

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING AGENDA**  
**April 12, 2017**

**CALL TO ORDER**

President Roschewsk will call the meeting to order at 4:30 p.m. on Wednesday, April 12, 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**

\_\_\_ Mrs. Johnson-Demeter  
\_\_\_ Dr. Lamonte  
\_\_\_ Mr. Rutledge  
\_\_\_ Mr. Shotwell  
\_\_\_ Mr. Roschewsk

**Adopt the Meeting Agenda**

**Resolution 12937-17: Adopt the Meeting Agenda**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board adopts the Meeting Agenda for the April 12, 2017 meeting as published with any addenda.

VOICE VOTE: Yeas:\_\_\_ Nays:\_\_\_ Abstain:\_\_\_ Absent:\_\_\_

***Motion Carried:*** Yes / No

**Resolution E602-17: 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:
  - Legal Update
  - Staff Evaluations
- 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

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING AGENDA**  
**April 12, 2017**

**Resolution E603-17: 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**

• **STUDENT RECOGNITION**

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

• **COMMUNICATIONS**

• **SUPERINTENDENT'S REPORT**

• **HIB REPORT/SUSPENSIONS**

- One (1) HIB incident was reported since the March Board Meeting.
- Zero (0) in-school suspensions and two (2) out-of-school suspensions since the March Board Meeting.

• **BOARD PRESIDENT'S REPORT**

• **DISCUSS EDUCATIONAL ISSUES**

• **NEW BUSINESS**

**Minutes – Regular Meeting Minutes**

**Resolution 12938-17: 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 12939-17: Approve March 15, 2017 Regular Meeting Minutes**

**Resolution 12940-17: Approve March 15, 2017 Regular Meeting Executive Session Minutes**

VOICE VOTE: Yeas:\_\_\_ Nays:\_\_\_ Abstain:\_\_\_ Absent:\_\_\_

**Motion Carried:** Yes / No

**Resolution 12939-17: Approve March 15, 2017 Regular Meeting Minutes**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the Regular Meeting Minutes of March 15, 2017.

VOICE VOTE: Yeas:\_\_\_ Nays:\_\_\_ Abstain:\_\_\_ Absent:\_\_\_

**Motion Carried:** Yes / No

**Resolution 12940-17: Approve March 15, 2017 Regular Meeting Executive Session Minutes**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of March 15, 2017.

VOICE VOTE: Yeas:\_\_\_ Nays:\_\_\_ Abstain:\_\_\_ Absent:\_\_\_

**Motion Carried:** Yes / No

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING AGENDA**  
**April 12, 2017**

**FINANCE & FACILITIES**

**Resolution 12941-17:      Approve Finance & Facilities Resolutions as Listed Below**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the following finance and facilities resolutions as listed below:

|                                    |                                                                                |
|------------------------------------|--------------------------------------------------------------------------------|
| <b><u>Resolution 12942-17:</u></b> | <b>Receive, Accept, and Approve March 2017 Financial Reports</b>               |
| <b><u>Resolution 12943-17:</u></b> | <b>Board of Education's Monthly Certification of Major Account/Fund Status</b> |
| <b><u>Resolution 12944-17:</u></b> | <b>Approve Payment of Bills for March 2017</b>                                 |
| <b><u>Resolution 12945-17:</u></b> | <b>Approve Transfers for March 2017</b>                                        |
| <b><u>Resolution 12946-17:</u></b> | <b>Approve Maximum Travel Expenses for 2017-2018</b>                           |
| <b><u>Resolution 12947-17:</u></b> | <b>Approve Contracting With Great Meadows Design Group, LLC</b>                |

(Recommended by the Superintendent)

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_ Roschewsk \_\_\_\_

**Resolution 12942-17:      Receive, Accept, and Approve March 2017 Financial Reports**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that the March 2017 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

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_ Roschewsk \_\_\_\_

**Resolution 12943-17:      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: (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 March 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.

(Recommended by the Superintendent)

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_ Roschewsk \_\_\_\_

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING AGENDA**  
**April 12, 2017**

**Resolution 12944-17:**                    **Approve Payment of Bills for March 2017**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for March 2017 in the amount of \$828,420.95.

