

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING AGENDA
September 16, 2015

CALL TO ORDER

President Johnson-Demeter will call the meeting to order at 5:00 p.m. on Wednesday, September 16, 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 12237-15: Adopt the Meeting Agenda

On the motion of _____, seconded by _____, RESOLVED, that this Board adopts the Meeting Agenda for the September 16, 2015 meeting as published with any addenda.

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

Motion Carried: Yes / No

Resolution E568-15: 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:
 - OCR Complaint
- 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 E569-15: 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**
- **BOARD PRESIDENT'S REPORT**
- **DISCUSS EDUCATIONAL ISSUES**
- **NEW BUSINESS**
 - **Mr. Chris Banquecer - Senior Class Trip and Sponsorship Program (Exhibits)**
- **PUBLIC HEARING**

Resolution 12238-15: Accept the Annual HIB Self-Assessment Report for the 2014-2015 School Year

On the motion of _____ seconded by _____, RESOLVED, that this Board accepts the Annual HIB Self-Assessment Report.

(Recommended by the Superintendent)

Exhibit: A

ROLL CALL VOTE:

Motion Carried: Yes / No

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

Minutes – Regular Meeting Minutes

Resolution 12239-15: 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 12240-15: Approve August 26, 2015 Regular Meeting Minutes

Resolution 12241-15: Approve August 26, 2015 Regular Meeting Executive Session Minutes

Resolution 12242-15: Approve September 1, 2015 Special Meeting Minutes

Resolution 12243-15: Approve September 1, 2015 Special Meeting Executive Session Minutes

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

Motion Carried: Yes / No

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Resolution 12240-15: **Approve August 26, 2015 Regular Meeting Minutes**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Minutes of August 26, 2015.

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

Motion Carried: Yes / No

Resolution 12241-15: **Approve August 26, 2015 Regular Meeting Executive Session Minutes**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of August 26, 2015.

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

Motion Carried: Yes / No

Resolution 12242-15: **Approve September 1, 2015 Special Meeting Minutes**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Special Meeting Minutes of September 1, 2015.

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

Motion Carried: Yes / No

Resolution 12243-15: **Approve September 1, 2015 Special Meeting Executive Session Minutes**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Special Meeting Executive Session Minutes of September 1, 2015.

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

Motion Carried: Yes / No

FINANCE & FACILITIES

Resolution 12244-15: **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:

- | | |
|------------------------------------|--|
| <u>Resolution 12245-15:</u> | Receive, Accept, and Approve August 2015 Financial Reports |
| <u>Resolution 12246-15:</u> | Board of Education's Monthly Certification of Major Account/Fund Status |
| <u>Resolution 12247-15:</u> | Approve Payment of Bills for September 2015 |
| <u>Resolution 12248-15:</u> | Approve Transfers for August 2015 |
| <u>Resolution 12249-15:</u> | Approve and Accept the Hazard Mitigation Grant Program Award |
| <u>Resolution 12250-15:</u> | Approve Lease of Facilities with the Warren County Community College |

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

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Resolution 12245-15: **Receive, Accept, and Approve August 2015 Financial Reports**

On the motion of _____, seconded by _____, RESOLVED, that the August 2015 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 ____

Resolution 12246-15: **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: (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 August 31, 2015, 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

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

Resolution 12247-15: **Approve Payment of Bills for September 2015**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for September 2015 in the amount of \$657,144.90.

(Recommended by the Superintendent)

Exhibit: F2

ROLL CALL VOTE:

Motion Carried: Yes / No

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

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Resolution 12248-15: Approve Transfers for August 2015

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the transfers of monies for the month of August 2015.

(Recommended by the Superintendent)

Exhibit: F3

ROLL CALL VOTE:

Motion Carried: Yes / No

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

Resolution 12249--15: Approve and Accept the Hazard Mitigation Grant Program Award

On the motion of _____, seconded by _____, RESOLVED, that this Board approves and accepts the Hazard Mitigation Grant Award through the New Jersey Office of Emergency Management project number FEMA-DR-4086-NJ-448-R in the amount of \$200,000 for the design and installation of an emergency generator to support the Warren County Department of Emergency Management for use of the School as an emergency shelter.

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

ADDITIONAL INFORMATION: Bill Hunt has been the lead person on this project and will be working with Alex Lazorisak to include the Schools project with other projects that were awarded to the county agencies. This generator will support the 2003 wing of the building.

Resolution 12250-15: Approve Lease of Facilities with the Warren County Community College

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Educational Facilities Lease with the Warren County Community College for the time frame of September 1, 2015 to June 30, 2018. The total rate of \$12,000 is for the Automotive and Food and Beverage Management programs.

ROLL CALL VOTE:

Motion Carried: Yes / No

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

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PERSONNEL

Resolution 12251-15: Approve September 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 12252-15:** **Employ Kimberly Nodoro as Baking Instructor for the 2015-2016 School Year**
Resolution 12253-15: **Employ Cindy Woodall as P/T Learning Disabilities Teacher Consultant for the 2015-2016 School Year**
Resolution 12254-15: **Approve Cindy Woodall to Work During the Summer Months of 2015**
Resolution 12255-15: **Employ Extra Curricular Personnel for the 2015-2016 School Year**
Resolution 12256-15: **Employ Keith Metz as Post-Secondary Black Seal Licensing Instructor for the 2015 -2016 School Year**
Resolution 12257-15: **Employ Substitute Instructors for the 2015-2016 School Year**

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

Resolution 12252-15: **Employ Kimberly Nodoro as Baking Instructor for the 2015-2016 School Year**
On the motion of _____ seconded by _____, RESOLVED, that this Board employs Kimberly Nodoro as Baking Instructor, Step 5-6 / Column SC, for the 2015-2016 school year effective August 31, 2015 at the annual salary of \$49,631, prorated to actual start date upon issuance of Certificate of Eligibility from the NJ Department of Education.

