

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING AGENDA
March 19, 2014

CALL TO ORDER

President Johnson-Demeter will call the meeting to order at 5:00 p.m. on Wednesday, March 19, 2014 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

- ___ Rosalie Lamonte
- ___ Rob Roschewsk
- ___ Gus Rutledge
- ___ David J. Shotwell
- ___ Ellen Johnson-Demeter

Adopt the Meeting Agenda

Resolution 11624-14: Adopt the Meeting Agenda

On the motion of _____, seconded by _____, RESOLVED, that this Board adopts the Meeting Agenda for the March 19, 2014 meeting as published with any addenda.

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

Motion Carried: Yes / No

Resolution E523-14: 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:
- 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 E524-14: 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

1. PUBLIC COMMENTS - Related to Agenda Items Only

2. COMMUNICATIONS

3. SUPERINTENDENT'S REPORT

- Students of the Month for February will be introduced.

4. HIB REPORT

- One (1) incident was reported since the February Board Meeting.

5. BOARD PRESIDENT'S REPORT

6. DISCUSS EDUCATIONAL ISSUES

7. NEW BUSINESS

8. PUBLIC HEARING

F. Minutes – Regular Meeting Minutes

Resolution 11625-14: 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 11626-14: Approve February 19, 2014 Regular Meeting Minutes

Resolution 11627-14: Approve February 19, 2014 Regular Meeting Executive Session Minutes

Resolution 11628-14: Approve March 5, 2014 Special Meeting Minutes

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

Motion Carried: Yes / No

Resolution 11626-14: Approve February 19, 2014 Regular Meeting Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Minutes of February 19, 2014.

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

Motion Carried: Yes / No

Resolution 11627-14: Approve February 19, 2014 Regular Meeting Executive Session Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of February 19, 2014.

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

Motion Carried: Yes / No

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Resolution 11628-14: Approve March 5, 2014 Special Meeting Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Special Meeting Minutes of March 5, 2014.

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

Motion Carried: Yes / No

FINANCE

Resolution 11629-14: Approve February 2014 Finance Resolutions as Listed Below

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

Resolution 11630-14: Receive, Accept, and Approve February 2014 Financial Reports

Resolution 11631-14: Board of Education's Monthly Certification of Major Account/Fund Status

Resolution 11632-14: Approve Payment of Bills for March 2014

Resolution 11633-14: Approve Transfers for February 2014

Resolution 11634-14: Approve Cooperative Pricing Agreement with Hunterdon County Educational Services Commission

Resolution 11635-14: Authorize the Award Professional Services Contract for Renewal Energy Project

Resolution 11636-14: Authorize the Issuance of RFP's for the Renewal Energy Project

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

Resolution 11630-14: Receive, Accept, and Approve February 2014 Financial Reports

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

(Recommended by the Chief School Administrator)

Exhibit: F1

ROLL CALL VOTE:

Motion Carried: Yes / No

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

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Resolution 11631-14: **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 February 28, 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 Chief School Administrator)

Exhibit: F2

ROLL CALL VOTE:

Motion Carried: Yes / No

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

Resolution 11632-14: **Approve Payment of Bills for March 2014**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for March in the amount of \$857,082.20.

(Recommended by the Chief School Administrator)

Exhibit: F3

ROLL CALL VOTE:

Motion Carried: Yes / No

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

Resolution 11633-14: **Approve Transfers for February 2014**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the transfers of monies for the month of February 2014 in the amount of \$41,999.00.

(Recommended by the Chief School Administrator)

Exhibit: F4

ROLL CALL VOTE:

Motion Carried: Yes / No

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

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Resolution 11634-14: **Approve Cooperative Pricing Agreement with Hunterdon County Educational Services Commission**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Cooperative Pricing Agreement with Hunterdon County Educational Services Commission as per the Exhibit

(Recommended by the Chief School Administrator)

Exhibit: F5

ROLL CALL VOTE:

Motion Carried: Yes / No

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

Additional Information: This is a continuation of the current relationship that we have with the organization that provides lower cost purchasing items.

