

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING AGENDA
November 20, 2013

CALL TO ORDER

President Shotwell will call the meeting to order at 5:00 p.m. on Wednesday, November 20, 2013 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 11522-13: Adopt the Meeting Agenda

On the motion of _____, seconded by _____, RESOLVED, that this Board adopts the Meeting Agenda for the November 20, 2013 meeting as published with any addenda.

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

Motion Carried: Yes / No

Resolution E511-13: 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 E512-13: 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

- Introduce the October Students of the Month: Alanna Szabanos – Grade 10 – Spanish; Matthew Vital – Grade 10 – Child Development; and Bailey Duffell – Grade 10 – School Service Award

4. HIB REPORT

- Two (2) incidents were reported since the October Board Meeting.

5. BOARD PRESIDENT'S REPORT

6. DISCUSS EDUCATIONAL ISSUES

7. NEW BUSINESS

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F. Minutes – Regular Meeting Minutes

Resolution 11523-13: 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 11524-13: Approve October 16, 2013 Regular Meeting Minutes

Resolution 11525-13: Approve October 16, 2013 Regular Meeting Executive Session Minutes

Regulation 11526-13: Approve November 4, 2013 Organization Meeting Minutes

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

Motion Carried: Yes / No

Resolution 11524-13: Approve October 16, 2013 Regular Meeting Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Minutes of October 16, 2013.

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

Motion Carried: Yes / No

Resolution 11525-13: Approve October 16, 2013 Regular Meeting Executive Session Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of October 16, 2013.

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

Motion Carried: Yes / No

Resolution 11526-13: Approve November 4, 2013 Organization Meeting Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Organization Meeting Minutes of November 4, 2013.

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

Motion Carried: Yes / No

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FINANCE

Resolution 11527-13: Approve November 2013 Finance Resolutions as Listed Below

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

Resolution 11528-13: Receive, Accept, and Approve October 2013 Financial Reports
Resolution 11529-13: Board of Education's Monthly Certification of Major Account/Fund Status
Resolution 11530-13: Approve Payment of Bills for November 2013
Resolution 11531-13: Approve Transfers for October 2013
Resolution 11532-13: Accept County Apprenticeship Coordinator Grant for FY14

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

Resolution 11528-13: Receive, Accept, and Approve October 2013 Financial Reports

On the motion of _____, seconded by _____, RESOLVED, that the October 2013 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 ___

Resolution 11529-13: 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 as October 31, 2013, 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 ___

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Resolution 11530-13: **Approve Payment of Bills for November 2013**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for November in the amount of \$962,206.15.

(Recommended by the Chief School Administrator)

Exhibit: F3

ROLL CALL VOTE:

Motion Carried: Yes / No

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

Resolution 11531-13: **Approve Transfers for October 2013**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the transfers of monies for the month of October 2013 in the amount of \$342,130.

(Recommended by the Chief School Administrator)

Exhibit: F4

ROLL CALL VOTE:

Motion Carried: Yes / No

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

Resolution 11532-13: **Accept County Apprenticeship Coordinator Grant for FY14**

On the motion of _____, seconded by _____, RESOLVED, that this Board accept FY14 County Apprenticeship Coordinator Grant in the amount of \$10,000.00 through the New Jersey Department of Labor for the period July 1, 2013 through June 30, 2014 for the purposes, terms and conditions set forth in the proposal.

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

FACILITIES

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
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PERSONNEL

Resolution 11533-13: Approve November 2013 Personnel Resolutions as Listed Below

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

Resolution 11534-13: Employ Extra Curricular Personnel for the 2013-2014 School Year
Resolution 11535-13: Hire Eric Sciotto to Teach 4 Master Classes in Dance for Theater Arts
Resolution 11536-13: Employ Substitute Instructors for the 2013-2014 School Year
Resolution 11537-13: Employ Post-Secondary Substitute Instructors for the 2013-2014 School Year
Resolution 11538-13: Employ Christopher Cota as Post-Secondary Welding Instructor 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 11534-13: 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>
McCormick	Kim	Detention Proctor	\$26.61/hour
McGeough	Sean	Robotics Club Advisor	\$737

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

Resolution 11535-13: Hire Eric Sciotto to Teach 4 Master Classes in Dance for Theater Arts

On the motion of _____, seconded by _____, RESOLVED, that this Board hires Eric Sciotto to teach four (4) master classes in dance for Theater Arts students. Mr. Sciotto will teach from 8:00 -11:00 a.m. and 1:00 – 3:00 p.m. on those 4 days at the rate of pay of \$75.00 per hour for a total payment of \$1,500.00.

