

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING AGENDA**  
**November 20, 2013**

**CALL TO ORDER**

President Johnson-Demeter called the meeting to order at 5:02 p.m. on Wednesday, November 20, 2013 at the Warren County Technical School, 1500 Route 57, Washington, NJ 07882.

**Flag Salute** –President Johnson-Demeter

**Opening Statement** –President Johnson-Demeter

Pursuant to the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6 et seq, the Board Secretary caused notice of this meeting to be given to the public and the press on November 6, 2013.

**Roll Call** – Board Secretary Zalewski

**Present:** Rosalie Lamonte, Rob Roschewsk, David Shotwell and Ellen Johnson-Demeter  
**Absent:** Gus Rutledge  
**Also Present:** Robert Glowacky, Chief School Administrator  
Edmund Zalewski, Board Secretary  
Bruce Jones, Attorney

**Others Present:** Approximately 20 members of the public.

**Adopt the Meeting Agenda**

**Resolution 11522-13: Adopt the Meeting Agenda**

On the motion of Mr. Roschewsk, seconded by Mr. Shotwell, RESOLVED, that this Board adopts the Meeting Agenda for the November 20, 2013 meeting as published with any addenda.

VOICE VOTE: YEAS: 4

ABSENT: Mr. Rutledge

**MOTION CARRIED**

**Resolution E511-13: Personnel, Negotiations and Legal Matters**

On the motion of Mr. Roschewsk, seconded by Mr. Shotwell, the Board moved into executive session at 5:03 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:
  - Special Education case 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: Mr. Rutledge

**MOTION CARRIED**

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**Resolution E512-13:                      Resume Regular Session**

On the motion of Mr. Shotwell, seconded by Mr. Roschewsk, the Board reconvened into regular session at 5:34 p.m.

VOICE VOTE: YEAS: 4

ABSENT: Mr. Rutledge

**MOTION CARRIED**

**Discussion**

- **PUBLIC COMMENTS**
  - Sophomore Students requested the Board approve a fundraiser for a class ring and ring ceremony for a student who passed away over the summer. The Board agreed with the plan.
- **COMMUNICATIONS**
- **SUPERINTENDENT'S REPORT**
  - Mrs. Vogel Introduced the October Students of the Month: Alanna Szabanos – Grade 10 – Spanish; Matthew Vital – Grade 10 – Engineering; and Bailey Duffell – Grade 10 – School Service Award
- **HIB REPORT**
  - Mr. Glowacky advised the Board of the two (2) incidents that were reported since the October Board Meeting.
- **BOARD PRESIDENT'S REPORT**
  - Mrs. Johnson-Demeter asked if the school discussed the Common Core Curriculum with its staff. Mr. Glowacky stated that it is addressed at the monthly in-service training sessions.
- **DISCUSS EDUCATIONAL ISSUES**
  - Mr. Glowacky discussed the HSPA performance report that 40% of the students are not ready for college. He is also waiting for the results of the PARCC field testing.
- **NEW BUSINESS**
  - Mr. Zalewski updated the Board on the Budget process and the need to shut down non-essential purchasing. He is starting to develop the budget for the 2014-2015 school year. The Board requested that the staff be required to submit their needs request for the next school year by the beginning of January in order to assess the needs of the district. One suggestion is to start charging for after school activities. The Board requested that lists of after school clubs be provided monthly to the Board.

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**F. Minutes – Regular Meeting Minutes**

**Resolution 11523-13: Approve Board Meeting Minutes as Listed Below**

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

**Resolution 11524-13: Approve October 16, 2013 Regular Meeting Minutes**

**Resolution 11525-13: Approve October 16, 2013 Regular Meeting Executive Session Minutes**

**Regulation 11526-13: Approve November 4, 2013 Organization Meeting Minutes**

**SEE INDIVIDUAL RESOLUTIONS BELOW**

**Resolution 11524-13: Approve October 16, 2013 Regular Meeting Minutes**

On the motion of Mr. Shotwell, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the Regular Meeting Minutes of October 16, 2013.

VOICE VOTE: YEAS: 4

ABSENT: Mr. Rutledge

**MOTION CARRIED**

**Resolution 11525-13: Approve October 16, 2013 Regular Meeting Executive Session Minutes**

On the motion of Mr. Shotwell, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of October 16, 2013.

