

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
December 17, 2014

CALL TO ORDER

President Johnson-Demeter will call the meeting to order at 5:00 p.m. on Wednesday, December 17, 2014 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 4, 2014.

Roll Call – Board Secretary Zalewski

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

Others Present: Approximately 5 members of the public.

Adopt the Meeting Agenda

Resolution 11933-14: Adopt the Meeting Agenda

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board adopts the Meeting Agenda for the December 17, 2014 meeting as published with any addenda.

VOICE VOTE: YEAS: 4 ABSENT: Dr. Lamonte **MOTION CARRIED**

Resolution E541-14: Personnel, Negotiations and Legal Matters

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, the Board moved into executive session at 5:02 p.m. by adopting the following resolution:

BE IT RESOLVED, by the Board of Education of the Warren County Technical School as follows:

- A. That the public be excluded from the attendance at a portion of this meeting for the reason that the following subject matter be discussed:
 - Discussion of Employee #0749 (Employee has been RICED)
 - Superintendent Evaluation – Please see Superintendent's Reports
- B. The Board may exclude the public from the meeting pursuant to N.J.S.A. 10:4-12, B3 & B8 of the Open Public Meetings Act.
- C. The matters discussed will be revealed to the public when the Board determines that such would not invade any right of privacy.
- D. Action may be taken.

VOICE VOTE: YEAS: 4 ABSENT: Dr. Lamonte **MOTION CARRIED**

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Resolution E542-14: Resume Regular Session

On the motion of Mr. Roschewsk, seconded by Mr. Rutledge, the Board reconvened into regular session at 5:35 p.m.

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

Discussion

- **PUBLIC COMMENTS - Related to Agenda Items Only - None.**
- **COMMUNICATIONS - None.**
- **SUPERINTENDENT'S REPORT**
 - Students of the Month for November will be introduced - Rescheduled to January.
 - Mr. Glowacky discussed the Bomb Threat that occurred earlier in the day and praised the staff, students and emergency personnel for their actions.
 - Mr. Roschewsk suggested that all Administrators take FEMA (ICS100) Training to understand the terminology used by law enforcement.
- **HIB REPORT**
 - Five (5) incidents were reported since the November Board Meeting
- **BOARD PRESIDENT'S REPORT**
 - Mrs. Johnson-Demeter commended the PTA for the Craft Fair, which has become one of the top in the County. She also thanked the staff members who participated at the craft fair.
- **DISCUSS EDUCATIONAL ISSUES – None.**
- **NEW BUSINESS**
 - Mr. Zalewski updated the Board on the Solar Power project.

F. Minutes – Regular Meeting Minutes

Resolution 11934-14: Approve Board Meeting Minutes as Listed Below

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

Resolution 11935-14: Approve November 19, 2014 Regular Meeting Minutes

Resolution 11936-14: Approve November 19, 2014 Regular Meeting Executive Session Minutes

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

Resolution 11935-14: Approve November 19, 2014 Regular Meeting Minutes

On the motion of Mr. Roschewsk, seconded by Mr. Rutledge, RESOLVED, that this Board approves the Regular Meeting Minutes of November 19, 2014.

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

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Resolution 11936-14:

Approve November 19, 2014 Regular Meeting Executive Session Minutes

On the motion of Mr. Roschewsk, seconded by Mr. Rutledge, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of November 19, 2014.

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

FINANCE

Resolution 11937-14:

Approve December 2014 Finance Resolutions as Listed Below

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

Resolution 11938-14:

Receive, Accept, and Approve November 2014 Financial Reports

Resolution 11939-14:

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

Resolution 11940-14:

Approve Payment of Bills for December 2014

Resolution 11941-14:

Approve Transfers for November 2014

Resolution 11942-14:

Adopt the Tuition Rates Effective September 2015

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

Resolution 11938-14:

Receive, Accept, and Approve November 2014 Financial Reports

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that the November 2014 financial reports of the Secretary and Treasurer be received, accepted, and approved.

(Recommended by the Superintendent)

Exhibit: F1

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

Resolution 11939-14:

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

On the motion of Mr. Rutledge, 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 November 30, 2014, 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)

Exhibit: F2

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

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Resolution 11940-14: Approve Payment of Bills for December 2014

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for December in the amount of \$864,397.79.

