

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**March 28, 2018**

**CALL TO ORDER**

President Roschewsk called the meeting to order at 5:00 p.m. on Wednesday, March 28, 2018 at the Warren County Technical School, 1500 Route 57, Washington, NJ 07882.

**Flag Salute** – President Roschewsk

**Opening Statement** – President Roschewsk

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 March 23, 2018.

**Roll Call** – Board Secretary Hachlica

**Present:** Dr. Austin, Mr. Roschewsk, Mr. Rutledge and Mr. Shotwell      **Absent:** Dr. Lamonte

**Also Present:** Mr. Zalewski, Superintendent  
Ms. Hachlica, Board Secretary  
Nishali Rose, Attorney

**Others Present:** Approximately 8 members of the public.

**Adopt the Meeting Agenda**

**Resolution 13275-18:      Adopt the Meeting Agenda**

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, RESOLVED, that this Board adopts the Meeting Agenda for the March 28, 2018 meeting as published with any addenda.

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**Resolution E628-18:      Personnel, Negotiations and Legal Matters**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, the Board moved into executive session at 5:01 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:
  - Legal Update
  - Negotiations Update
  - Employee # 222
- 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 E629-18:                      Resume Regular Session**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, the Board reconvened into regular session at 5:32 p.m.

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**Discussion**

- **STUDENT RECOGNITION** – Mrs. Vogel introduced the students of the month
- **PUBLIC COMMENTS** - None
- **COMMUNICATIONS** - Mr. Zalewski mentioned possible security grants that may be upcoming for Vocational schools.
- **SUPERINTENDENT’S REPORT** – Mr. Zalewski updated board on security bid, locker room project, snow make up days, and budget.
- **HIB REPORT/SUSPENSIONS**
  - One (1) HIB incident was reported since the February Board Meeting.
  - One (1) in-school suspension and zero (0) out-of-school suspensions were reported since the February Board Meeting.
- **BOARD PRESIDENT’S REPORT** - None
- **DISCUSS EDUCATIONAL ISSUES** – Mr. Colucci informed board that one of our seniors is receiving a \$500 scholarship from NJSIAA. Mrs. Vogel mentioned that two of our students were accepted to Stevens Institute.
- **NEW BUSINESS** – Several board members recommended that we go out for an RFP for architectural services.

**Minutes – Regular Meeting Minutes**

**Resolution 13276-18:                      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 13277-18:                      Approve February 21, 2018 Regular Meeting Minutes**

**Resolution 13278-18:                      Approve February 21, 2018 Regular Meeting Executive Session Minutes**

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**Resolution 13277-18:                      Approve February 21, 2018 Regular Meeting Minutes**

On the motion of Mr. Rutledge, seconded by Dr. Austin, RESOLVED, that this Board approves the Regular Meeting Minutes of February 21, 2018.

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**Resolution 13278-18:**                    **Approve February 21, 2018 Regular Meeting Executive Session Minutes**  
On the motion of Mr. Rutledge, seconded by Dr. Austin, that this Board approves the Regular Meeting Executive Session Minutes of February 21, 2018.

**FINANCE & FACILITIES**

**Resolution 13279-18:**                    **Approve Finance & Facilities Resolutions as Listed Below**  
On the motion of Mr. Shotwell, seconded by Mr. Rutledge, RESOLVED, that this Board approves the following finance and facilities resolutions as listed below:

**Resolution 13280-18:**                    **Adopt a Tentative Budget for the 2018-2019 School Year**  
**Resolution 13281-18:**                    **Approve Maximum Travel Expenditure for the 2018-2019 School Year**  
**Resolution 13282-18:**                    **Receive, Accept, and Approve February 2018 Financial Reports**  
**Resolution 13283-18:**                    **Board of Education's Monthly Certification of Major Account/Fund Status**  
**Resolution 13284-18:**                    **Approve Payment of Bills for March 2018**  
**Resolution 13285-18:**                    **Approve Transfers for February 2018**  
**Resolution 13286-18:**                    **Approve Locker Room Renovation as Other Capital Project and Update LRFP**  
**Resolution 13287-18:**                    **Approve Purchasing of Natural Gas Services Through ACES**  
**Resolution 13288-18:**                    **Approve Carry Over Of ESEA Title II Funds**  
**Resolution 13289-18:**                    **Reject Bid for Security Upgrade Project from T&R Alarm Systems, Inc.**

