

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING AGENDA
November 20, 2024

CALL TO ORDER

President Austin will call the meeting to order at 5:00 p.m. on Wednesday, 20, 2024, Via ZOOM.

Flag Salute – Dr. Lori Austin

Opening Statement – President Austin

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 on November 8, 2024.

Roll Call – Board Secretary Barkman

- Dr. Lamonte
- Ms. Leahy
- Mr. McDonough
- Dr. Austin
- Mr. Rutledge

Adopt the Meeting Agenda

Resolution 15817-24: Adopt the Meeting Agenda

On the motion of _____, seconded by _____, RESOLVED, that this Board adopts the Meeting Agenda for the November 20, 2024 meeting as published with any addenda.

VOICE VOTE: Yeas: __ Nays: __ Abstain: __ Absent: __

Motion Carried: Yes / No

Resolution E739-24: 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 is excluded from attendance at a portion of this meeting for the reason that the following subject matter is discussed:
 - Personnel
 - Facility
- 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 to privacy.
- D. Action may be taken.

VOICE VOTE: Yeas: __ Nays: __ Abstain: __ Absent: __

Motion Carried: Yes / No

Resolution E740-24: 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**
- **SUPERINTENDENT’S REPORT**
- **HIB REPORT/SUSPENSIONS**
 - Zero (0) HIB’s since September’s Board Meeting
 - Four (4) Out of School Suspensions since September’s Board Meeting
 - One (1) In School Suspensions since September’s Board Meeting
- **BOARD PRESIDENT’S REPORT**
- **STUDENT REPRESENTATIVE**
 - Kate Martinez
- **DISCUSS EDUCATIONAL TOPICS**
- **NEW BUSINESS**
- **AUDIT PRESENTATION**
 - Nisivoccia

MINUTES

Resolution 15818-24: Approve Board Meeting Minutes Listed Below

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

- Resolution 15819-24: Approve October 16, 2024, Regular Meeting Minutes**
Resolution 15820-24: Approve October 16, 2024, Regular Meeting Executive Session Minutes
Resolution 15821-24: Approve November 4, 2024, Regular Meeting Minutes

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

Resolution 15819-24: Approve October 16, 2024, Regular Meeting Minutes
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Minutes of October 16, 2024.

Resolution 15820-24: Approve October 16, 2024, 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, 2024.

Resolution 15821-24: Approve November 4, 2024, Regular Meeting Minutes
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Minutes of November 4, 2024.

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FINANCE & FACILITIES

Resolution 15822-24: 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 15823-24: Receive, Accept, and Approve October 2024 Financial Reports**
- Resolution 15824-24: Board of Education’s Monthly Certification of Major Account/Fund Status**
- Resolution 15825-24: Approve Payment of Bills for October 2024**
- Resolution 15826-24: Approve Transfers for the Month of October**
- Resolution 15827-24: Accept Donation From Brenda Ackerman**
- Resolution 15828-24: Approve ACF Greenscapes for Snow Removal for the 2024-2025 School Year**
- Resolution 15829-24: Approve the Withdrawal of \$500K from Capital Reserve for Partial Roof Replacement**
- Resolution 15830-24: Approve Prorated Payout for Vacation and Stipend for Brett Liskowaski**
- Resolution 15831-24: Accept the 2023-2024 School Audit**

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ___ Leahy ___ McDonough ___ Rutledge ___ Austin ___

Resolution 15823-24: Receive, Accept, and Approve October 2024 Financial Reports

On the motion of _____, seconded by _____, RESOLVED, that the October 2024 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F1

Resolution 15824-24: 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) 3&4, we certify that November 2024, 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-expend. 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) 3&4.

Resolution 15825-24: Approve Payment of Bills for October 2024

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for September 2024, in the amount of \$950,935.04.

Exhibit: F2

Resolution 15826-24: Approve Transfers for the Month of October

On the motion of _____, seconded by _____, RESOLVED, that this Board approves transfers for October 2024.

Exhibit: F3

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Resolution 15827-24: **Accept Donation From Brenda Ackerman**

On the motion of _____, seconded by _____, RESOLVED, that this Board accepts a donation of the following from Brenda Ackerman:

(11) 72X120 oblong white linen tablecloths. (9) 120" round white linen tablecloths. (150) White linen napkins

Resolution 15828-24: **Approve ACF Greenscapes for Snow Removal for the 2024-2025 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves ACF Greenscapes for snow removal for the 2024-2025 school year at an annual cost of \$34,500.

Exhibit: F4

Resolution 15829-24: **Approve the Withdrawal of \$500K from Capital Reserve for Partial Roof Replacement**

On the motion of _____, seconded by _____, RESOLVED, that this Board approve the withdrawal of \$500 from Capital Reserve for the use of the partial roof replacement.

