

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**AUGUST 16, 2017**

**CALL TO ORDER**

President Roschewsk called the meeting to order at 5:00 p.m. on Wednesday, August 16, 2017 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 April 8, 2017.

**Roll Call** – Board Secretary Zalewski

**Present:** Mrs. Johnson-Demeter, Mr. Roschewsk, Mr. Rutledge (Arrived 5:10) and Mr. Shotwell  
**Absent:** Dr. Lamonte

**Also Present:** Mr. Zalewski, Board Secretary  
Mr. Castellucci Jr., Attorney

**Others Present:** Approximately 7 members of the public.

**Adopt the Meeting Agenda**

**Resolution 13054-17: Adopt the Meeting Agenda**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board adopts the Meeting Agenda for the August 16, 2017 meeting as published with any addenda.

VOICE VOTE: YEAS: 3

ABSENT: Dr. Lamonte, Mr. Rutledge

**MOTION CARRIED**

**Resolution E612-17: Personnel, Negotiations and Legal Matters**

On the motion of Mr. Shotwell, seconded by Mrs. Johnson-Demeter, 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:
  - Legal 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: 3

ABSENT: Dr. Lamonte, Mr. Rutledge

**MOTION CARRIED**

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**Resolution E613-17:                      Resume Regular Session**

On the motion of Mr. Shotwell, seconded by Mrs. Johnson-Demeter, the Board reconvened into regular session at 5:35 p.m.

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**Discussion**

- **STUDENT RECOGNITION- None**
- **PUBLIC COMMENTS**
  - A parent expressed their disappointment that the Theater program was discontinued. Mr. Roschewsk responded that it was due to low enrollment and the resignation of the instructor.
  - Freeholder Smith relayed the appreciation of Congressman Lance for the assistance provided by the staff for the hosting of the Town Hall.
- **COMMUNICATIONS - Mr. Zalewski shared the resignation of the Theater Arts teacher.**
- **SUPERINTENDENT'S REPORT**
  - Mr. Zalewski discussed the possibility of a Vocational Schools grant and the status of the school facilities work including the new Maker Space, engineering room upgrade, lighting replacement, fitness room and teachers' lounge.
  - Mr. Mylecraine further described the Makers Space and how excited several of our student workers were to try the equipment.
  - Mrs. Johnson-Demeter questioned Mr. Colucci on several items in his Board report concerning athletics.
- **HIB REPORT/SUSPENSIONS**
  - Zero (0) HIB incidents were reported since the July Board Meeting.
  - Zero (0) in-school suspensions and zero (0) out-of-school suspensions since the July Board Meeting.
- **BOARD PRESIDENT'S REPORT – None**
- **DISCUSS EDUCATIONAL ISSUES – None**
- **NEW BUSINESS - None**

**Minutes – Regular Meeting Minutes**

**Resolution 13055-17:                      Approve Board Meeting Minutes as Listed Below**

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

**Resolution 13056-17:                      Approve July 19, 2017 Regular Meeting Minutes**

**Resolution 13057-17:                      Approve July 19, 2017 Regular Meeting Executive Session Minutes**

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

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**Resolution 13056-17:**                    **Approve July 19, 2017 Regular Meeting Minutes**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board approves the Regular Meeting Minutes of July 19, 2017.

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**Resolution 13057-17:**                    **Approve July 19, 2017 Regular Meeting Executive Session Minutes**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of July 19, 2017.

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**FINANCE & FACILITIES**

**Resolution 13058-17:**                    **Approve Finance & Facilities Resolutions as Listed Below**

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

**Resolution 13059-17:**                    **Receive, Accept, and Approve July 2017 Financial Reports**

**Resolution 13060-17:**                    **Board of Education's Monthly Certification of Major Account/Fund Status**

**Resolution 13061-17:**                    **Approve Payment of Bills for July 2017**

**Resolution 13062-17:**                    **Approve Transfers for July 2017**

**Resolution 13063-17:**                    **Approve Submission of the FY18 ESEA Grant**

**Resolution 13064-17:**                    **Establish 2017-2018 Tuition Reimbursement Rates**

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**Resolution 13059-17:**                    **Receive, Accept, and Approve July 2017 Financial Reports**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that the July 2017 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F1

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**Resolution 13060-17:**                    **Board of Education's Monthly Certification of Major Account/Fund Status**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, 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 July 31, 2017, 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.

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

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**Resolution 13061-17:**                    **Approve Payment of Bills for July 2017**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for July 2017 in the amount of \$549,966.93.

Exhibit: F2

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

**Resolution 13062-17:**                    **Approve Transfers for July 2017**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the transfers of monies for the month of July 2017.

