



**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**February 21, 2018**

**Resolution E627-18:                      Resume Regular Session**

On the motion of Mr. Shotwell, seconded by Dr. Austin, the Board reconvened into regular session at 5:30 p.m.

VOICE VOTE: YEAS: 5

**MOTION CARRIED**

**Discussion**

- **STUDENT RECOGNITION** - Mrs. Vogel introduced the Students of the month.
- **PUBLIC COMMENTS** - None
- **COMMUNICATIONS** - None
- **SUPERINTENDENT'S REPORT** – Mr. Zalewski updated the Board on security project, budget dates and interview process for incoming freshmen.
- **HIB REPORT/SUSPENSIONS**
  - Three (3) HIB incidents were reported since the January Board Meeting.
  - One (1) in-school suspension and two (2) out-of-school suspensions were reported since the January Board Meeting.
- **BOARD PRESIDENT'S REPORT** - None
- **DISCUSS EDUCATIONAL ISSUES**
  - **Guidance Department Presentation**
- **NEW BUSINESS** - None

**Minutes – Regular Meeting Minutes**

**Resolution 13256-18:                      Approve Board Meeting Minutes as Listed Below**

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

**Resolution 13257-18:                      Approve January 17, 2018 Regular Meeting Minutes**

**Resolution 13258-18:                      Approve January 17, 2018 Regular Meeting Executive Session Minutes**

VOICE VOTE: YEAS: 4

ABSTAIN: Mr. Shotwell

**MOTION CARRIED**

**Resolution 13257-18:                      Approve January 17, 2018 Regular Meeting Minutes**

On the motion of Mr. Rutledge, seconded by Dr. Austin, RESOLVED, that this Board approves the Regular Meeting Minutes of January 17, 2018.

**Resolution 13258-18:                      Approve January 17, 2018 Regular Meeting Executive Session Minutes**

On the motion of Mr. Rutledge, seconded by Dr. Austin, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of January 17, 2018.

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**February 21, 2018**

**FINANCE & FACILITIES**

**Resolution 13259-18:**                    **Approve Finance & Facilities Resolutions as Listed Below**

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

- Resolution 13260-18:**                    **Receive, Accept, and Approve January 2018 Financial Reports**  
**Resolution 13261-18:**                    **Board of Education's Monthly Certification of Major Account/Fund Status**  
**Resolution 13262-18:**                    **Approve Payment of Bills for February 2018**  
**Resolution 13263-18:**                    **Approve Transfers for January 2018**  
**Resolution 13264-18:**                    **Approve Bidding the Locker Room Renovation Project**

ROLL CALL VOTE: YEAS: 5

**MOTION CARRIED**

**Resolution 13260-18:**                    **Receive, Accept, and Approve January 2018 Financial Reports**

On the motion of Mr. Rutledge, seconded by Dr. Austin, RESOLVED, that the January 2018 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F1

**Resolution 13261-18:**                    **Board of Education's Monthly Certification of Major Account/Fund Status**

On the motion of Mr. Rutledge, seconded by Dr. Austin, 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 February 21, 2018, 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.

**Resolution 13262-18:**                    **Approve Payment of Bills for February 2018**

On the motion of Mr. Rutledge, seconded by Dr. Austin, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for February 2018 in the amount of \$1,013,531.00.

Exhibit: F2

**Resolution 13263-18:**                    **Approve Transfers for January 2018**

On the motion of Mr. Rutledge, seconded by Dr. Austin, RESOLVED, that this Board approves the transfers of monies for the month of January 2017.

Exhibit: F3

**Resolution 13264-18:**                    **Approve Bidding the Locker Room Renovation Project**

On the motion of Mr. Rutledge, seconded by Dr. Austin, RESOLVED, that this Board approve advertising and soliciting bids for the Locker Room Renovation Project.

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**February 21, 2018**

**PERSONNEL**

**Resolution 13265-18:**                    **Approve Personnel Resolutions as Listed Below**

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

**Resolution 13266-18:**                    **Employ Substitute Instructors for the 2017-2018 School Year**

**Resolution 13267-18:**                    **Rescind Employment for Ross Segreaves as Spring AM Student Monitor for the 2017-2018 School Year**

**Resolution 13268-18:**                    **Approve Ken Muller as Volunteer Assistant Softball Coach for the 2017-2018 School Year**

**Resolution 13269-18:**                    **Approve FMLA for Employee #0373**

**Resolution 13270-18:**                    **Approve FMLA for Employee #0222**

ROLL CALL VOTE: YEAS: 5

**MOTION CARRIED**

**Resolution 13266-18:**                    **Employ Substitute Instructors for the 2017-2018 School Year**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board employs Substitute Instructors for the 2017-2018 school year for the period of February 21, 2018 to June 30, 2018 at a salary of \$100.00 per day for each day worked as follows:

Jeffrey Houghton

Sarah Farber

**Resolution 13267-18:**                    **Rescind Employment for Ross Segreaves as Spring AM Student Monitor for the 2017-2018 School Year**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board Rescind Employment for Ross Segreaves as Spring AM Student Monitor as for the 2017-2018 School Year as approved in resolution 12982-17.