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

**Resolution 13280-18:**                    **Adopt a Tentative Budget for the 2018-2019 School Year**  
On the motion of Mr. Shotwell, seconded by Mr. Rutledge, RESOLVED, that this board adopts the following tentative budget for the 2018-2019 school year:

County Tax Levy	\$3,995,172
Other local Sources	\$2,126,462
Revenues From State Sources	\$3,307,006
Withdraw From Capital Reserve	\$0
Local Grants	\$0
Federal Grants	\$283,994
State Grants	\$7,999
 Total Revenue	 \$ 9,720,633

Exhibit: Budget

**Resolution 13281-18:**                    **Approve Maximum Travel Expenditure for the 2018-2019 School Year**  
On the motion of Mr. Shotwell, seconded by Mr. Rutledge, RESOLVED Warren County Technical School Board of Education approves establishing a maximum travel expenditure amount of \$ 20,000 for the 2018-2019 school year. The maximum travel expenditure amount for the (current school year) is \$ 25,000, of which, \$ 9,832.44 has been spent and \$ 826.64 is encumbered to date.

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**Resolution 13282-18:**                    **Receive, Accept, and Approve February 2018 Financial Reports**

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

Exhibit: F1

**Resolution 13283-18:**                    **Board of Education's Monthly Certification of Major Account/Fund Status**

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, 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 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 13284-18:**                    **Approve Payment of Bills for March 2018**

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for March 2018 in the amount of \$1,059,957.40.

Exhibit: F2

**Resolution 13285-18:**                    **Approve Transfers for February 2018**

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, RESOLVED, that this Board approves the transfers of monies for the month of February 2018.

Exhibit: F3

**Resolution 13286-18:**                    **Approve Locker Room Renovation as Other Capital Project and Update LRF**

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, RESOLVED, that this Board approves Locker Room Renovations as an Other Capital project without any State Aid. In addition, the Long Range Facility Plan will be updated to reflect the need for the locker room renovation.

**Resolution 13287-18:**                    **Approve Purchasing of Natural Gas Services Through ACES**

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, RESOLVED, that this Board approves eligibility to purchase natural gas services through the Alliance for Competitive Energy Services, a Bid Cooperative Pricing System ID#E8801-ACESPCS.

Exhibit C

**Resolution 13288-18:**                    **Approve Carry Over Of ESEA Title II Funds**

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, RESOLVED, that this Board approves the carryover of ESEA Title II funds in the amount of \$4,496 from the FY17 to the FY18.

**Resolution 13289-18:**                    **Reject Bid for Security Upgrade Project from T&R Alarm Systems, Inc.**

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, RESOLVED, that this Board rejects the bid received for the security upgrade project from T&R Alarm Systems, Inc. due to amount being over projected project cost.

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**PERSONNEL**

**Resolution 13290-18:**                    **Approve Personnel Resolutions as Listed Below**

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

**Resolution 13291-18:**                    **Employ ESEA Tutor for the 2017-2018 School Year**

**Resolution 13292-18:**                    **Employ Substitute Instructors for the 2017-2018 School Year**

**Resolution 13293-18:**                    **Employ Cosmetology Instructor for the 2018-2019 School Year**

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**Resolution 13291-18:**                    **Employ ESEA Tutor for the 2017-2018 School Year**

On the motion of Mr. Rutledge, seconded by Dr. Austin, RESOLVED, that this Board employs Jasmine Slowik as an ESEA tutor for the 2017-2018 school year at a salary rate of \$33.00

**Resolution 13292-18:**                    **Employ Substitute Instructors for the 2017-2018 School Year**

On the motion of Mr. Rutledge, seconded by Dr. Austin, RESOLVED, that this Board employs Substitute Instructors for the 2017-2018 school year for the period of March 28, 2018 to June 30, 2018 at a salary of \$100.00 per day for each day worked as follows: **Dana Wotanowski      Wayne R. Golden Jr.**

**Resolution 13293-18:**                    **Employ Cosmetology Instructor for the 2018-2019 School Year**

On the motion of Mr. Rutledge, seconded by Dr. Austin, RESOLVED, that this Board employs Tina Giraldi as Cosmetology Instructor for the 2018-2019 school year at an annual salary rate of \$68,881 (step 22 on the 2017-2018 WTEA).