Resolution 15830-24: **Approve Prorated Payout for Vacation and Stipend for Brett Liskowaski**

On the motion of _____, seconded by _____, RESOLVED, that this Board approve a prorated payout for vacation, and Team Lead stipend for Brett Liskowaski.

Resolution 15831-24: **Accept the 2023-2024 School Audit**

On the motion of _____, seconded by _____, RESOLVED, that this Board accepts the 2023-2024 school audit;

WHEREAS, the Warren County Technical School Board of Education in accordance with NJSA 18A;23-1 must have a certified External Audit of the district's account and financial transactions and

WHEREAS, the Warren County Technical School Board of Education received the audit performed by Nisivoccia and Company LLC and discussed said audit at its public meeting held on 11/20/2024; now

BE IT RESOLVED that the Warren County Technical School Board of Education accepts the audit for the 2023/2024 school year fiscal year ending June 30, 2024, reflecting no audit findings/recommendations.

PERSONNEL

Resolution 15832-24: **Approve Personnel Resolutions as Listed Below**

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

Resolution 15833-24: **Approve Retirement of Amy Barkman, Business Administrator/Board Secretary**

Resolution 15834-24: **Approve Nancy Sypniewski as Custodial Substitute**

Resolution 15835-24: **Approve Tom Uhlig as Full Time Maintenance and Team Lead for 2024-2025 School Year Effective November 11, 2024**

Resolution 15836-24: **Approve the Following Substitute Instructors for the 2024-2025 School Year**

Resolution 15837-24: **Approve Resignation of Rob Collis, Science Instructor**

Resolution 15838-24: **Approve Donna Williams as Business Administrator/Board Secretary Effective March 3, 2025**

ROLL CALL VOTE:

Motion Carried: Yes / No

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Lamonte ___ Leahy ___ McDonough ___ Rutledge ___ Austin ___

Resolution 15833-24: Approve Retirement of Amy Barkman, Business Administrator/Board Secretary

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Amy Barkman's retirement as Business Administrator/Board Secretary effective March 1, 2025.

Resolution 15834-24: Approve Nancy Sypniewski as Custodial Substitute

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Nancy Sypniewski as a Custodial Substitute at \$20 per hour for the 2024-2025 school year.

Resolution 15835-24: Approve Tom Uhlig as Full Time Maintenance and Team Lead for 2024-2025 School Year Effective November 11, 2024

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Tom Uhlig as full time Maintenance (WTEA Step 1) and Team Lead (\$6,000 prorated) for 2024-2025 School effective November 11, 2024.

Resolution 15836-24: Approve the Following Substitute Instructors for the 2024-2025 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following substitute instructors as listed below for the 2024-2025 school year:

Rachel Yonak	Daniel Adams	Shauna Casciano
Annie Lazorchak		

Resolution 15837-24: Approve Resignation of Rob Collis, Science Instructor

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Rob Collis, Science Instructor effective December 20, 2024.

Resolution 15838-24: Approve Donna Williams as Business Administrator/Board Secretary Effective March 3, 2025

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Donna Williams as Business Administrator/Board Secretary with an anticipated start date of March 3, 2025, pending final approval of the contract by the Sussex County Executive Superintendent.

TRAVEL

Resolution 15839-24: Approve the Following Travel Resolutions as Listed Below

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

Resolution 15840-24: Approve the Following Field Trips as Listed Below

Resolution 15841-24: Approve Professional Development as Listed Below

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ___ Leahy ___ McDonough ___ Rutledge ___ Austin ___

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Resolution 15840-24: Approve the Following Field Trips as Listed Below

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

02 2025	S. Connolly, J. Slowik, K. Johnson, K. Sarte	Paux Amicus Castle Theater, Macbeth	\$1,922.34
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Resolution 15841-24: Approve Professional Development as Listed Below

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

DATE	EMPLOYEE	DESTINATION	COST
10 16 2024	C. Schiller	33rd Annual School Health Conference, Somerset, NJ	\$225.72
10 23 2024	K. Wene	Skills Fall Leadership Conference, Monroe Township, NJ	\$92.64
11 14 2024	S. Lance & K. Wene	Skills 2025 Carpentry Cluster Competition, Monroe Township, NJ	\$112.64

EDUCATIONAL

Resolution 15842-24: Approve the School Bus Evacuation Drill for the 2024-2025 School Year.

On the motion of _____, seconded by _____, RESOLVED, that this Board Approve 2024-2025 School Bus Evacuation Drill.

Exhibit: A

ROLL CALL VOTE:

Motion Carried: Yes / No

Lamonte ___ Leahy ___ McDonough ___ Rutledge ___ Austin ___

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

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- 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 has been heard;
 4. All statements shall be directed to the presiding officer; no participant may address or question the 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:

November 27, 2024	Early Dismissal for Thanksgiving Break
November 28-29, 2024	School Closed for Thanksgiving Break
December 18, 2024	Board of Education Meeting