

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**December 18, 2013**

**CALL TO ORDER**

President Johnson-Demeter will called the meeting to order at 5:01 p.m. on Wednesday, December 18, 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:** Rob Roschewsk, Gus Rutledge, David Shotwell and Ellen Johnson-Demeter

**Absent:** Rosalie Lamonte

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

**Others Present:** Approximately 16 members of the public.

**Adopt the Meeting Agenda**

**Resolution 11544-13: Adopt the Meeting Agenda**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board adopts the Meeting Agenda for the December 18, 2013 meeting as published with any addenda.

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**Resolution E513-13: Personnel, Negotiations and Legal Matters**

On the motion of Mr. Shotwell, seconded by Mr. Roschewsk, the Board moved into executive session at 5:02p.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 - Complaint
- 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 E514-13:                      Resume Regular Session**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, the Board reconvened into regular session at 5:37 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**
  - Mrs. Vogel Introduced the November Students of the Month: Kevin Weinreich – Grade 10 – Physical Education; Jennalyn Carpenter – Grade 12 – Health Sciences; and Jennifer Furmanek – Grade 10 – School Service Award
- **HIB REPORT**
  - Mr. Glowacky reviewed the Six (6) incidents were reported since the November Board Meeting.
- **BOARD PRESIDENT’S REPORT**
  - Mrs. Johnson-Demeter thanked the PTA for the continued support and the great work with the Craft Fair.
  - Mrs. Johnson-Demeter also thanked Mr. Zalewski for his work in obtaining the ROD grants.
  - Mr. Roschewsk told the Board that he reviewed the student comments from the Activity Day and most responses were positive. He stated that the negative responses seemed to be from students that were in the academic groups. He suggested more non-academic activities be provided.
- **DISCUSS EDUCATIONAL ISSUES**
  - Mrs. Johnson-Demeter asked how “Snow Closings” are determined. Mr. Glowacky responded that the County Superintendents discuss the conditions with input from road departments and police departments.
  - Mr. Glowacky stated that the education of the students is the main priority of the district and non-educational activities may be cancelled if the weather impacts the district.
  - Mrs. Johnson-Demeter liked the style of the administrative reports that Mrs. Vogel and Mr. Jennette submitted this month.
  - Mrs. Johnson-Demeter asked why the student club reports were not submitted this month as was asked for. Mrs. Vogel stated that they would be submitted for next month.
  - Mrs. Johnson-Demeter stated that the field trips are being approved after the fact and must be submitted on time.
  - Mrs. Johnson-Demeter questioned the status of the senior class trip that was tabled from the previous month. She asked a student that was present of the status of the trip. The student stated that she was being blamed for the trip not moving forward the previous month. Mrs. Johnson-Demeter said that that would be incorrect, the reason he trip did not get approval was due to the lack of information provided to the Board by the class advisors. She thought that they should have been at the meeting tonight to update the Board.
  - Mr. Zalewski stated that any information that is to be presented to the Board, must be submitted to him by the Wednesday prior to the Board meeting.

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- **NEW BUSINESS**

- Mr. Zalewski explained the ROD Grant process and the breakout of the 4 projects.
- Mr. Zalewski told the Board that the Budget work has begun and will be difficult to find funds this budget year.

**F. Minutes – Regular Meeting Minutes**

**Resolution 11545-13: Approve Board Meeting Minutes as Listed Below**

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

**Resolution 11546-13: Approve November 20, 2013 Regular Meeting Minutes**

**Resolution 11547-13: Approve November 20, 2013 Regular Meeting Executive Session Minutes**

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**Resolution 11546-13: Approve November 20, 2013 Regular Meeting Minutes**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approves the Regular Meeting Minutes of November 20, 2013.

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**Resolution 11547-13: Approve November 20, 2013 Regular Meeting Executive Session Minutes**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of November 20, 2013.

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**FINANCE**

**Resolution 11548-13: Approve December 2013 Finance Resolutions as Listed Below**

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

**Resolution 11549-13: Receive, Accept, and Approve November 2013 Financial Reports**

**Resolution 11550-13: Board of Education's Monthly Certification of Major Account/Fund Status**

**Resolution 11551-13: Approve Payment of Bills for December 2013**

**Resolution 11552-13: Approve Transfers for November 2013**

**Resolution 11553-13: Accept NCLB Grant for FY14 in the amount of \$92,695.00**

**Resolution 11554-13: Approve Renewal with Delta Dental for January 1, 2014 – December 31, 2015**

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

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**Resolution 11549-13:**                    **Receive, Accept, and Approve November 2013 Financial Reports**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that the November 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: Dr. Lamonte                    **MOTION CARRIED**

**Resolution 11550-13:**                    **Board of Education's Monthly Certification of Major Account/Fund Status**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, 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, 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: Dr. Lamonte                    **MOTION CARRIED**

**Resolution 11551-13:**                    **Approve Payment of Bills for December 2013**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for December in the amount of \$764,189.18.

(Recommended by the Chief School Administrator)

Exhibit: F3

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

**Resolution 11552-13:**                    **Approve Transfers for November 2013**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approves the transfers of monies for the month of November 2013 in the amount of \$30,878.73.