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

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Resolution 11536-13: 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:

Roland Lytle
Barbara Salas

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

Resolution 11537-13: Employ Post-Secondary Substitute Instructors for the 2013-2014 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board employs Post-Secondary 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:

Heather Burd – Cosmetology

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

Resolution 11538-13: Employ Christopher Cota as Post-Secondary Welding Instructor for the 2013-2014 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board employs Christopher Cota as Post Secondary Welding Instructor for I.B.E.W. Local 102 Welding Class at the rate of \$30.00 per hour for the 2013-2014 school year as required by I.B.E.W. Local 102.

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

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TRAVEL

Resolution 11539-13: Approve Senior Class Trip for May 27-30, 2014

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Senior Class trip for May 27-30, 2014 if the minimum number of students (45) submit the \$150 Non-refundable deposit prior to December 10, 2013.

Cost per Student:

Quad (4 people per room with 2 beds) \$599

Triple (3 people per room with 2 beds) \$624

Double (2 people per room with 2 beds) \$676

Single (1 person per room with 1 bed) \$831

Additional costs: lunch en-route to Hotel and miscellaneous spending money

Important Dates Non Refundable Payments:

December 10, 2013 \$150, January 10, 2014 \$150, February 10, 2014 \$150, March 22, 2014 Balance (\$150+)

Cost includes 1 chaperone per 10 paying students.

The chaperones are: INFORMATION NOT PROVIDED

The Additional costs to the school are: INFORMATION NOT PROVIDED

(Recommended by the Chief School Administrator)

Exhibit: A

ROLL CALL VOTE:

Motion Carried: Yes / No

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

Resolution 11540-13: 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	Approx Transportation Cost
11/13/13 *	W.C. Dept of Public Safety	Bob Wheatley	21	Tour of (911) communications center	Walking

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

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

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CURRICULUM

POLICY

Resolution 11541-13: 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:

3144.12	Certification of Tenure Charges – Inefficiency – Policy
3144.3	Suspension Upon Certification of Tenure Charge – Policy
3372	Teaching Staff Member Tenure Acquisition – Policy
3373	Tenure Upon Transfer or Promotion – Policy
3374	Tenure Upon Transfer to an Underperforming School – Policy
4124	Employment Contract – Policy
5512	Harassment, Intimidation, and Bullying – Policy
R5512	Harassment, Intimidation, or Bullying Investigation Procedure - Regulation

(Recommended by the Chief School Administrator)

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

Motion Carried: Yes / No

OTHER NEW BUSINESS

Resolution 11542-13: Approve November 2013 Other New Business as Listed Below

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

Resolution 11543-13: Accept Fall 2013 Bus Evacuation Drill Report

Resolution 11544-13: Accept Fall 2013 Bus Evacuation Drill Report

ROLL CALL VOTE:

Motion Carried: Yes / No

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

Resolution 11543-13: Accept Fall 2013 Bus Evacuation Drill Report

(Recommended by the Chief School Administrator)

ROLL CALL VOTE:

Motion Carried: Yes / No

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

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Resolution 11544-13: Accept Fall 2013 Bus Evacuation Drill Report

On the motion of _____ seconded by _____, RESOLVED, that this Board accepts the Fall 2013 Bus Evacuation Drill Report per the attached Exhibit.

(Recommended by the Chief School Administrator)

Exhibit: B

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.

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

Motion Carried: Yes/No

Upcoming Dates of Interest:

December 18, 2013 BOE Meeting 5:00 p.m. Executive Session 5:30 p.m. Regular Session