

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING AGENDA
January 21, 2015

CALL TO ORDER

President Johnson-Demeter will call the meeting to order at 5:00 p.m. on Wednesday, January 21, 2015 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

- ___ Dr. Lamonte
- ___ Mr. Roschewsk
- ___ Mr. Rutledge
- ___ Mr. Shotwell
- ___ Mrs. Johnson-Demeter

Adopt the Meeting Agenda

Resolution 11957-15: Adopt the Meeting Agenda

On the motion of _____, seconded by _____, RESOLVED, that this Board adopts the Meeting Agenda for the January 21, 2015 meeting as published with any addenda.

VOICE VOTE: Yeas:___ Nays:___ Abstain:___ Absent:___

Motion Carried: Yes / No

Resolution E543-15: Personnel, Negotiations and Legal Matters

On the motion of _____, seconded by _____, the Board moved into executive session at _____ 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)
 - Discussion of Employee #0432 (Employee has been RICED)
- 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:___ Nays:___ Abstain:___ Absent:___

Motion Carried: Yes / No

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Resolution E544-15: Resume Regular Session

On the motion of _____, seconded by _____, the Board reconvened into regular session at _____ p.m.

VOICE VOTE: Yeas:___ Nays:___ Abstain:___ Absent:___

Motion Carried: Yes / No

Discussion

• **PUBLIC COMMENTS - Related to Agenda Items Only**

• **COMMUNICATIONS**

• **SUPERINTENDENT'S REPORT**

- Students of the Month for December will be introduced.
- Discussion of HIB grades report – Exhibit A

• **HIB REPORT/SUSPENSIONS**

- Four (4) incidents were reported since the December Board Meeting.
- Three (3) in-school suspensions and one (1) out of school suspension since the December Board Meeting.

• **BOARD PRESIDENT'S REPORT**

• **DISCUSS EDUCATIONAL ISSUES**

• **NEW BUSINESS**

- Bill Hunt Deputy Public Safety Director - SERT Discussion
- Ed Zalewski - Budget Update

F. Minutes – Regular Meeting Minutes

Resolution 11958-15: Approve Board Meeting Minutes as Listed Below

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following resolutions as listed below:

Resolution 11959-15: Approve December 17, 2014 Regular Meeting Minutes

Resolution 11960-15: Approve December 17, 2014 Regular Meeting Executive Session Minutes

VOICE VOTE: Yeas:___ Nays:___ Abstain:___ Absent:___

Motion Carried: Yes / No

Resolution 11959-15: Approve December 17, 2014 Regular Meeting Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Minutes of December 17, 2014.

VOICE VOTE: Yeas:___ Nays:___ Abstain:___ Absent:___

Motion Carried: Yes / No

Resolution 11960-15: Approve December 17, 2014 Regular Meeting Executive Session Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of December 17, 2014.

VOICE VOTE: Yeas:___ Nays:___ Abstain:___ Absent:___

Motion Carried: Yes / No

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FINANCE

Resolution 11961-15: Approve January 2015 Finance Resolutions as Listed Below

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following finance resolutions as listed below:

- Resolution 11962-15: Receive, Accept, and Approve December 2014 Financial Reports**
Resolution 11963-15: Board of Education's Monthly Certification of Major Account/Fund Status
Resolution 11964-15: Approve Payment of Bills for January 2015
Resolution 11965-15: Approve Transfers for December 2014
Resolution 11966-15: Approve Application for the County Vocational School District Partnership Grant
Resolution 11967-15: Approve Receiving Bids for Window Replacement Project

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ____ Roschewsk ____ Rutledge ____ Shotwell ____ Johnson-Demeter ____

Resolution 11962-15: Receive, Accept, and Approve December 2014 Financial Reports

On the motion of _____, seconded by _____, RESOLVED, that the December 2014 financial reports of the Secretary and Treasurer be received, accepted, and approved.

(Recommended by the Superintendent)

Exhibit: F1

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ____ Roschewsk ____ Rutledge ____ Shotwell ____ Johnson-Demeter ____

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Resolution 11963-15: **Board of Education's Monthly Certification of Major Account/Fund Status**
On the motion of _____, seconded by _____, 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 December 31, 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:

Motion Carried: Yes / No

Lamonte ___ Roschewsk ___ Rutledge ___ Shotwell ___ Johnson-Demeter ___

Resolution 11964-15: **Approve Payment of Bills for January 2015**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for January in the amount of \$886,926.60.

(Recommended by the Superintendent)

Exhibit: F3

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ___ Roschewsk ___ Rutledge ___ Shotwell ___ Johnson-Demeter ___

Resolution 11965-15: **Approve Transfers for December 2014**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the transfers of monies for the month of December 2014.

(Recommended by the Superintendent)

Exhibit: F4

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ___ Roschewsk ___ Rutledge ___ Shotwell ___ Johnson-Demeter ___

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Resolution 11966-15: **Approve Application for the County Vocational School District Partnership Grant**

On the motion of _____, seconded by _____, RESOLVED, that this Board approve application for the County Vocational School District Partnership Grant for up to \$600,000 over a 3-year period through the New Jersey Department of Education for the period April 1, 2015 through June 30, 2018 for the purposes, terms and conditions set forth in the proposal.

