principal, as Affirmative Action Officer**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board appoint Geta Vogel, Principal, as Affirmative Action Officer.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION  
1500 ROUTE 57 ~ WASHINGTON, NJ 07882  
REORGANIZATION MEETING AGENDA  
NOVEMBER 2, 2015**

**Resolution 12313-15:**                    **Appoint John Mylecraine, Assistant Principal, as Americans with Disabilities Act (504) Officer**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board appoint John mylecraine, Assistant Principal, as Americans with Disabilities Act (504) Officer.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_ Lamonte \_\_\_ Roschewsk \_\_\_ Rutledge \_\_\_ Shotwell \_\_\_

**Resolution 12314-15:**                    **Appoint the Willis Group to Serve as Broker of Record for Health and Dental Benefits**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board appoint the Willis Group to serve as the Broker of Record for Health and Dental Benefits.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_ Lamonte \_\_\_ Roschewsk \_\_\_ Rutledge \_\_\_ Shotwell \_\_\_

**Resolution 12315-15:**                    **Name Depositories**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that the following depositories be named for the accounts indicated:

General Account – PNC Bank  
Payroll Account – PNC Bank  
Agency Account – PNC Bank  
Cafeteria Account - PNC Bank

Day School Student Activity – PNC Bank  
Athletic Activities Account – PNC Bank  
Unemployment Depository – PNC Bank

Temporary Investments – Authorize the Board Secretary to invest surplus moneys in any State approved depositories.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_ Lamonte \_\_\_ Roschewsk \_\_\_ Rutledge \_\_\_ Shotwell \_\_\_

**Resolution 12316-15:**                    **Authorize Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, to Award Contracts up to the Bid Threshold**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board authorize Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, to award contracts up to the bid threshold.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_ Lamonte \_\_\_ Roschewsk \_\_\_ Rutledge \_\_\_ Shotwell \_\_\_

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION  
1500 ROUTE 57 ~ WASHINGTON, NJ 07882  
REORGANIZATION MEETING AGENDA  
NOVEMBER 2, 2015**

**Resolution 12317-15:**                    **Authorize Robert Glowacky, Superintendent, and/or Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, to Sign Checks and Vouchers in Matters Relating to the General Operation of the School District**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board authorize Robert Glowacky, Superintendent, and/or Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, to sign checks and vouchers in matters relating to the general operation of the school district.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**Resolution 12318-15:**                    **Authorize Robert Glowacky, Superintendent, and/or Edmund Zalewski, the Assistant Superintendent of Business/Board Secretary, to Operate the School District in Accordance with Title 18A, Title 6, and Board Policy**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board authorize Robert Glowacky, Superintendent, and/or Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, to operate the school district in accordance with Title 18A, Title 6, Board Policy and other rules and regulation as befit the Warren County Technical School District.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**Resolution 12319-15:**                    **Designate the Official Newspapers**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that the Star-Ledger, Newark, New Jersey, the Express Times, Easton, Pennsylvania, and the Warren Reporter, Washington New Jersey, be designated the official newspaper(s) for publication of legal notices.

BE IT FURTHER RESOLVED, that the Business Administrator be allowed to use any of these papers as may be necessary based on the situation.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**Resolution 12320-15:**                    **Adopt Open Public Meetings Act**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that the Board adopt the following in accordance with the provisions of the Open Public Meetings Act N.J.S.A. 10:4-6 et seq.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_



**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REORGANIZATION MEETING AGENDA**  
**NOVEMBER 2, 2015**

**Resolution 12321-15:**            **Adopt Warren County Technical School Policies**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that all existing policies of the Board remain in effect for one year subject to change by rules within these policies

Teacher/Master Schedules  
Teacher Handbook  
Student Handbook  
Emergency Management Plan

All exhibits available for review in High School Office.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**Resolution 12322-15:**            **Approve Warren County Technical School Curriculum and Textbooks**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that all existing policies of the Board approve the Curriculum and Textbooks for the 2015-16 School year.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**Resolution 12323-15:**            **Set Meeting Time and Place of Regular Board of Education Meetings**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that the regular Board of Education meetings be held at the Warren County Technical School on the 3<sup>rd</sup> Wednesday of each month unless otherwise noted. The Board will open in public session at 5:00 pm. and immediately go into executive session until 5:30 pm. when public session will begin except for the reorganization meeting. Meeting dates are as follows:

November 18, 2015	May 18, 2016
December 16, 2015	June 14, 2016 (Tuesday- Graduation conflict)
January 20, 2016	July 20, 2016
February 17, 2016	August 31, 2016 (5 <sup>th</sup> Wednesday)
March 2, 2016 (Tentative Budget Meeting)	September 21, 2016
March 16, 2016	October 19, 2016
April 20, 2016	November 1, 2016 (Reorganization Meeting - 5:00 pm.)

