

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING AGENDA
November 20, 2019

CALL TO ORDER

President Rutledge will call the meeting to order at 5:00 p.m. on Wednesday, November 20, 2019 at the Warren County Technical School, 1500 Route 57, Washington, NJ 07882.

Flag Salute – President Rutledge

Opening Statement – President Rutledge

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 8, 2019.

Roll Call – Board Secretary Hachlica

___ Dr. Austin
___ Dr. Lamonte
___ Mr. McDonough
___ Mr. Shotwell
___ Mr. Rutledge

Adopt the Meeting Agenda

Resolution 13803-19: Adopt the Meeting Agenda

On the motion of _____, seconded by _____, RESOLVED, that this Board adopts the Meeting Agenda for the November 20, 2019 meeting as published with any addenda.

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

Motion Carried: Yes / No

Resolution E658-19: 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

Resolution E659-19: 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

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Discussion

- **PUBLIC COMMENTS** - Related to Agenda Items Only
- **COMMUNICATIONS** - Included in Board Packet
- **SUPERINTENDENT'S REPORT**
- **HIB REPORT/SUSPENSIONS**
 - Four (4) out-of-school suspensions were reported since the October board meeting.
- **BOARD PRESIDENT'S REPORT**
- **DISCUSS EDUCATIONAL ISSUES**
Presentation of HIB Annual Report
- **NEW BUSINESS**

Minutes – Regular Meeting Minutes

Resolution 13804-19: 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 13805-19: Approve October 16, 2019 Regular Meeting Minutes
Resolution 13806-19: Approve October 16, 2019 Regular Meeting Executive Session Minutes
Resolution 13807-19: Approve November 1, 2019 Reorganization Meeting Minutes

VOICE VOTE: Yeas:___ Nays:___ Abstain:___ Absent:___ *Motion Carried: Yes / No*

Resolution 13805-19: Approve October 16, 2019 Regular Meeting Minutes
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Minutes of October 16, 2019.

Resolution 13806-19: Approve October 16, 2019 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, 2019.

Resolution 13807-19: Approve November 1, 2019 Reorganization Meeting Minutes
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Minutes of November 1, 2019.

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FINANCE & FACILITIES

Resolution 13808-19: 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:

Resolution 13809-19:	Receive, Accept, and Approve October 2019 Financial Reports
Resolution 13810-19:	Board of Education's Monthly Certification of Major Account/Fund Status
Resolution 13811-19:	Approve Payment of Bills for November 2019
Resolution 13812-19:	Approve Transfers for October 2019
Resolution 13813-19:	Accept Donations for the 2019-2020 School Year
Resolution 13814-19:	Adopt Tuition and Transportation Rates for the 2020-2021 School Year
Resolution 13815-19:	Accept Contracts for Transportation for the 2019-2020 School Year

ROLL CALL VOTE:

Motion Carried: Yes / No

Austin ___ Lamonte ___ McDonough ___ Shotwell ___ Rutledge ___

Resolution 13809-19: Receive, Accept, and Approve October 2019 Financial Reports

On the motion of _____, seconded by _____, RESOLVED, that the October 2019 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F1

Resolution 13810-19: 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 November 20, 2019, 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.

Resolution 13811-19: Approve Payment of Bills for November 2019

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for November 2019 in the amount of \$1,058,731.12.

Exhibit: F2

Resolution 13812-19: Approve Transfers for October 2019

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the transfers of monies for the month October 2019.

Exhibit: F3

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Resolution 13813-19: **Accept Donations for the 2019-2020 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board gratefully accepts the following donations to the Warren County Technical School programs for the 2019-2020 school year:

Donation	Donor Name
2010 Ford Victoria 2FABP7BV7AX111353	Township of Pohatcong
2008 Ford Crown Victoria 2FAFP71V58X164078	Township of Pohatcong

Resolution 13814-19: **Adopt Tuition and Transportation Rates for the 2020-2021 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board set the tuition and transportation rates for the 2020-2021 school year for the High School programs as follows:

Program	Tuition
High School (9-12) Regular Education	\$5,100
High School Transportation for regularly scheduled route	\$750

Resolution 13815-19: **Accept Contracts for Transportation for the 2019-2020 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following new contracts for transportation with the following companies for the 2019-2020 school year as listed below:

Route	Provider	Route Cost	Adjustment
H	Krapf	\$338.00 per diem	\$1.95
Sports	Krapf	\$78.00 per hour	-0-
Late 1	GST	\$118.50 per diem	\$1.00
Late 2	GST	\$118.50 per diem	\$1.00
Late 3	GST	\$118.50 per diem	\$1.00
Late 4	GST	\$118.50 per diem	\$1.00

PERSONNEL

Resolution 13816-19: **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 13817-19: **Employ Extra-Curricular Personnel for the 2019-2020 School Year**

Resolution 13818-19: **Approve Maternity Leave for Employee #0640**

Resolution 13819-19: **Approve Employing Amy Barkman as the Business Administrator/Board Secretary Effective January 21, 2020**

ROLL CALL VOTE:

Motion Carried: Yes / No

Austin ____ Lamonte ____ McDonough ____ Shotwell ____ Rutledge ____

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Resolution 13817-19: **Employ Extra-Curricular Personnel for the 2019-2020 School Year**
On the motion of _____, seconded by _____, RESOLVED, that this Board employs extra-curricular personnel for the 2019-2020 school year for the period from August 28, 2019 to June 30, 2020 as follows:

<u>Staff</u>	<u>Extra-Curricular Personnel</u>	<u>Step</u>	<u>Stipend</u>
B. Cicale	Girls Basketball Varsity	1	\$3,700
S. Farber	Theater Advisor	-	\$5,850
P. Colabella	ESEA Math Tutor	-	\$35 per hour

Resolution 13818-19: **Approve Maternity Leave for Employee #0640**
On the motion of _____, seconded by _____, RESOLVED that this Board approves a maternity leave for Employee #0640 effective January 24, 2020 through May, 2020.