(Recommended by the Superintendent)

Exhibit: F5

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ____ Roschewsk ____ Rutledge ____ Shotwell ____ Johnson-Demeter ____

ADDITIONAL INFORMATION: If approved, this grant will afford the opportunity to partner with one employer/business/industry associate or labor/trade organization (JCP&L) and one local high school (Belvidere High School) to offer a CTE Lineworker program at Belvidere High School. Partnering with JCP&L will allow the program to use their local training facilities and expert staff for an SLE site and advanced training.

Resolution 11967-15: **Approve Receiving Bids for Window Replacement Project**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves having the Business Administrator request bids for the Window Replacement project as per the specifications developed by SSP Architectural Group for possible February 2015 award.

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ____ Roschewsk ____ Rutledge ____ Shotwell ____ Johnson-Demeter ____

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PERSONNEL

Resolution 119 68-15: Approve January 2015 Personnel Resolutions as Listed Below

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following personnel resolutions as listed below:

- Resolution 11969-15: Employ Heidi Sagliani, Martha Ann Gugel and JoAnne Ward as Part-Time LPN Classroom/Clinical Instructors for the 2014-2015 School Year**
- Resolution 11970-15: Employ CIE Students for the 2014-2015 School Year**
- Resolution 11971-15: Employ Home Instructors for the 2014-2015 School Year**
- Resolution 11972-15: Hire Kevin O'Connell as Musical Accompanist for Auditions for Theater Arts Spring Production of *Grease***
- Resolution 11973-15: Approve Leave of Absence Without Pay for Maryanne Czarnecki**

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ____ Roschewsk ____ Rutledge ____ Shotwell ____ Johnson-Demeter ____

Resolution 11969 -15: Employ Heide Sagliani, Martha Ann Gugel and JoAnne Ward as Part-Time LPN Classroom/Clinical Instructors for the 2014-2015 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board employs Heide Sagliani, Martha Ann Gugel and JoAnne Ward as Part-Time LPN Classroom/Clinical Instructors at a salary of \$37.00 an hour on an as-needed basis not to exceed 28 hours per week with prior weekly approval of the Post-Secondary Supervisor effective January 1, 2015 through July 31, 2015. Any additional hours on an as-needed basis are to be pre-approved by the Superintendent.

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ____ Roschewsk ____ Rutledge ____ Shotwell ____ Johnson-Demeter ____

Resolution 11970-15: Employ CIE Students for the 2014-2015 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board authorizes the CSA to employ CIE students to work with technology and maintenance personnel during the period from January 1, 2015 to June 30, 2015 at the rate of \$8.50 per hour. Hours worked will be on an as-needed basis preapproved by the Superintendent or Business Administrator.

3 – Technology: Neil Eelman, Joshua Lacey, Philip Weigel

7 – Maintenance: Margaret Walburn, John Walters, Chris Weinreich, Karina Seamon, John Walters, Cody Cashman, Matthew Giordano, Brett Young, Tyler Bender, Garrett Furmarek.

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ____ Roschewsk ____ Rutledge ____ Shotwell ____ Johnson-Demeter ____

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Resolution 11971-15: Employ Home Instructors for the 2014-2015 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board employs the following home instructor for the 2014-2015 school year effective from September 1, 2014 through June 30, 2015 at the rate of pay of \$25.00 per hour on an as needed basis:

Tracy Leal

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ____ Roschewsk ____ Rutledge ____ Shotwell ____ Johnson-Demeter ____

Resolution 11972-15: Hire Kevin O'Connell as Musical Accompanist for Auditions for Theater Arts Spring Production of Grease

On the motion of _____, seconded by _____, RESOLVED, that this Board hire Kevin O'Connell as Musical Accompanist for the auditions for the spring production of *Grease*. Mr. O'Connell will be paid \$40.00 per hour for five (5) hours of auditions.

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ____ Roschewsk ____ Rutledge ____ Shotwell ____ Johnson-Demeter ____

Resolution 11973-15: Approve Leave of Absence Without Pay for Maryanne Czarnecki

On the motion of _____, seconded by _____, RESOLVED, that this Board approves a Leave of Absence without pay for Maryanne Czarnecki after the use of available sick days commencing on January 26, 2015 until doctors release to return to work.

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ____ Roschewsk ____ Rutledge ____ Shotwell ____ Johnson-Demeter ____

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TRAVEL

Resolution 119 74-15: Approve January 2015 Travel Resolutions as Listed Below

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following travel resolutions as listed below:

Resolution 11975-15: Approve Proposed Field Trips for the 2014-2015 School Year

Resolution 11976-15-: Approve Robert Cammarota, Information Technology Manager, to Attend NJASA Techspo Workshop on January 29 - 30, 2015

Resolution 11977-15: Approve Emilio Jennette, Assistant Principal to Attend National Title 1 Conference Workshop on February 4-8, 2015 Paid for with NCLB Title 1 Funds

Resolution 11978-15: Approve Edmund Zalewski, Business Administrator, to Attend NJASBO Workshop on June 3-5, 2015