*Special Meetings will be advertised within appropriate state guidelines.*

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**Resolution 12324-15:**            **Appoint SSP Architects to Serve as Architect of Record**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board appoints SSP Architects as the architect of record.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION  
1500 ROUTE 57 ~ WASHINGTON, NJ 07882  
REORGANIZATION MEETING AGENDA  
NOVEMBER 2, 2015**

**Resolution 12325-15:            Approve Maximum Travel Expenses**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the maximum travel expenses for the year of \$5,000 per employee.

ROLL CALL VOTE:

*Motion Carried:* Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**2015 Comprehensive Annual Financial Report Presentation**

**Resolution 12326-15:            Approve the Following Reorganization Agenda Items as Listed Below:**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the following resolutions as listed below:

- |                                    |  |
|------------------------------------|--|
| <b><u>Resolution 12327-15:</u></b> | <b>Acknowledge Receipt of the Comprehensive Annual Financial Report (CAFR) and Report of Administrative Findings for the 2014-2015 School Year, with Recommendations</b> |
| <b><u>Resolution 12328-15:</u></b> | <b>Implement the Corrective Action Plan for the FY15 Audit Recommendations</b>   |
| <b><u>Resolution 12329-15:</u></b> | <b>Accept the Resignation for Retirement of Connie Piccola, Math Instructor, Effective December 31, 2014</b>   |
| <b><u>Resolution 12330-15:</u></b> | <b>Approve a Maternity/Disability Leave of Absence for Ms. N. Lara</b>   |
| <b><u>Resolution 12331-15:</u></b> | <b>Approve Job Description for Director of Curriculum Instruction/Post-Secondary Education</b>   |
| <b><u>Resolution 12332-15:</u></b> | <b>Approve Gary Colucci a as the Director of Curriculum Instruction/Post-Secondary Education</b>   |
| <b><u>Resolution 12333-15:</u></b> | <b>Rescind Resolution 12067-15 Employ Extra-Curricular Personnel for the 2015 -2016 School Year</b>  |
| <b><u>Resolution 12334-15:</u></b> | <b>Employ Extra Curricular Personnel for the 2015-2016 School Year</b>   |
| <b><u>Resolution 12335-15:</u></b> | <b>Approve Comprehensive Maintenance Plan for School Year 2015-2016</b>  |

ROLL CALL VOTE:

*Motion Carried:* Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**Resolution 12327-15:            Acknowledge Receipt of the Comprehensive Annual Financial Report (CAFR) and Report of Administrative Findings for the 2014-2015 School Year, with Recommendations**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that the Comprehensive Annual Financial Report (CAFR) and the Report of the Administrative Findings, as prepared by the Superintendent, Assistant Superintendent of Business/Board Secretary and the Auditing Firm of Nisivoccia and Company, LLP, be received and accepted, discussed, and ordered filed in the Board Office, noting that there are recommendations; and BE IT FURTHER RESOLVED, that the State Department of Education be notified accordingly.

ROLL CALL VOTE:

*Motion Carried:* Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION  
1500 ROUTE 57 ~ WASHINGTON, NJ 07882  
REORGANIZATION MEETING AGENDA  
NOVEMBER 2, 2015**

**Resolution 12328-15:                    Implement the Corrective Action Plan for the FY15 Audit Recommendations**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the attached Corrective Action Plan for the FY15 Audit Recommendations as presented in the Auditors Management Report and direct the Assistant Superintendent of Business/Board Secretary to implement remediation as set forth in the plan in a timely manner.

BE IT FURTHER RESOLVED, that the Business Administrator makes periodic reports to the Board on the status of the Corrective Action Plan.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**Resolution 12329-15:                    Accept the Resignation for Retirement of Connie Piccola, Math Instructor, Effective December 31, 2015**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED that this Board accept, with regret, the resignation for retirement of Connie Piccola, Math Instructor, effective December 31, 2015.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**Resolution 12330-15:                    Approve a Maternity/Disability Leave of Absence for Ms. N. Lara**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, RESOLVED, that this Board approve a maternity/disability leave of absence for Ms. N. Lara commencing January 2, 2016 through April 4, 2016.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**Resolution 12331-15:                    Approve Job Description for Director of Curriculum Instruction/Post-Secondary Education**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, RESOLVED, that this Board approves the Director of Curriculum Instruction/Post-Secondary Education job description.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**Resolution 12332-15:                    Approve Gary Colucci a as the Director of Curriculum Instruction/Post-Secondary Education**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, RESOLVED, that this Board approves hiring Gary Colucci as the Director of Curriculum Instruction/Post-Secondary Education for the 2015-2016 school year at a salary of \$79,999.00 effective November 1, 2015.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION  
1500 ROUTE 57 ~ WASHINGTON, NJ 07882  
REORGANIZATION MEETING AGENDA  
NOVEMBER 2, 2015**