Exhibit: F3

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

**Resolution 13063-17:**                    **Approve Submission of the FY18 ESEA Grant**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board approves the submission of the ESEA Grant for the Fiscal Year of 2018 as identified below:

	<b>ESEA FY18</b>
Title I Part A	\$ 92,262
Title II Part A	\$ 11,821
Title IV Part A	\$ 10,000
Total	\$114,083

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

**Resolution 13064-17:**                    **Establish 2017-2018 Tuition Reimbursement Rates**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, RESOLVED, that this Board establishes the 2017-2018 tuition reimbursement rates as \$666.22 per credit for Graduate courses and \$348.65.00 per credit for Undergraduate courses effective for the period July 1, 2017 through August 31, 2018. Reimbursement rate will be based upon the start date of the course taken.

Exhibit: B

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

**PERSONNEL**

**Resolution 13065-17:**                    **Approve Personnel Resolutions as Listed Below**

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

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**Resolution 13066-17:**            **Accept the Resignation of Alyssa Derling-Fisher, Theater Arts Instructor, effective July 24, 2017.**

**Resolution 13067-17:**            **Employ Substitute Instructors for the 2017-2018 School Year**

**Resolution 13068-17:**            **Employ Substitute School Bus Drivers for Student Field Trips**

**Resolution 13069-17:**            **Approve Substitute School Nurse Rate Effective September 1, 2017.**

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

**Resolution 13066-17:**            **Accept the Resignation of Alyssa Derling-Fisher, Theater Arts Instructor, effective July 24, 2017.**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED that this Board accept, with regret, the resignation of Alyssa Derling-Fisher, Theater Arts Instructor, effective July 24, 2017.

Exhibit: A

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

**Resolution 13067-17:**            **Employ Substitute Instructors for the 2017-2018 School Year**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board employs Substitute Instructors for the 2017-2018 school year for the period from September 1, 2017 to June 30, 2018 at a salary of \$100.00 per day for each day worked as follows:

Erin M. McCormick

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

**Resolution 13068-17:**            **Employ Substitute School Bus Drivers for Student Field Trips**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board employs Substitute School Bus Drivers to transport students for student field trips from September 1, 2017 through June 30, 2018 at the rate of \$20.00 per hour as follows:

<b><u>Name</u></b>	<b><u>Rate</u></b>	<b><u>Name</u></b>	<b><u>Rate</u></b>
Tammy Burrows	\$20.00 per hour	Kathyann Natkie	\$20.00 per hour
Joan Wilson	\$20.00 per hour	Bert Collins	\$20.00 per hour
Krista Nasuta	\$20.00 per hour	Ana Varvar	\$20.00 per hour
Frank Grosso	\$20.00 per hour	Sam Akin	Contracted hourly rate outside of school day
Sean McGeough	Contracted hourly rate outside of school day	Ray Gara	Contracted hourly rate outside of school day

(Recommended by the Superintendent)

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

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**Resolution 13069-17:**                    **Approve Substitute School Nurse Rate Effective September 1, 2017.**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board approves the Substitute School Nurse Rate of \$200 per day effective September 1, 2017. (Rate was previously \$125.00 per Day)

(Recommended by the Superintendent)

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**TRAVEL**

**Resolution 13070-17:**                    **Approve Staff Professional Development Travel as Listed Below**

On the motion of Mr. Rutledge, seconded by Mrs. Johnson-Demeter, 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>
7-17-17	Colucci, G.	School Law Essentials for the New Administrator	\$0 + Mileage
8-16-2017	Colucci, G.	Athletic Directors Workshop	\$0 + Mileage
10-23-17/10-26-17	Zalewski, E.	NJSBA Workshop	\$815+ Mileage
10-23-17/10-26-17	Rutledge, G.	NJSBA Workshop	\$815+ Mileage

ROLL CALL VOTE: YEAS: 3 ABSTAIN: Mr. Rutledge from own travel

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**POLICY**

**Resolution 13071-17:**                    **Approve the Second Reading Revisions to the Board Policy Manual**

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

P4610	Personnel Terms and Conditions
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Exhibit: P1

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

**MOTION CARRIED**

**ADDENDUM ITEMS**

**PUBLIC COMMENTS – Any topic not discussed earlier.**

- None

**ADJOURNMENT**

**Adjourn the Meeting**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, the Board adjourned the meeting at 6:10p.m.

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**Upcoming Dates of Interest:**

August 23, 2017	Freshman Orientation
August 31, 2017	First day of school for teacher.
September 5, 2017	First day of school for students.
September 20, 2017	5:00 p.m. Executive Session    5:30 p.m. Regular Session
October 4, 2017	Back to School Night 6:30 p.m.
October 18, 2017	5:00 p.m. Executive Session    5:30 p.m. Regular Session

Respectively Submitted,

*Edmund Zalewski*