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ___ Roschewsk ___ Rutledge ___ Shotwell ___ Johnson-Demeter ___

Resolution 11975-15: Approve Proposed Field Trips for the 2014-2015 School Year

On the motion of _____, seconded by _____, 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
1/25/15	Wayne Hills High School	Sean McGeough	25	FTC Robotics Meet	WCTS
1/28/15	NJIT	Sean McGeough	3	Panasonic creative design challenge (prelim competition)	WCTS
1/28/15	St. Philips & James	Fran Tomeo	10	Warren County Project Homeless Connect	TBD
2/1/15	Hackettstown High School	Sean McGeough	25	FTC Robotics Qualifier	WCTS
3/3/15	Northampton Community College	P. Fortun/P. Lilly	31	College Visit Culinary Arts	\$448.77
4/27/15	9/11 Memorial Museum	P. Fortun/P. Lilly	29	Students history awareness & tour of Chelsea Market	\$512.88

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

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ___ Roschewsk ___ Rutledge ___ Shotwell ___ Johnson-Demeter ___

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Resolution 11976-15-: **Approve Robert Cammarota, Information Technology Manager, to Attend NJASA Techspo Workshop on January 29 - 30, 2015**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Robert Cammarotta to attend the NJASA Techspo Workshop on January 29-30 in Atlantic City NJ.

Workshop \$395.00
Hotel \$94.00 for 1 night
Mileage & Tolls @ \$0.31 per mile
Plus State approved meal allowance

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ____ Roschewsk ____ Rutledge ____ Shotwell ____ Johnson-Demeter ____

Resolution 11977-15-: **Approve Emilio Jennette, Assistant Principal to Attend National Title 1 Conference Workshop on February 4-8, 2015 Paid for with NCLB Title 1 Funds**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Emilio Jennette to attend National Title 1 Conference on February 5-8, 2015 in Salt Lake City, UT paid for with NCLB title 1 funds for professional development.

Workshop \$549.00
Hotel \$752.00
Airfare \$611.20
Tolls & Mileage @ \$0.31 per mile from Home to Airport
Parking fees
Plus State approved meal allowance

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ____ Roschewsk ____ Rutledge ____ Shotwell ____ Johnson-Demeter ____

ADDITIONAL INFORMATION: Travel has been approved by NCLB Title 1 Grant Department.

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Resolution 11978-15: **Approve Edmund Zalewski, Business Administrator, to Attend NJASBO Workshop on June 3-5, 2015**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Edmund Zalewski to attend the NJASBO Workshop on June 3-5, 2015 in Atlantic City NJ.

Workshop \$150.00
Hotel \$94.00 per night for 2 nights
Mileage & Tolls @ \$0.31 per mile
Plus State approved meal allowance

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ____ Roschewsk ____ Rutledge ____ Shotwell ____ Johnson-Demeter ____

CURRICULUM

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
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POLICY

Resolution 119 79-15: Approve January 2015 Policy Resolutions as Listed Below

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following policy resolutions as listed below:

Resolution 11980-15: Approve on Second Reading Revisions to the Board Policy Manual

Resolution 11981-15: Approve on First Reading Revisions to the Board Policy Manual

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ____ Roschewsk ____ Rutledge ____ Shotwell ____ Johnson-Demeter ____

Resolution 11980-15: Approve on Second Reading Revisions to the Board Policy Manual

On the motion of _____ seconded by _____, RESOLVED, that this Board approves on second 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:

Motion Carried: Yes / No

Lamonte ____ Roschewsk ____ Rutledge ____ Shotwell ____ Johnson-Demeter ____

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Resolution 11981-15: **Approve on First Reading Revisions to the Board Policy Manual**

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

2412	Home Instruction – Policy
2412	Home Instruction – Regulation
5200	Attendance – Policy
5200	Attendance – Regulation
5240	Tardiness - Policy
5530	Substance Abuse - Policy
5530	Substance Abuse – Regulation
5600	Student Discipline – Policy
5600	Student Discipline – Regulation
5610	Suspension – Policy
5610	Suspension – Regulation

(Recommended by the Superintendent)

Exhibit: B

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ____ Roschewsk ____ Rutledge ____ Shotwell ____ Johnson-Demeter ____

OTHER NEW BUSINESS

Resolution 11982-15: **Support the Proposed Request for QSAC Equivalency**

On the motion of _____ seconded by _____, RESOLVED, that this Board supports the proposed request for QSAC Equivalency based on the district's high performance rating in each of the five QSAC areas (Instruction and Program, Fiscal Management, Governance, Personnel, and Operations). This would exempt the district from the QSAC Requirements of having to complete the District Performance Review and undergoing QSAC monitoring. The Annual QSAC Statement of Assurance would still be required.

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ____ Roschewsk ____ Rutledge ____ Shotwell ____ Johnson-Demeter ____

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.

ADJOURNMENT

Adjourn the Meeting

On the motion of _____, seconded by _____, the Board adjourned the meeting at _____ p.m.

Upcoming Dates of Interest:

February 18, 2015 BOE Meeting 5:00 p.m. Executive Session 5:30 p.m. Regular Session