VOICE VOTE: YEAS: 4

ABSENT: Mr. Rutledge

**MOTION CARRIED**

**Resolution 11526-13: Approve November 4, 2013 Organization Meeting Minutes**

On the motion of Mr. Shotwell, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the Organization Meeting Minutes of November 4, 2013.

VOICE VOTE: YEAS: 3

ABSTAIN: Dr. Lamonte

ABSENT: Mr. Rutledge

**MOTION CARRIED**

**FINANCE**

**Resolution 11527-13: Approve November 2013 Finance Resolutions as Listed Below**

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

**Resolution 11528-13: Receive, Accept, and Approve October 2013 Financial Reports**

**Resolution 11529-13: Board of Education's Monthly Certification of Major Account/Fund Status**

**Resolution 11530-13: Approve Payment of Bills for November 2013**

**Resolution 11531-13: Approve Transfers for October 2013**

**Resolution 11532-13: Accept County Apprenticeship Coordinator Grant for FY14**

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 4

ABSENT: Mr. Rutledge

**MOTION CARRIED**

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**Resolution 11528-13:                    Receive, Accept, and Approve October 2013 Financial Reports**

On the motion of Mr. Shotwell, seconded by Mr. Roschewsk, RESOLVED, that the October 2013 financial reports of the Secretary and Treasurer be received, accepted, and approved.

(Recommended by the Chief School Administrator)

Exhibit: F1

ROLL CALL VOTE: YEAS: 4                    ABSENT: Mr. Rutledge                    **MOTION CARRIED**

**Resolution 11529-13:                    Board of Education's Monthly Certification of Major Account/Fund Status**

On the motion of Mr. Shotwell, seconded by Mr. Roschewsk, RESOLVED, that the following Board of Education's Monthly Certification of Budgetary Major Account/Fund Status be approved:

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

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, we certify that as October 31, 2013, after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials that to the best of our knowledge, no major account or fund has been over expended. The district board of education has implemented adequate controls to prevent the over-expenditure of any funds or yearly deficit in major accounts in accordance with N.J.A.C. 6A:23A-16.10(c)4.

(Recommended by the Chief School Administrator)

Exhibit: F2

ROLL CALL VOTE: YEAS: 4                    ABSENT: Mr. Rutledge                    **MOTION CARRIED**

**Resolution 11530-13:                    Approve Payment of Bills for November 2013**

On the motion of Mr. Shotwell, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for November in the amount of \$962,206.15.

(Recommended by the Chief School Administrator)

Exhibit: F3

ROLL CALL VOTE: YEAS: 4                    ABSENT: Mr. Rutledge                    **MOTION CARRIED**

**Resolution 11531-13:                    Approve Transfers for October 2013**

On the motion of Mr. Shotwell, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the transfers of monies for the month of October 2013 in the amount of \$342,130.

(Recommended by the Chief School Administrator)

Exhibit: F4

ROLL CALL VOTE: YEAS: 4                    ABSENT: Mr. Rutledge                    **MOTION CARRIED**



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**Resolution 11535-13:**                    **Hire Eric Sciotto to Teach 4 Master Classes in Dance for Theater Arts**

On the motion of Mr. Roschewsk, seconded by Mr. Shotwell, RESOLVED, that this Board hires Eric Sciotto to teach four (4) master classes in dance for Theater Arts students. Mr. Sciotto will teach from 8:00 -11:00 a.m. and 1:00 – 3:00 p.m. on those 4 days at the rate of pay of \$75.00 per hour for a total payment of \$1,500.00.

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 4                    ABSENT: Mr. Rutledge                    **MOTION CARRIED**

**Resolution 11536-13:**                    **Employ Substitute Instructors for the 2013-2014 School Year**

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

Roland Lytle  
Barbara Salas

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 4                    ABSENT: Mr. Rutledge                    **MOTION CARRIED**

**Resolution 11537-13:**                    **Employ Post-Secondary Substitute Instructors for the 2013-2014 School Year**

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

Heather Burd – Cosmetology

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 4                    ABSENT: Mr. Rutledge                    **MOTION CARRIED**

**Resolution 11538-13:**                    **Employ Christopher Cota as Post-Secondary Welding Instructor for the 2013-2014 School Year**

On the motion of Mr. Roschewsk, seconded by Mr. Shotwell, RESOLVED, that this Board employs Christopher Cota as Post Secondary Welding Instructor for I.B.E.W. Local 102 Welding Class at the rate of \$30.00 per hour for the 2013-2014 school year as required by I.B.E.W. Local 102.