**Resolution 12333-15:                      Rescind Resolution 12067-15 Employ Extra-Curricular Personnel for the 2015 -2016 School Year**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, RESOLVED, that this Board rescinds resolution 12067-15 Employ Extra-Curricular Personnel for the 2015 -2016 School Year.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**Additional Information:** Resolution is being rescinded so that the lead teacher roles can be removed.

**Resolution 12334-15:                      Employ Extra Curricular Personnel for the 2015-2016 School Year**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board employs extra curricular personnel for the 2015-2016 school year for the period from August 31, 2015 to June 30, 2016 as follows:

<b><u>Last</u></b>	<b><u>First</u></b>	<b><u>Extra Curricular Personnel</u></b>	<b><u>Stipend</u></b>
Banquecer	Christopher	Senior Class Advisor w/T. Leal	\$669
Bobish	Randy	Drama Director	\$5,794
Colabella	Patricia	Tutor – Math – 2 hours per day/1 day per week	\$33/hour
Connolly	Stefanie	Junior Class Advisor w/K. Sarte	\$669
Engel	Amanda	Student Government Advisor	\$1,338
Goodell	Laura	Freshman Class Advisor w/N. Lara	\$669
Lara	Noris	Freshman Class Advisor w/L. Goodell	\$669
Leal	Tracy	Senior Class Advisor w/C. Banquecer	\$669
Leal	Tracy	Tutor – English – 2 hours per day/1 day per week	\$33/hour
Leal	Tracy	Home Instructor	\$25/hour
Lilly	Patrick	Culinary Advisor	\$2,897
Lilly	Patrick	SkillsUSA Advisor – CTE	\$1,620.50
McCormick	Kim	Tutor – Science – 2 hours per day/1 day per week	\$33/hour
McGeough	Sean	Robotics Club Advisor	\$813
Miller	Lori	National Honor Society	\$813
SanFilippo	Heidi	Detention Proctor	\$35.27/hour
SanFilippo	Heidi	Tutor – Basic Skills – 2 hours per day/1 day per week	\$33/hour
SanFilippo	Heidi	Home Instructor	\$25/hour
Sarte	Kristen	AM Student Monitor – Fall Semester	\$1,129/semester
Sarte	Kristen	Anti-Bullying Specialist	\$1,370
Sarte	Kristen	Junior Class Advisor w/S. Connolly	\$669
Sarte	Kristen	Peer2Peer Advisor	\$813
Schubert	Mary Jane	Sophomore Class Advisor w/Z. Ziegler-Harbor	\$669
Segreaves	Ross	AM Student Monitor – Fall Semester	\$1,129/semester
Slowik	Jasmine	Technical Theater Advisor	\$813
Slowik	Jasmine	Anime-Gamers Club Advisor	\$813
Wheatley	Robert	Detention Proctor	\$33.16/hour
Wheatley	Robert	Police Explorers Club Advisor	\$813
Wheatley	Robert	School Security Liaison	\$5,794
Ziegler-Harbor	Zana	Sophomore Class Advisor w/MJ Schubert	\$669

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**Additional Information:** Lead teacher roles have been removed as the work has not been started and function is being assigned to Mr. Colucci.

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION  
1500 ROUTE 57 ~ WASHINGTON, NJ 07882  
REORGANIZATION MEETING AGENDA  
NOVEMBER 2, 2015**

**Resolution 12335-15:                    Approve Comprehensive Maintenance Plan for School Year 2015-2016**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the Comprehensive Maintenance Plan for 2015-2016 school year.

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities; and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of the Warren County Technical School are consistent with these requirements; and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid.

NOW THEREFORE BE IT RESOLVED, that the Warren County Technical School Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Warren County Technical School in compliance with Department of Education requirements.

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Roschewsk \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_

**ADJOURNMENT**

Motion to adjourn the meeting by \_\_\_\_\_, seconded by \_\_\_\_\_, the Board adjourned the meeting at \_\_\_\_\_.

VOICE VOTE: Yeas:\_\_\_\_ Nays:\_\_\_\_ Abstain:\_\_\_\_ Absent:\_\_\_\_

***Motion Carried:*** Yes / No