(Recommended by the Superintendent)

Exhibit: F3

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

Resolution 11941-14: Approve Transfers for November 2014

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the transfers of monies for the month of November 2014.

(Recommended by the Superintendent)

Exhibit: F4

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

Resolution 11942-14: Adopt the Tuition Rates Effective September 2015

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board set the Tuition Rates effective September 2015 for the High School programs and Post-Secondary Programs as follows:

Program	In County Tuition Proposed	Out Of County Tuition
High School (9-12)	\$3,600	\$11,000
High School Transition & BD (9-12)	\$22,000	N/A
High School Transportation Surcharge	\$0.00	N/A
HVAC (Post-Secondary)	\$5,500 + fees	\$ 8,000
Cosmetology (Post-Secondary)	\$6,700+ fees	\$10,000
LPN (Post-Secondary)	\$9,000 + fees	\$13,000

(Recommended by the Superintendent)

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

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PERSONNEL

Resolution 119 43-14: **Approve December 2014 Personnel Resolutions as Listed Below**

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

- Resolution 11944-14:** **Approve a Maternity/Disability Leave of Absence for Ms. P. Seugling**
Resolution 11945-14: **Employ Extra Curricular Personnel for the 2014-2015 School Year**
Resolution 11946-14: **Approve District Evaluation Advisory Committee for 2014-2015 school year**
Resolution 11947-14: **Employ Substitute Instructors for the 2014-2015 School Year**
Resolution 11948-14: **Employ Ross Segreaves as Spanish Tutor for a Maximum of 8 Hours for the 2014-2015 School Year**
Resolution 11949-14: **Approve Merit Goal Payout for Edmund Zalewski**

(Recommended by the Superintendent)

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

Resolution 11944-14: **Approve a Maternity/Disability Leave of Absence for Ms. P. Seugling**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approve a maternity/disability leave of absence for Ms. P. Seugling commencing March 12, 2015 through April 15, 2015 and a Family Leave of Absence, without pay, to commence April 16, 2015 through June 5, 2015.

(Recommended by the Superintendent)

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

Resolution 11945-14: **Employ Extra Curricular Personnel for the 2014-2015 School Year**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board employs extra curricular personnel for the 2014-2015 school year for the period from September 1, 2014 to June 30, 2015 as follows:

<u>Last</u>	<u>First</u>	<u>Extra Curricular Personnel</u>	<u>Stipend</u>
Lilly	Patrick	A.M. Monitor – Fall Semester prorated from November 21, 2014	\$1,075/semester = \$418.00
Slowik	Jasmine	Technical Theater Advisor	\$774.00

(Recommended by the Superintendent)

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

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Resolution 11946-14:

Approve District Evaluation Advisory Committee for 2014-2015 school year

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the District Evaluation Advisory Committee as required by N.J.A.C. 6A:10-2.3 for the 2014-2015 school year as follows:

Name
Robert Glowacky
Geta Vogel
Emilio Jennette
Edward Yarusinsky
Ray Gara
John Mylecraine
Zana Ziegler
Tim Longacre
David Shotwell
Rob Roschewsk
Faith Hahn

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

Resolution 11947-14:

Employ Substitute Instructors for the 2014-2015 School Year

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board employs Substitute Instructors for the 2014-2015 school year for the period from September 1, 2014 to June 30, 2015 at a salary of \$90.00 per day for each day worked as follows:

Norman Viebrock

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

Resolution 11948-14:

Employ Ross Segreaves as Spanish Tutor for a Maximum of 8 Hours for the 2014-2015 School Year

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board employs Ross Segreaves as Spanish Tutor at the rate of \$32.00 per hour for a maximum of 8 hours for the 2014-2015 school year.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

Resolution 11949-14:

Approve Merit Goal Payout for Edmund Zalewski

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the merit goal payout of \$2,409 per contract for obtaining his School Administrator Certification as per the 2014-2015 contract.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

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TRAVEL

Resolution 11950-14: **Approve Proposed Field Trips for the 2014-2015 School Year**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the following proposed Field Trips for the 2014-2015 school year:

Date	Destination	Instructor	Number Of Students	Purpose	Approximate Transportation Cost
11/19/14*	Atlantic States cast	Sean McGeough	4	Break Room Project	WCTS
11/21/14*	W. C. Engineer Office	Sean McGeough	10	Inspect local bridges currently under const.	WCTS
12/10/14*	State House Trenton	Bob Wheatley	40	Students tour of state house	\$385.00
12/17/14*	Centenary College	Kristen Sarte	5	Teen Summit	WCTS
1/11/15	Chatham High School	Sean McGeough	25	FTC Robotics Meet	WCTS
1/17/15	Timothy Christian School	Sean McGeough	25	FTC Robotics Qualifier	WCTS

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

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

POLICY – Mr. Roschewsk suggested cell phones for Teachers to send text messages to protect their privacy and so the school would have a record of the message.

Resolution 11951-14: **Approve on First Reading Revisions to the Board Policy Manual**

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

1522 – Abolish	School Level Planning – Policy
2417	Student Intervention and Referral Services – Policy
2417	Student Intervention and Referral Services – Regulation
3283	Electronic Communications Between Teaching Staff Members and Students – Policy
4283	Electronic Communications Between Support Staff Members and Students – Policy
5305	Health Services Personnel – Policy
5308	Student Health Records – Policy
5308	Student Health Records – Regulation
5310	Health Services – Policy
5310	Health Services – Regulation
5339	Screening for Dyslexia – Policy
8505	Wellness Policy/Nutrient Standards for Meals and Other Foods - Policy

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

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ADDENDUM ITEMS

Resolution 11952-14: **Approve December 2014 Addendum Resolutions as Listed Below**

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

Resolution 11953-14: **Employ Kelly Lisa as Post-Secondary Cosmetology Instructor Effective January 1, 2015 to June 30, 2015**

Resolution 11954-14: **Employ Aimee Salmon as Post-Secondary LPN Director effective January 1, 2015 to June 30, 2015**

Resolution 11955-14: **Adopt the BD & LLD Tuition Rates Effective September 2014**

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

Resolution 11953-14: **Employ Kelly Lisa as Post-Secondary Cosmetology Instructor Effective January 1, 2015 to June 30, 2015**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board employs Kelly Lisa as the Post-Secondary Cosmetology Instructor effective January 1, 2015 to June 30, 2015 at a rate of \$50,775 per year prorated to date of hire.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

Resolution 11954-14: **Employ Aimee Salmon as Post-Secondary LPN Director effective January 1, 2015 to June 30, 2015**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board employs Aimee Salmon as the Post-Secondary LPN Director Tuesday through Friday from 3:00 p.m. to 10:00 p.m. effective January 1, 2015 to June 30, 2015 at a rate of \$40,000 per year prorated to date of hire.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

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Resolution 11955-14: Adopt the BD & LLD Tuition Rates Effective September 2014

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board set the Tuition Rates effective September 2014 for the High School BD & LLD programs:

Program	In County Tuition Proposed	Out Of County Tuition
High School Transition & BD (9-12)	\$20,000	N/A
High School Transportation Surcharge	\$0.00	N/A

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

Additional Information: The BD & LLD rates had not been approved for this year. This establishes the tuition rates for the programs that were started in September.

Resolution 11956-14: Approve Unpaid Leave for Employee #0749

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves an unpaid leave of absence for Employee #0749, effective December 16, 2014.

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

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PUBLIC COMMENTS – Any topic not discussed earlier.

Policy #0167- PUBLIC PARTICIPATION IN BOARD MEETINGS

Section: Bylaws

Date Created: March, 2000

Date Edited: 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.
- Mrs. Vogel introduced Amanda Engel as a student teacher who completed her time at Warren County Technical School. Ms. Engle thanked the Board for the opportunity and enjoyed working with Ms. Leal.
 - Ms. Schubert advised the board that the PTA approved most of the grants for teachers this year.

ADJOURNMENT

Adjourn the Meeting

On the motion of Mr. Roschewsk, seconded by Mr. Rutledge, the Board adjourned the meeting at 6:25 p.m.

Upcoming Dates of Interest:

January 21, 2015 BOE Meeting 5:00 p.m. Executive Session 5:30 p.m. Regular Session

Respectively Submitted,

Edmund Zalewski