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

Resolution 12253-15: **Employ Cindy Woodall as P/T Learning Disabilities Teacher Consultant for the 2015-2016 School Year**

On the motion of _____ seconded by _____, RESOLVED, that this Board employs Cindy Woodall as P/T Learning Disabilities Teacher Consultant to work one (1) day per week for the 2015-2016 school year effective September 1, 2015 at the salary rate of \$545 per diem with no benefits/sick days. Any additional days must be preapproved by the Superintendent. Account 11-000-219-1040-0000.

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

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Resolution 12254-15: **Approve Cindy Woodall to Work During the Summer Months of 2015**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Cindy Woodall to work during the summer months of 2015. Days worked will be determined by the Superintendent and salary paid will be based on her daily rate of pay. Any additional days must be preapproved by the Superintendent. Account 11-000-213-1000-0000.

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

Resolution 12255-15: **Employ Extra Curricular Personnel for the 2015-2016 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board employs extra curricular personnel for the 2015-2016 school year for the period from August 31, 2015 to June 30, 2016 as follows:

<u>Last</u>	<u>First</u>	<u>Extra Curricular Personnel</u>	<u>Stipend</u>
Gara	Raymond	SkillsUSA Advisor – CTE	\$1,620.50
Nyland	Martin	Home Instructor	\$25/hour

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

Resolution 12256-15: **Employ Keith Metz as Post-Secondary Black Seal Licensing Instructor for the 2015 -2016 School Year**

On the motion of _____ seconded by _____, RESOLVED, that this Board employs Keith Metz as Post-Secondary Black Seal Licensing Instructor, effective October 1, 2015 Through June 30, 2015, at the rate of \$26.00 per hour for 36 hours per session as determined by the Post-Secondary Director. Salary will be paid from Account 13-629-100-1010-00CE.

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

ADDITIONAL INFORMATION: There are 15 students enrolled in the Winter Session of this program.

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Resolution 12257-15: Employ Substitute Instructors for the 2015-2016 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board employs Substitute Instructors for the 2015-2016 school year for the period from September 1, 2015 to June 30, 2016 at a salary of \$90.00 per day for each day worked as follows:

Renaye Wimmer
Olivia Innamorato

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

TRAVEL

Resolution 12258-15: Approve Travel Resolutions as Listed Below

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

Date	Destination	Instructor	Number Of Students	Purpose	Approximate Transportation Cost
10/19/15	Franklin Elementary	Ellen LePera	38	Read across the globe international event	\$329.20
4/21/16	Meadowlands Expo Center	Kristen Sarte	70	College Information	\$460.88

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

POLICY

Resolution 12259-15: Approve September 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 12260-15: Abolish Regulation 8540 – Free and Reduced Rate Meals Effective September 16, 2015

Resolution 12261-15: 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 ____

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Resolution 12260-15: **Abolish Regulation 8540 – Free and Reduced Rate Meals Effective September 16, 2015**

On the motion of _____ seconded by _____, RESOLVED, that this Board abolishes Regulation 8540 – Free and Reduced Rate Meals effective September 16, 2015.

(Recommended by the Superintendent)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

ADDITIONAL INFORMATION: Regulation 8540 provided detailed requirements of the School Lunch Program as outlined in the NJ Department of Agriculture Agreement. Terms in this agreement change often; therefore, revised Policy 8540 – School Nutrition Programs – incorporates this Agreement and its requirements by reference. The Board will not need to revise the Regulation Guide every time the Agreement is revised. New language inserted into revised Policy Guide 8540 indicates the district will comply with the requirements or provisions of the Agreement with the Division of Food and Nutrition, School Nutrition Programs, and NJ Department of Agriculture.

Resolution 12261-15: **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:

3322	Staff Member's Use of Personal Cellular Telephones/Other Communication Devices – Policy
4322	Staff Member's Use of Personal Cellular Telephones/Other Communication Devices – Policy
5330	Administration of Medication – Policy
5330	Administration of Medication – Regulation
5339	Screening for Dyslexia – Policy
5615	Suspected Gang Activity – Policy
5756	Transgender Students – Policy
8540	School Nutrition Programs – Policy
8550	Outstanding Food Service Charges – Policy
8820	Opening Exercises/Ceremonies – Policy

(Recommended by the Superintendent)

Exhibit: B

ROLL CALL VOTE:

Motion Carried: Yes / No

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

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OTHER NEW BUSINESS

Resolution 12262-15: **Approve QSAC Statement of Assurance for the School Year 2015-2016**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the QSAC Statement of Assurance for the School Year 2015-2016.

(Recommended by the Superintendent)

Exhibit: C

ROLL CALL VOTE:

Motion Carried: Yes / No

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

ADDENDUM ITEMS

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.

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ADJOURNMENT

Adjourn the Meeting

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

Upcoming Dates of Interest:

October 21, 2015	BOE Meeting	5:00 p.m. Executive Session	5:30 p.m. Regular Session
November 2, 2015	Organization Meeting	5:00 p.m. Organization Meeting	No Executive Session