Resolution 11635-14: **Authorize the Award Professional Services Contract for Renewal Energy Project**

On the motion of _____, seconded by _____, RESOLVED, that this Board authorize the award of certain professional services contracts pursuant to the public schools contracts law (N.J.S.A. 18A:18A-5a.(1)) in connection with the Board of Education's renewal energy project.

WHEREAS, the Warren County Technical School Board of Education ("BOE") desires to undertake the development and implementation of a Renewable Energy Project (the "Project") Request for Proposals ("RFP") for the financing, installation, operation and maintenance of photovoltaic energy systems; and

WHEREAS, under the Project, solar panels, including any related electrical modifications or other work required or convenient for the installation of the Project will be installed on lands adjacent to BOE's owned and/or controlled buildings, structures, lands or other properties (collectively, the "BOE Facilities"); and WHEREAS, among other benefits, the Project will reduce energy costs for the BOE Facilities; and WHEREAS, the BOE desires to retain special energy legal counsel to administer the RFP and contracting associated therewith, and

WHEREAS, the BOE desires to retain an energy consultant to assist with the RFP and provide construction administration services, and

WHEREAS, pursuant to law, specifically, N.J.S.A. 18A:18A-5a.(1), the BOE is authorized to award contracts for professional services without public bidding.

NOW, THEREFORE, BE IT RESOLVED by the Warren County Technical School Board of Education, as follows:

1. The aforesaid recitals are incorporated herein as if set forth at length.
2. The Superintendent, or his designee, are hereby authorized to enter into a professional services contract with the law firm of DeCotiis, FitzPatrick & Cole, LLP in accordance with the terms and conditions of DeCotiis' proposal dated March 11, 2014.
3. The Superintendent, or his designee, are hereby authorized to enter into a professional services contract with Gabel Associates in accordance with the terms and conditions of Gabel's proposal dated March 11, 2014.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately pending attorney review.

(Recommended by the Chief School Administrator)

Exhibit: Solar

ROLL CALL VOTE:

Motion Carried: Yes / No

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

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Resolution 11636-14: **Authorize the Issuance of RFP's for the Renewal Energy Project**

On the motion of _____, seconded by _____, RESOLVED, that this Board authorize the issuance of Request for Proposals pursuant to the public schools contracts law (N.J.S.A. 18A:18A-4.1(k)) in connection with the Board's renewable energy project.

WHEREAS, the Warren County Technical School Board of Education ("BOE") desires to undertake the development and implementation of a Renewable Energy Project (the "Project") Request for Proposals ("RFP") for the financing, installation, operation and maintenance of photovoltaic energy systems; and

WHEREAS, under the Project, solar panels, including any related electrical modifications or other work required or convenient for the installation of the Project will be installed on lands adjacent to BOE's owned and/or controlled buildings, structures, lands or other properties (collectively, the "BOE Facilities"); and

WHEREAS, among other benefits, the Project will reduce energy costs for the BOE Facilities; and

WHEREAS, pursuant to the Department of Community Affairs Division of Local Government Services' Local Finance Notices 2008-20, dated December 3, 2008, and 2009-10, dated June 12, 2009, the Project may be procured through competitive contracting provisions of the Public Schools Contracts Law (N.J.S.A. 18A:18A-4.1(k)), and

WHEREAS, pursuant to law, specifically, N.J.S.A. 18A:18A-4.3a, the BOE must adopt a resolution authorizing the use of competitive contracting in the procurement of the Project, and the issuance of the RFP.

NOW, THEREFORE, BE IT RESOLVED by the Warren County Technical School Board of Education, as follows:

1. The aforesaid recitals are incorporated herein as if set forth at length.
2. The Superintendent, or his designee, or at their direction, the BOE's consulting energy engineer and/or the BOE's special counsel for the Project, are hereby authorized to issue the RFP utilizing the competitive contracting process under the Public Schools Contracts Law, and from time to time may issue any addenda thereto as deemed necessary.
3. The BOE's Secretary or his designee shall advertise the RFP in the official newspapers and cause the RFP to be posted on the BOE's website.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately pending attorney review.

