

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**March 4, 2020**

**CALL TO ORDER**

President Rutledge called the meeting to order at 5:00 p.m. on Wednesday, March 4, 2020 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 – Amy Barkman**

\_\_\_ Dr. Austin  
\_\_\_ Dr. Lamonte  
X Mr. McDonough  
X Mr. Shotwell  
X Mr. Rutledge

**Adopt the Meeting Agenda**

**Resolution 13964-20: Adopt the Meeting Agenda**

On the motion of Mr. McDonough, seconded by Mr. Shotwell, RESOLVED, that this Board adopts the Meeting Agenda for the March 4, 2020 meeting as published with any addenda.

VOICE VOTE: Yeas:3\_\_ Nays:\_0\_\_ Abstain:0\_\_ Absent:\_2\_\_

*Motion Carried: Yes / No*

**Resolution E660-20: Personnel, Negotiations and Legal Matters**

On the motion of Mr. McDonough, seconded by Mr. Shotwell, the Board moved into executive session at 5:01 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:3\_\_ Nays:\_0\_\_ Abstain:\_0\_\_ Absent:\_2\_\_

*Motion Carried: Yes / No*

**Resolution E661-20: Resume Regular Session**

On the motion of Mr. Shotwell, seconded by Mr. McDonough, the Board reconvened into regular session at 5:30 p.m.

VOICE VOTE: Yeas: 3\_\_ Nays:0\_\_ Abstain:0\_\_ Absent:\_2\_\_

*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**
  - One (1) out-of-school suspensions were reported since the February board meeting.
  - Zero (0) HIB's were reported since the February board meeting.
- **BOARD PRESIDENT'S REPORT**

**Minutes – Regular Meeting Minutes**

**Resolution 13965-20: Approve Board Meeting Minutes as Listed Below**

On the motion of Mr. Shotwell, seconded by Mr. McDonough, RESOLVED, that this Board approves the following resolutions as listed below:

**Resolution 13966-20: Approve February 19, 2020 Regular Meeting Minutes**

**Resolution 13967-20: Approve February 19, 2020 Regular Meeting Executive Session Minutes**

VOICE VOTE: Yeas:3\_\_ Nays:0\_\_ Abstain: 0\_\_ Absent: 2\_\_

*Motion Carried: Yes / No*

**Resolution 13966-20: Approve February 19, 2020 Regular Meeting Minutes**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the Regular Meeting Minutes of February 19, 2020.

**Resolution 13967-20: Approve February 19, 2020 Regular Meeting Executive Session Minutes**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of February 19, 2020.

**FINANCE & FACILITIES**

**Resolution 13968-20: Approve Finance & Facilities Resolutions as Listed Below**

On the motion of Mr. Shotwell, seconded by Mr. McDonough, RESOLVED, that this Board approves the following finance and facilities resolutions as listed below:

**Resolution 13969-20: Board of Education's Monthly Certification of Major Account/Fund Status**

**Resolution 13970-20: Approve Payment of Bills for March 2020**

**Resolution 13971-20: Adopt a Tentative Budget for the 2020-2021 School Year**

**Resolution 13972-20: Approve Maximum Travel Expenditure for the 2020-2021 School Year**

**Resolution 13973-20: Approve Closing of the PNC Account for Knights Cafe**

**Resolution 13974-20: Approve Agreement for Cooperative Pricing System with NJEDGE.NET, INC.**

ROLL CALL VOTE:

*Motion Carried: Yes / No*

Austin Absent Lamonte Absent McDonough Yes Shotwell Yes Rutledge Yes

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**Resolution 13969-20:**                    **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 3, 2020, 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 13970-20:**                    **Approve Payment of Bills for March 2020**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for March 2020 in the amount of \$660,651.24.

Exhibit: F2

**Resolution 13971-20:**                    **Adopt a Tentative Budget for the 2020-2021 School Year**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this board adopts the following tentative budget for the 2020-2021 school year and approves submission to the NJ Department of Education:

County Tax Levy	\$4,156,577
Other local Sources	\$2,731,841
Revenues From State Sources	\$3,359,717
Withdraw From Capital Reserve	\$0
Local Grants	\$3,999
Federal Grants	\$317,030
State Grants	\$8,999
 Total Revenue	 \$10,578,163

Exhibit: Budget

**Resolution 13972-20:**                    **Approve Maximum Travel Expenditure for the 2020-2021 School Year**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED Warren County Technical School Board of Education approves establishing a maximum travel expenditure amount of \$ 25,000 for the 2020-2021 school year. The maximum travel expenditure amount for the 2019-2020 school year is \$ 25,000, of which, \$ 17,428 has been spent to date.

**Resolution 13973-20:**                    **Approve Closing of the PNC Account for Knights Cafe**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this board the closing of the PNC Account for the Knights Cafe

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**Resolution 13974-20:**                    **Approve Agreement for Cooperative Pricing System with NJEDGE.NET, INC.**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED Warren County Technical School Board of Education authorizes the Warren County Technical School to enter into a cooperative pricing agreement with NJEDGE.NET, INC. as follows:

WHEREAS, N.J.S.A. 18A:18A-11, et seq. authorizes two or more contracting units to establish a Cooperative Pricing System for the provision and performance of goods and services, and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, NJEdge.Net, Inc. ("NJEdge"), hereinafter referred to as the "Lead Agency" has offered voluntary participation in a Cooperative Pricing System known as the "Edge Market Cooperative" for the purchase of goods and services; and

WHEREAS, on March 4, 2020 the governing body of the Warren County Technical School, situated in the County of Warren, State of New Jersey, duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services; and

WHEREAS, the Warren County Technical School within the County of Warren, State of New Jersey, desires to participate in the Edge Market Cooperative; and

NOW, THEREFORE BE IT RESOLVED as follows:

**TITLE**

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Warren County Vocational School.