(Recommended by the Chief School Administrator)

Exhibit: F4

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

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**Resolution 11553-13:**                    **Accept NCLB Grant for FY14 in the amount of \$92,695.00**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board accept the award for the FY14 NCLB Grant in the amount of \$92,695.00 through the New Jersey Department of Education for the period July 1, 2013 through June 30, 2014 for the purposes, terms and conditions set forth in the proposal. The NCLB grant is broken down as follows:

Title I Part A	\$82,883.00
Title II Part A	<u>\$ 9,812.00</u>
Total	\$92,695.00

(Recommended by the Chief School Administrator)

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

**Resolution 11554-13:**                    **Approve Renewal with Delta Dental for January 1, 2014 – December 31, 2015**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approves the renewal of contract with Delta Dental for the period of January 1, 2014 – December 31, 2016 at a 6% increase per recommendation of the district insurance broker.

(Recommended by the Chief School Administrator)

Exhibit: F5

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

**FACILITIES**

**Resolution 11555-13:**                    **Approve the Disposal of Unused Cosmetology Chairs**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the disposal of unused Cosmetology chairs. The Business Administrator will advertise to sell the 19 extra cosmetology chairs for sale to the public or donate to local salons for use by our students for training purposes.

(Recommended by the Chief School Administrator)

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

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**PERSONNEL**

**Resolution 11556-13:**                    **Approve December 2013 Personnel Resolutions as Listed Below**

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

**Resolution 11557-13:**                    **Acknowledge Tenure for Employee Named Below**

**Resolution 11558-12:**                    **Approve District Evaluation Advisory Committee for 2013-2014 school year**

**Resolution 11559-13:**                    **Employ CIE Students for the 2013-2014 School Year**

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**Resolution 11557-13:**                    **Acknowledge Tenure for Employee Named Below**

On the motion of Mr. Shotwell, seconded by Mr. Roschewsk,

**WHEREAS**, the staff member listed below will meet the requirements to attain tenure in the Warren County Technical School District after completing three years' service from his hire date and one day in the 2013-2014 school year; and

**WHEREAS**, the individual's performance has been satisfactory;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of Warren County Technical School grant tenure upon completing three years' service from his hire date and one day in the 2013-2014 school year:

Christopher Cota

Hire Date: 12/20/10

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

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**Resolution 11558-12:**

**Approve District Evaluation Advisory Committee for 2013-2014 school year**

On the motion of Mr. Shotwell, 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 2013-2014 school year as follows:

Name
Robert Glowacky
Geta Vogel
Emilio Jennette
Edward Yarusinsky
Ray Gara
John Mylecraine
Zana Ziegler
Tim Longacre
David Shotwell
Christine Erhardt

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**Resolution 11559-13:**

**Employ CIE Students for the 2013-2014 School Year**

On the motion of Mr. Shotwell, seconded by Mr. Roschewsk, RESOLVED, that this Board authorizes the CSA to employ CIE students to work with technology and maintenance personnel during the period from January 1, 2014 to June 30, 2014 at the rate of \$8.25 per hour. Hours worked will be on an as-needed basis preapproved by the Chief School Administrator or Business Administrator.

4 – Technology: Philip Weigel, Neil Eelman, Joshua Lacey, Benjamin Volk

5 – Maintenance: Kyle Back, Travis Nitko, Darian Duffell, Christian Menza, Robert Monasco,  
James Walburn,

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

ADDITIONAL INFORMATION: Change of minimum wage to \$8.25 per hour effective January 1, 2014.

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**TRAVEL**

**Resolution 11560-13:**                    **Approve Proposed Field Trips for the 2013-2014 School Year**

On the motion of Mr. Roschewsk, seconded by Mr. Rutledge, RESOLVED, that this Board approves the following proposed Field Trips for the 2013-2014 school year:

<b>Date</b>	<b>Destination</b>	<b>Instructor</b>	<b>Number Of Students</b>	<b>Purpose</b>	<b>Approximate Transportation Cost</b>
*12/3/13	Centenary College	Kristen Sarte	5		WCTS
*12/5/13	Union County Community College	Sean McGeough	11	Bridge Building Competition	WCTS
*12/13/13	WCCC	Bob Wheatley	21	Tour of Criminal Justice program	Walking
4/4/14	Discovery Times Square	Maria Tamburro	47	Learn about disease and human body	\$630

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

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**CURRICULUM**

**Resolution 11561-13:**                    **Approve Textbook List for the 2013-2014 School Year**

On the motion of Mr. Roschewsk, seconded by Mr. Rutledge, RESOLVED, that this Board approves the Textbook List for the 2013-2014 School Year.

(Recommended by the Chief School Administrator)

Exhibit: A

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**POLICY**

**OTHER NEW BUSINESS**

**ADDENDUM ITEMS**



**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
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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.
- Mr. Yarusinsky wished the Board Happy Holidays from the WTEA.
  - Mrs. Johnson-Demeter wished everyone a Merry Christmas and a Happy New Year.

**ADJOURNMENT**

**Adjourn the Meeting**

On the motion of Mr. Roschewsk, seconded by Mr. Rutledge, the Board adjourned the meeting at 6:44 p.m.

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**Upcoming Dates of Interest:**

January 15, 2014	BOE Meeting	5:00 p.m. Executive Session	5:30 p.m. Regular Session
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Respectively Submitted,  
Edmund Zalewski