(Recommended by the Superintendent)

Exhibit: F2

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_ Roschewsk \_\_\_\_

**Resolution 12945-17:**                    **Approve Transfers for March 2017**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the transfers of monies for the month of March 2017.

(Recommended by the Superintendent)

Exhibit: F3

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_ Roschewsk \_\_\_\_

**Resolution 12946-17:**                    **Approve Maximum Travel Expenses for 2017-2018**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the maximum travel expenses for the 2017-2018 school year of \$12,600.00.

(Recommended by the Superintendent)

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_ Roschewsk \_\_\_\_

**Resolution 12947-17:**                    **Approve Contracting With Great Meadows Design Group, LLC.**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves contracting with Great Meadows Design Group, LLC. for Engineering Services for Security Upgrades for \$18,250 plus incidentals based on the defined project scope contained in the proposal #P17016.

(Recommended by the Superintendent)

Exhibit: F4

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_ Roschewsk \_\_\_\_

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING AGENDA**  
**April 12, 2017**

**PERSONNEL**

**Resolution 12948-17:**            **Approve Personnel Resolutions as Listed Below**

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

**Resolution 12949-17:**            **Employ Extra-Curricular Personnel for the 2016-2017 School Year**  
**Resolution 12950-17:**            **Employ Substitute School Bus Drivers for Student Field Trips**

**Resolution 12949-17:**            **Employ Extra-Curricular Personnel for the 2016-2017 School Year**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board employs extra-curricular personnel for the 2016-2017 school year for the period from August 31, 2016 to June 30, 2017 as follows:

| <u>Last</u> | <u>First</u> | <u>Extra-Curricular Personnel</u> | <u>Stipend</u> |
|-------------|--------------|-----------------------------------|----------------|
| Muller      | Ken          | Bowling Club                      | \$ 813.00      |

(Recommended by the Superintendent)

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_ Lamonte \_\_\_ Rutledge \_\_\_ Shotwell \_\_\_ Roschewsk \_\_\_

**Resolution 12950-17:**            **Employ Substitute School Bus Drivers for Student Field Trips**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board employs Substitute School Bus Drivers to transport students for student field trips from September 1, 2016 through June 30, 2017 at the rate of \$20.00 per hour as follows:

Sam Akin            Tammy Burrows

(Recommended by the Superintendent)

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_ Lamonte \_\_\_ Rutledge \_\_\_ Shotwell \_\_\_ Roschewsk \_\_\_

**TRAVEL**

**Resolution 12951-17:**            **Approve Travel Resolutions as Listed Below**

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

**Resolution 12952-17:**            **Approve Field Trip Resolutions as Listed Below**  
**Resolution 12953-17:**            **Approve Staff Professional Development Travel as Listed Below**

(Recommended by the Superintendent)

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_ Lamonte \_\_\_ Rutledge \_\_\_ Shotwell \_\_\_ Roschewsk \_\_\_

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING AGENDA**  
**April 12, 2017**

**Resolution 12952-17:                      Approve Field Trip Resolutions as Listed Below**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, 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>Approximate Transportation Cost</b> |
|-------------|------------------------|-------------------|---------------------------|-------------------------------------------------------------|----------------------------------------|
| *04/12/2017 | Adobo Latin Kitchen    | N. Lara           | 39                        | Expose students to music and dance from other countries.    | \$523.04                               |
| 04/28/2017  | Philadelphia Ship Yard | S. Akin           | 13                        | To learn about Welding/Fabricating ships that are 800' long | WCTS                                   |
| 05/18/2017  | NJSP Museum            | B. Wheatley       | 10                        | Networking                                                  | WCTS                                   |
| 05/23/2017  | Forest Lodge           | R. Gara           | 28                        | Skills Student Meeting                                      | WCTS                                   |
| 05/31/2017  | NJ Convention Center   | R. Gara           | 12                        | Construction Industry Career Day                            | WCTS                                   |
| 6/10/2017   | TCNJ                   | B. Wheatley       | 25                        | Special Olympics Summer Games                               | WCTS                                   |
| 6/19/2017   | Louisville, KY         | R. Gara           | 10(approx.)               | Skills USA National Competition                             | WCTS                                   |