(Recommended by the Chief School Administrator)

Exhibit: Solar

ROLL CALL VOTE:

Motion Carried: Yes / No

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

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PERSONNEL

Resolution 11637-14: Approve March 2014 Personnel Resolutions as Listed Below

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

Resolution 11638-14: Employ Extra Curricular Personnel for the 2013-2014 School Year

Resolution 11639-14: Employ Substitute Instructors for the 2013-2014 School Year

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

Resolution 11638-14: Employ Extra Curricular Personnel for the 2013-2014 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board employs extra curricular personnel for the 2013-2014 school year for the period from September 1, 2013 to June 30, 2014 as follows:

<u>Last</u>	<u>First</u>	<u>Extra Curricular Personnel</u>	<u>Stipend</u>
Tierney	Jeff	Lead Teacher – Common Core Curriculum Standards Implementation	\$1,243

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

Resolution 11639-14: Employ Substitute Instructors for the 2013-2014 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board employs Substitute Instructors for the 2013-2014 school year for the period from September 1, 2013 to June 30, 2014, at a salary of \$90.00 per day for each day worked as follows:

Michael Terminelli

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

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TRAVEL

Resolution 11640-14: Approve March 2014 Travel Resolutions as Listed Below

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

Resolution 11641-14: Approve Proposed Field Trips for the 2013-2014 School Year

Resolution 11642-14: Approve Edmund Zalewski, Business Administrator, to Attend NJASBO Workshop on June 4-6, 2014

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

Resolution 11641-14: Approve Proposed Field Trips for the 2013-2014 School Year

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

Date	Destination	Instructor	Number Of Students	Purpose	Approximate Transportation Cost
3/13/14 & 3/14/14	WCCC	Randy Bobish	25	Participate in workshops in Fine Arts	Walking
3/13/14	WCCC	Patty Seugling	19	Media Arts Festival	Walking
3/13/14	WCCC	Vinny Fattorusso	24	Teen Arts	Walking
3/19/14	NJIT	Sean McGeough	3	CDC – Oral Presentation	WCTS
5/6/2014	Eastern State Penitentiary	Bob Wheatley	22	Analyze crimes of inmates & how reflects society	WCTS
5/13/14	NJSP Museum	Bob Wheatley	20	Interact and network with NJSP troopers	WCTS
5/19/14	Burlington County Tech Institute	Cathy Bennett	40	State Cosmetology Licensing Exam	\$599
6/6/14	Fox News Network & Museum of Moving Image	Patty Seugling	12	Tour of news network during live broadcast	\$567.45

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

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Resolution 11642-14: **Approve Edmund Zalewski, Business Administrator, to Attend NJASBO Workshop on June 4-6, 2014**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Edmund Zalewski to attend the NJASBO Workshop on June 4-6, 2013 in Atlantic City NJ.

Workshop \$150.00
Hotel \$100.00 per night for 2 nights
Mileage & Tolls @ \$0.31 per mile
Plus State approved meal allowance

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

CURRICULUM

POLICY

Resolution 11643-14: **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:

3221	Evaluation of Teachers – Policy
R 3221	Evaluation of Teachers – Regulation
3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators - Policy
R 3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators – Regulation
3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals – Policy
R 3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals – Regulation
3224	Evaluation of Principals, Vice Principals, and Assistant Principals – Policy
R 3224	Evaluation of Principals, Vice Principals, and Assistant Principals - Regulation

(Recommended by the Chief School Administrator)

VOICE VOTE: Yeas:____ Nays:____ Abstain:____ Absent:____

Motion Carried: Yes / No

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.

ADJOURNMENT

Adjourn the Meeting

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

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

Motion Carried: Yes/No

Upcoming Dates of Interest:

March 26, 2014	Board of School Estimate	6:00 p.m.	County Administration Building
April 16, 2014	BOE Meeting	5:00 p.m.	Executive Session 5:30 p.m. Regular Session