**AUTHORITY**

Pursuant to the provisions of N.J.S.A. 18A:18A-11, et seq., Amy M. Barkman, School Business Administrator of the Warren County Vocational School, on behalf of Warren County Vocational School is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

**CONTRACTING UNIT**

This Lead Agency shall be responsible for complying with the provisions of the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., and all other provisions of the revised statutes of the State of New Jersey.

Attachment: A

**PERSONNEL**

**Resolution 13975-20:**                    **Approve Personnel Resolutions as Listed Below**

On the motion of Mr. McDonough, seconded by Mr. Shotwell, RESOLVED, that this Board approves the following personnel resolutions as listed below:

**Resolution 13976-20:**                    **Employ Extra-Curricular Personnel for the 2019-2020 School Year**

**Resolution 13977-20:**                    **Approve 2020-2021 School Calendar**

**Resolution 13978-20:**                    **Approve Summer Hours for 12-Month Custodial/Maintenance Employees**

**Resolution 13979-20:**                    **Approve Summer Hours for 12-Month Employees**

**Resolution 13980-20:**                    **Approve Substitute Teachers for the Remainder of the 2019-2020 School Year**

**Resolution 13981-20:**                    **Approve Substitute School Nurse for the Remainder of the 2019-2020 School Year**

**Resolution 13982-20:**                    **Employ Part Time Custodial Staff**

**Resolution 13983-20:**                    **Approve Revision to the 2019-2020 School Calendar**

**Resolution 13984-20:**                    **Approve Apprenticeship Between Warren County Technical School and the Northeast Carpenters Apprenticeship Fund**

**Resolution 13985-20:**                    **Approve Participation in the Sustainable Jersey for Schools Certification Program**

**Resolution 13986-20:**                    **Employ Jeffrey Tierney As Assistant Principal for the 2020-2021 School Year**

ROLL CALL VOTE:

*Motion Carried:* Yes / No

Austin Absent    Lamonte Absent    McDonough Yes    Shotwell Yes    Rutledge Yes

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**Resolution 13977-20:**                    **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 January 24, 2020 to June 30, 2020 as follows:

<b><u>Staff</u></b>	<b><u>Extra-Curricular Personnel</u></b>	<b><u>Stipend</u></b>
Steph Connolly	Gala Chaperone	\$35.00 hr.
Greg Dowling	Baseball Varsity	(3) \$4,800
Tina Giraldi	Pitch Count	\$40/Game
Lenore Arnold	Testing Coordinator	\$35.00 hr.
Jasmine Slowik	Testing Coordinator	\$35.00 hr.
Heidi San Filippo	Testing Coordinator	\$35.00 hr.
Ray Danner	Testing Coordinator	\$35.00 hr.
Nancy Kling	Testing Coordinator	\$35.00 hr.

**Resolution 13977-20:**                    **Approve 2020-2021 School Calendar**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED that this Board approves the 2020-2021 School Calendar.

Attachment: B

**Resolution 13978-20:**                    **Approve Summer Hours for 12-Month Custodial/Maintenance Employees**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the custodial/maintenance staff to use summer hours of 4 days a week, 10 hour days, alternating Monday through Friday, from June 19, 2020 through August 21, 2020.

**Resolution 13979-20:**                    **Approve Summer Hours for 12-Month Employees**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves summer hours of 7:30 a.m. to 3:30 p.m., Monday through Wednesday, Thursday 7:30 a.m. to 1:00 p.m. from June 11, 2020 through August 21, 2020 for 12-month employees, excluding maintenance/custodial staff.

**Resolution 13980-20:**                    **Approve Substitute Teacher for the Remainder of the 2019-2020 School Year**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board employs approves Kristen Yurvochek as a substitute teacher for the 2019-2020 School year.

**Resolution 13981-20:**                    **Approve Substitute School Nurse for the Remainder of the 2019-2020 School Year**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board employs approves Crystal Reed as a substitute school nurse for the 2019-2020 school year.

**Resolution 13982-20:**                    **Employ Part Time Custodial Staff**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the hiring of the following part time custodial staff at a rate of \$13.00 per hour for the 2019-2020 school year pending a Criminal History Background Check:

**Matthew Ciufio**

**Janet T. Capite**

**Resolution 13983-20:**                    **Approve Revision to the 2019-2020 School Calendar**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED that this Board approves the revised 2019-2020 School Calendar as presented.

Attachment: C



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**ADDENDUM ITEMS**

**PUBLIC COMMENTS –** Any topic not discussed earlier. NONE

**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.

**ADJOURNMENT**

**Adjourn the Meeting**

On the motion of Mr. McDonough, seconded by Mr. Shotwell, the Board adjourned the meeting at 5:45p.m.

**Upcoming Dates of Interest:**

March 25, 2020	Board of School Estimate Meeting – 6:30pm Belvidere
April 15, 2020	BOE Meeting
April 9, 2020	½ day Spring Recess Begins