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

(Recommended by the Superintendent)

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_ Roschewsk \_\_\_\_

**Resolution 12953-17:                      Approve Staff Professional Development Travel as Listed Below**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, 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> |
|-------------|-------------|-----------------------------------|---------------------|
| 04/03/17    | R. Dennis   | CPR Re-Certification              | \$0 + Mileage       |
| 04/26/2017  | K. Sarte    | NJ Center for Tourette's Syndrome | \$0 + Mileage       |
| 06/07-06/09 | E. Zalewski | NJASBO Conference                 | \$750 + Mileage     |

**\*Staff members must submit travel report and mileage report to business office prior to receiving payment.**

(Recommended by the Superintendent)

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_ Roschewsk \_\_\_\_

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING AGENDA**  
**April 12, 2017**

**POLICY**

**Resolution 12954-17:      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:

|            |                                                                                           |
|------------|-------------------------------------------------------------------------------------------|
| 0000.01    | Introduction (M) (Revised)                                                                |
| 0000.02    | Introduction (M) (Revised)                                                                |
| 0000.03    | Introduction (M) (Revised)                                                                |
| P 2320     | Independent Study Programs (Abolished)                                                    |
| P 2415.06  | Unsafe School Choice Option (M) (Revised)                                                 |
| P&R 2460   | Special Education (M) (Revised)                                                           |
| R 2460.8   | Special Education – Free and Appropriate Public Education                                 |
| R 2460.15  | Special Education – In Service Training Needs for Professional and Paraprofessional Staff |
| R 2460.16  | Special Education – Instructional Material to Blind or Print-Disabled Students            |
| P 2464     | Gifted and Talented Students (M) (Revised)                                                |
| P 2467     | Surrogate Parents and Foster Parents (M) (Revised)                                        |
| P 2622     | Student Assessment (M) (Revised)                                                          |
| P & R 3160 | Physical Examination (M) (Revised)                                                        |
| P & R 4160 | Physical Examination (M) (Revised)                                                        |
| P & R 5116 | Education of Homeless Children (Revised)                                                  |
| P 5460     | High School Graduation (M) (Revised)                                                      |
| P 5465     | Early Graduation (M) (Abolished)                                                          |
| P 7446     | School Security Program (New)                                                             |
| P 8350     | Records Retention (New)                                                                   |

(Recommended by the Superintendent)

Exhibit B

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_ Lamonte \_\_\_ Rutledge \_\_\_ Shotwell \_\_\_ Roschewsk \_\_\_

**OTHER NEW BUSINESS**

**Resolution 12955-17:      Approve Civil Rights Data Collection for the 2015-2016 school year.**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, RESOLVED, that this Board approves the Civil Rights Data Collection for the 2015-2016 school year.

(Recommended by the Superintendent)

Exhibit C

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_ Lamonte \_\_\_ Rutledge \_\_\_ Shotwell \_\_\_ Roschewsk \_\_\_

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING AGENDA**  
**April 12, 2017**

**Resolution 12956-17: Approve Special Education Assurance Statement for the 2016-2017 school year.**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, RESOLVED, that this Board approves the NJDOE of Special Education Programs Assurance Statement for the 2016-2017 school year.

(Recommended by the Superintendent)

Exhibit D

ROLL CALL VOTE:

***Motion Carried:*** Yes / No

Johnson-Demeter \_\_\_\_ Lamonte \_\_\_\_ Rutledge \_\_\_\_ Shotwell \_\_\_\_ Roschewsk \_\_\_\_

**OLD BUSINESS**

**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.

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.

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING AGENDA**  
**April 12, 2017**

**ADJOURNMENT**

**Adjourn the Meeting**

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

**Upcoming Dates of Interest:**

|               |                             |                           |
|---------------|-----------------------------|---------------------------|
| May 17, 2017  | 5:00 p.m. Executive Session | 5:30 p.m. Regular Session |
| June 20, 2017 | 6:00 p.m. Graduation        |                           |
| June 21, 2017 | 5:00 p.m. Executive Session | 5:30 p.m. Regular Session |