**Resolution 13268-18:**                    **Approve Ken Muller as Volunteer Assistant Softball Coach for the 2017-2018 School Year**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approves Ken Muller as a Volunteer Assistant Softball Coach for the 2017-2018 school year.

**Resolution 13269-18:**                    **Approve FMLA for Employee #0373**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approves a 12 week FMLA for employee #0373 from December 26, 2017 through March 20, 2018.

**Resolution 13270-18:**                    **Approve FMLA for Employee #0222**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approves an intermittent FMLA for employee #0222 from January 8, 2018 until notified.

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**February 21, 2018**

**TRAVEL**

**Resolution 13271-18:**                    **Approve Travel Resolutions as Listed Below**

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

**Resolution 13272-18:**                    **Approve Staff Professional Development Travel as Listed Below**

**Resolution 13273-18:**                    **Approve Field Trip Resolutions as Listed Below**

ROLL CALL VOTE: YEAS: 4

ABSTAIN: Dr. Lamonte

**MOTION CARRIED**

**Resolution 13272-18:**                    **Approve Staff Professional Development Travel as Listed Below**

On the motion of Mr. Rutledge, seconded by Dr. Austin, RESOLVED, that this Board approves the staff professional development travel as listed below:

<b>Date</b>	<b>Name</b>	<b>Description/Reason</b>	<b>Approx. Cost</b>
1-19-2018	Bartow, Brad	Table Saw Supplier/Safety	\$0 + Mileage
1-23-2018	Mylecraine, John	Discrimination Law/Role of AAO	\$0 + Mileage
1-2018 to 6-2018	Hachlica, Beth	NJ HWASBO, Asbury, NJ	\$0 + Mileage
2-1-2018	Vogel, Geta	NJPSA/FEA, Monroe Township, NJ	\$0 + Mileage
2-21-2018	Ziegler, Zana	I&RS, Monroe, NJ	\$149 + Mileage
2-22-2018	Gara, Ray	NJLWD, Newark, NJ	\$0 + Mileage
2-22-2018	Hachlica, Beth	Payroll/FMLA Meeting	\$0 + Mileage
2-26-2018	Gara, Ray	WDB Youth Council Meeting, Mt. Olive	\$0 + Mileage
3-1-2018	Ziegler, Zana	NJPSA FEA Legal One	\$150 + Mileage
3-12-2018	Riley, Liz	NJASC, Martins Creek, PA	\$30 + Mileage
January 2018 – June 2018	Zalewski, Ed	NJ Council of County Vocation –Technical Schools	\$0 + Mileage

**Resolution 13273-18:**                    **Approve Field Trip Resolutions as Listed Below**

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

<b>Date</b>	<b>Destination</b>	<b>Instructor</b>	<b>Number Of Students</b>	<b>Purpose</b>	<b>Approx. Transp. Cost</b>
5-11-2018	Atlantic City	Nodoro, Kim	7	Competition	WCTS Bus
March 23-25, 2018	Seugling, Patty	Key Club District Convention	4	Competition	WCTS Bus

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

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**February 21, 2018**

**POLICY**

**Resolution 13274-18:**                    **Approve on Second Reading Revisions to the Board Policy Manual**

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

P 0169.02	Board Member Use of Social Networks (New)
P 3437	Military Leave ®
P 4437	Military Leave ®
P 5516.01	Student Tracking Devices (New)
P 7425	Lead Testing of Water in Schools (New)
P 7440	School District Security (M) ®
P 7441	Electronic Surveillance in School Buildings and on School Grounds (M) ®
P 8507	Breakfast Offer Versus Serve (OVS) (M) ®
P 8630	Bus Driver/Bus Aide Responsibility (M) ®
P 9242	Use of Electronic Signatures (New)
R 5460.1	High School Transcripts (M) ®
R 7101	Educational Adequacy of Capital Projects ®
R 7440	School District Security (M) ®
R 7441	Electronic Surveillance in School Buildings and on School Grounds (M) ®
R 8630	Emergency School Bus Procedures (M) ®

ROLL CALL VOTE: YEAS: 5

**MOTION CARRIED**

**OTHER NEW BUSINESS** - None

**ADDENDUM ITEMS** -None

**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:

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**February 21, 2018**

- 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.
- 
- **PTA announced our reflections winners.**
  - **PTA announced that Mrs. Vogel was awarded a lifetime PTA membership at the Founders Day Dinner, as well as she will be receiving the NJ Outstanding Principal Award.**
  - **Mrs. Leal commented on the excellent presentation from guidance.**

**ADJOURNMENT**

**Adjourn the Meeting**

On the motion of Mr. Rutledge, seconded by Dr. Austin, the Board adjourned the meeting at 6:11 p.m.

**Upcoming Dates of Interest:**

March 21, 2018 4:30 p.m. Executive Session      5:30 p.m. Regular Session

Respectively Submitted,

*Beth Hachlica*