Resolution 13819-19: **Approve Employing Amy Barkman as the Business Administrator/Board Secretary Effective January 21, 2020**
On the motion of _____, seconded by _____, RESOLVED that this Board approves employing Amy Barkman as the Business Administrator/Board Secretary effective January 21, 2020.

Exhibit: A

TRAVEL

Resolution 13820-19: **Approve Travel Resolutions as Listed Below**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following travel resolutions as listed below:

Resolution 13821-19: **Approve Field Trip Resolutions as Listed Below**
Resolution 13822-19: **Approve Staff Professional Development Travel as Listed Below**

ROLL CALL VOTE: *Motion Carried:* Yes / No

Austin ____ Lamonte ____ McDonough ____ Shotwell ____ Rutledge ____

Resolution 13821-19: **Approve Field Trip Resolutions as Listed Below**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the field trip travel resolutions as listed below:

Date	Destination	Instructor	Student Count	Purpose	Transp. Cost
12/6/2019	Centenary University	J. Tierney	12	Dual Enrollment	\$100
11/23/2019	Kean University	S. McGeough	12	Robotics Competition	\$0
12/5/2019	Phillipsburg MS	S. Lentine	40	Phillipsburg students to WT	\$210
12/5/2019	Cranford, NJ	S. McGeough	7	Bridge Competition	\$0
12/15/2019	Westfield High School	S. McGeough	12	Robotics Competition	\$0
12/2019	TBD	S. McGeough	9	Community Service	\$0
1/18/2020	TBD	S. McGeough	12	Robotics Competition	\$0
2/25,26/2020	Pohatcong Creek/Forest	J. Cooper	80	Water testing	\$0

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3/11,12/2020	Centenary University	V. Fattorusso	22	Teen Arts	\$0
3/15/2020	Maplewood, NJ	S. McGeough	12	Robotics Competition	\$0
4/28-30/2020	Pohatcong Creek/Forest	J. Cooper	135	Water testing	\$0
5/14/2020	Pax Amicus Theater	J. Slowik	115	Shakespeare Play	\$0
5/15/2020	NJSP Museum	B. Wheatley	10	Observe history of the NJSP	\$0
6/5/2020	Broadway, NJ	B. Wheatley	25	Torch Run	\$0
6/6/2020	The College of NJ	B. Wheatley	25	Special Olympics	\$0
TBD	Rockaway Boro Police	B. Wheatley	14	Observe daily functions of a police department	\$0
TBD	PA Museum of Art	V. Fattorusso	22	View Art History photography	\$0
TBD	Grounds for Sculpture	V. Fattorusso	22	Experience art relating to Graphic Arts	\$0
TBD	Various Potential Employers	R. Gara	12	Shadow potential employers	\$0
TBD	WC Superior Court	B. Wheatley	21	Observe daily court functions	\$0
TBD	WC Correction Facility	B. Wheatley	14	Compare WC/MC daily facility functions	\$0
TBD	MC Correctional Facility	B. Wheatley	14	Observe daily facility duties	\$0
TBD	Liberty Science Center	V. Fattorusso	22	Observing technology	\$0

Resolution 13822-19: 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:

Date	Name	Description/Reason	Approx. Cost
10-29-2019	B. Cammarota	IT Security Briefing, NJCCIC	\$0 + Mileage
12-10-2019	J. Mylecraine	Campus Emergencies, Picatinny Arsenal	\$0 + Mileage
10-23-2019	D. Mai	Leaders 2 Leaders	\$0 + Mileage
12-10-2019	J. Mylecraine	Mental Health First Aid Training	\$0 + Mileage
11-15-2019	P. Seugling	Livingston High School Observation	\$0 + Mileage
11-7-2019	P. Colabella	NJEA Convention, Atlantic City	\$35.00
12-6-2019	A. Van Riper	History Conference, Princeton University	\$80 + Mileage

POLICY

Resolution 13823-19: Approve Second Reading of Revisions to the Board Policy Manual

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

P0131	Bylaws and Policies
P & R 1642	Earned Sick Leave Law (M) (New)
P 3159	Teaching Staff Member/School District Reporting Responsibilities (M) (Revised)
P & R 3218	Use, Possession, or Distribution of Substances (M) (Revised)
P & R 4218	Use, Possession, or Distribution of Substances (M) (Revised)
P 4219	Commercial Driver's License Controlled Substance and Alcohol Use Testing (M) (Revised)
P 5517	School District Issued Student Identification Cards (Revised)
P & R 6112	Reimbursement of Federal and Other Grant Expenditures (M) (Revised)

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P & R 7440	School District Security (M) (Revised)
P 8600	Student Transportation (M) (Revised)
R 8600	Student Transportation (Revised)
P 8630	Bus Driver/Bus Aide Responsibility (M) (Revised)
R 8630	Emergency School Bus Procedures (M) (Revised)
P 8670	Transportation of Special Needs Students (M) (Revised)
R 5511	Dress Code

Exhibit: B

ROLL CALL VOTE:

Motion Carried: Yes / No

Austin ___ Lamonte ___ McDonough ___ Shotwell ___ Rutledge ___

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.

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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:

November 27, 2019	Early Dismissal Thanksgiving
November 28-29, 2019	Thanksgiving Recess
December 18, 2019	BOE Meeting