**TRAVEL**

**Resolution 13294-18:**                    **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 13295-18:**                    **Approve Staff Professional Development Travel as Listed Below**

**Resolution 13296-18:**                    **Approve Field Trip Resolutions as Listed Below**

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**Resolution 13295-18:**                    **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>
3-7-2018	J. Mylecraine	WC School Security Meeting	\$0 + Mileage
3-12 to 14-2018	S. Daku	NJ Facilities Conference, Atlantic City, NJ	\$532 + Mileage
3-12-2018	G. Vogel	Hot Issues in School Law	\$0 + Mileage
3-19-2018	G. Vogel	Congressman Gottheimer's Technology Speech	\$0 + Mileage
3-22-2018	R. Gara	Army Education Tour, Washington, DC	\$0 + Mileage
3-23-2018	G. Vogel	NJPSA/FEA Annual Conference, Monroe Twp.	\$0 + Mileage

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3-27-2018	R. Gara	NJMEP	\$0 + Mileage
3-27-2018	M. Beneducci	US Marine Corps Educator Workshop, Paris Island, SC	\$0 + Mileage
3-28-2018	R. Gara	Hospitality & Tourism Kick Off	\$0 + Mileage
4-19-2018	Z. Ziegler	NJ State Bar Association, New Brunswick, NJ	\$0 + Mileage
4-24-2018	R. Gara	Apprenticeship Meeting ANJAC/NJLWD	\$0 + Mileage
5-14-2018	C. Schiller	Institute for Educational Development, Allentown, PA	\$249 + Mileage
6-5 to 8-2018	B. Hachlica	2018 NJASBO Annual Conference, Atlantic City, NJ	\$503 + Mileage
6-5 to 8-2018	E. Zalewski	2018 NJASBO Annual Conference, Atlantic City, NJ	\$503 + Mileage
6-5 to 8-2018	M. Joyce	2018 NJASBO Annual Conference, Atlantic City, NJ	\$228 + Mileage

**Resolution 13296-18:**                      **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>
2-27-2018	Davidson Labs at Steven College	S. McGeough	10	Skills Career Pathway Showcase	WCTS
3-5-2018	McWade Ductile	S. McGeough	10	Skills Career Pathway Showcase	WCTS
3-9-2018	Maser International	S. McGeough	10	Skills Career Pathway Showcase	WCTS

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

**OTHER NEW BUSINESS**

**Resolution 13297-18:**                      **Approve MOU between the Division of NJ State Police and Warren County Technical School as Listed Below**

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, RESOLVED, that this Board approves the Memorandum of Understanding between the Division of New Jersey State Police and Warren County Technical School to provide NJSP access to certain school surveillance equipment pursuant to N.J.S.A. 18A:41-9.

Exhibit: B

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**ADDENDUM ITEMS**

**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.

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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. Colucci thanked Mrs. Seugling for running the past Third Thursday event for the students.
- A parent thanked the board for offering the college courses to students.

**ADJOURNMENT**

**Adjourn the Meeting**

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, the Board adjourned the meeting at 5:49 p.m.

**Upcoming Dates of Interest:**

April 29, 2018	Early Dismissal for Spring Break
March 30 - April 4, 2018	School closed for Spring Break
April 11, 2018	6:30 p.m. Board of School Estimate – Wayne Dumont Jr. Administrative Building
April 18, 2018	5:00 p.m. Executive Session      5:30 p.m. Regular Session

Respectively Submitted,

Beth Hachlica