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 4                    ABSENT: Mr. Rutledge                    **MOTION CARRIED**



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**CURRICULUM**

**POLICY**

**Resolution 11541-13:**                    **Approve on Second Reading Revisions to the Board Policy Manual**

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

3144.12	Certification of Tenure Charges – Inefficiency – Policy
3144.3	Suspension Upon Certification of Tenure Charge – Policy
3372	Teaching Staff Member Tenure Acquisition – Policy
3373	Tenure Upon Transfer or Promotion – Policy
3374	Tenure Upon Transfer to an Underperforming School – Policy
4124	Employment Contract – Policy
5512	Harassment, Intimidation, and Bullying – Policy
R5512	Harassment, Intimidation, or Bullying Investigation Procedure - Regulation

VOICE VOTE: YEAS: 4

ABSENT: Mr. Rutledge

**MOTION CARRIED**

**OTHER NEW BUSINESS**

**Resolution 11542-13:**                    **Accept Fall 2013 Bus Evacuation Drill Report**

On the motion of Mr. Roschewsk, seconded by Mr. Shotwell, RESOLVED, that this Board accepts the Fall 2013 Bus Evacuation Drill Report per the attached Exhibit.

(Recommended by the Chief School Administrator)

Exhibit: B

ROLL CALL VOTE: YEAS: 4

ABSENT: Mr. Rutledge

**MOTION CARRIED**

**ADDENDUM ITEMS**

**Resolution 11543-13:**                    **Approve Agreement with WCSSSD Consolidating School Meal Programs**

On the motion of Mr. Roschewsk, seconded by Mr. Shotwell, RESOLVED, that this Board approves the agreement with the Warren County Special Services School District to accept authority to operate the school meals program for the students of WCSSSD that attend Warren County Technical School for the period of September 1, 2013 through June 30, 2014.

(Recommended by the Chief School Administrator)

Exhibit: See hand out

ROLL CALL VOTE: YEAS: 4

ABSENT: Mr. Rutledge

**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: September, 2012

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

In order to permit the fair and orderly expression of such comment, the Board shall set aside a portion of every Board meeting, the length of the portion to be determined by the Board, for public comment on any school or school district issue that a member of the public feels may be of concern to the residents of the school district.

Public participation shall be governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, place of residence, and group affiliation, if appropriate;
  2. Each statement made by a participant shall be limited to three (3) minutes' duration;
  3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
  4. All statements shall be directed to the presiding officer; no participant may address or question Board members individually;
  5. The presiding officer may:
    - a. Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;
    - b. Request any individual to leave the meeting when that person does not observe reasonable decorum;
    - c. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
    - d. Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and
    - e. Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.
- 
- **Ms. Arnold asked the Board if she could extend an invitation to the morning Sprouts to attend the afternoon so the students could gain more experience. The Board supported the request. The Board suggested that tuition could be waived for students who could not afford to attend.**
  - **Ms. Arnold stated that the Activity Day was a success. She thanked Ms. Beneducci for organizing the event. Ms. Beneducci thanked the Board for the support. Mrs. Johnson-Demeter was concerned with the low attendance for the day. Both Ms. Beneducci and Ms. Arnold stated that the students had a negative view of the day prior to it occurring, but the response was positive after the program.**

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**ADJOURNMENT**

**Adjourn the Meeting**

On the motion of Mr. Shotwell, seconded by Mr. Roschewsk, the Board adjourned the meeting at 6:50 p.m.

VOICE VOTE: YEAS: 4

ABSENT: Mr. Rutledge

**MOTION CARRIED**

**Upcoming Dates of Interest:**

December 18, 2013      BOE Meeting                      5:00 p.m. Executive Session      5:30 p.m. Regular Session

Respectively Submitted,

Edmund Zalewski