

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
April 15, 2020

CALL TO ORDER

President Rutledge called the meeting to order via Zoom meeting at 5:00 p.m. on Wednesday, April 15, 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 – Board Secretary Barkman

 x Dr. Austin
 x Dr. Lamonte (arrived 5:03)
 x Mr. McDonough
 x Mr. Shotwell
 x Mr. Rutledge

Adopt the Meeting Agenda

Resolution 13990-20: Adopt the Meeting Agenda

On the motion of Mr. Rutledge, seconded by Dr. Austin, RESOLVED, that this Board adopts the Meeting Agenda for the April 15, 2020 meeting as published with any addenda.

VOICE VOTE: Yeas: 5__ Nays: __0__ Abstain: __0__ Absent: __

Motion Carried: Yes

Resolution E662-20: Personnel, Negotiations and Legal Matters

On the motion of Mr. Rutledge, seconded by Dr. Austin, the Board moved into executive session at 5:05 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:
 - Legal Update
- 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: __5__ Nays: __0__ Abstain: __0__ Absent: __

Motion Carried: Yes

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Resolution E663-20: Resume Regular Session

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

VOICE VOTE: Yeas: 5__ Nays: 0__ Abstain: 0__ Absent: __

Motion Carried: Yes

Discussion

- **PUBLIC COMMENTS** - Related to Agenda Items Only -None
- **COMMUNICATIONS** - Included in Board Packet
- **SUPERINTENDENT'S REPORT**
 - Sports – Effective 07/01/2020 will no longer be in the Skylands conference
 - Calendar change
- **HIB REPORT/SUSPENSIONS**
- **BOARD PRESIDENT'S REPORT-None**
- **DISCUSS EDUCATIONAL ISSUES**
- **NEW BUSINESS**
 - Admissions appeal - information provided with your packet.

Minutes – Regular Meeting Minutes

Resolution 13991-20: Approve Board Meeting Minutes as Listed Below

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

Resolution 13992-20: Approve March 4, 2020 Regular Meeting Minutes

Resolution 13993-20: Approve March 4, 2020 Regular Meeting Executive Session Minutes

VOICE VOTE: Yeas: 4__ Nays: 0__ Abstain: Dr. Lamonte__ Absent: __

Motion Carried: Yes

Resolution 13992-20: Approve March 4, 2020 Regular Meeting Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Minutes of March 4, 2020.

Resolution 13993-20: Approve March 4, 2020 Regular Meeting Executive Session Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of March 4, 2020.

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FINANCE & FACILITIES

Resolution 13994-20: Approve Finance & Facilities Resolutions as Listed Below

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

<u>Resolution 13995-20:</u>	Receive, Accept, and Approve February 2020 Financial Reports
<u>Resolution 13996-20:</u>	Receive, Accept, and Approve March 2020 Financial Reports
<u>Resolution 13997-20:</u>	Board of Education's Monthly Certification of Major Account/Fund Status
<u>Resolution 13998-20:</u>	Approve Payment of Bills for April 2020
<u>Resolution 13999-20:</u>	Approve Transfers for February 2020
<u>Resolution 14000-20:</u>	Approve Transfers for March 2020
<u>Resolution 14001-20:</u>	Approve Withdrawal from Capital Reserve Account
<u>Resolution 14002-20:</u>	Approve Disposal of 2006 Crown Victoria Police Vehicle VIN #165424
<u>Resolution 14003-20:</u>	Approve Change Orders for the Interior Reconfigurations and Renovation Project
<u>Resolution 14004-20:</u>	Renew Maschio's Food Service Contract for the 2020-2021 School Year
<u>Resolution 14005-20:</u>	Approve Amendment in the Perkins Grant to transfer \$9,633 for the 2019-2020 School Year

ROLL CALL VOTE:

Motion Carried: Yes

Austin X__ Lamonte _X__ McDonough _X__ Shotwell _X__ Rutledge _X__

Resolution 13995-20: Receive, Accept, and Approve February 2020 Financial Reports

On the motion of _____, seconded by _____, RESOLVED, that the February 2020 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F1

Resolution 13996-20: Receive, Accept, and Approve March 2020 Financial Reports

On the motion of _____, seconded by _____, RESOLVED, that the March 2020 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F1

Resolution 13997-20: 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 February and March 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.

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Resolution 13998-20: **Approve Payment of Bills for April 2020**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for April 2020 in the amount of \$1,332,174.93.

Exhibit: F2

Resolution 13999-20: **Approve Transfers for February 2020**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the transfers of monies for the month February 2020.

Exhibit: F3

Resolution 14000-20: **Approve Transfers for March 2020**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the transfers of monies for the month March 2020.

Exhibit: F4

Resolution 14001-20: **Approve Withdrawal from Capital Reserve Account**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the withdrawal from the Capital Reserve Account the amount of \$138,294.80 for the repair of the gym floor, installation of new bleachers and installation of a new gymnasium curtain.

Resolution 14002-20: **Approve Disposal of 2006 Crown Victoria Police Vehicle VIN #165424**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the disposal of a 2006 Crown Victoria Police Vehicle VIN #165424.

Resolution 14003-20: **Approve Change Orders for the Interior Reconfigurations and Renovation Project**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Change Order #001 in the amount of \$50,634.50 to APS Contracting Inc. related to the Reconfigurations and Renovation Project:

Change Order #001	Amount
220-220000.000 Plumbing – New Sanitary Line	\$ 8,912.00
220-220000.000 Plumbing – APS Material	6,220.00
220-220000.000 Plumbing – APS Labor	23,335.20
220-220000.000 Plumbing –APS Equipment	6,337.76
Subtotal	\$ 44,804.96
GC Overhead & Profit 15% Applies to Equipment, Labor and Material	5,383.94
GC Overhead & Profit on Subs Work 5% Applies to Subcontract	445.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 50,634.50
The new Contract Sum including this Change Order will be	\$1,456,634.50

Attachment: A

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Resolution 14004-20: Renew Maschio's Food Service Contract for the 2020-2021 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board renew Maschio's Food Service, Inc. contract and addendum to provide Food Service for the 2020-2021 school year.

Yearly Management Fee \$ 9,890.50
Represents a 2% increase over 2019-2020
Guarantees a "Break Even"

Resolution 14005-20: Approve Amendment in the Perkins Grant to transfer \$9,633 for the 2019-2020 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board approves amending the Perkins Grant for the 2019-2020 school year to reflect funds in the amount of \$9,633 that was not used for the Skills USA National Conference travel, stipends, and supplies to be used to purchase an Edwards 40 ton shop press for the Welding CTE Program.

Attachment: B

PERSONNEL

Resolution 14006-20: Approve Personnel Resolutions as Listed Below

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

<u>Resolution 14007-20:</u>	<u>Approve the Reduction in Force for the 2020-2021 School Year</u>
<u>Resolution 14008-20:</u>	<u>Approve the School-Health Related Closure District Preparedness Plan</u>
<u>Resolution 14009-20:</u>	<u>Approve Revision to the 2019-2020 School Calendar</u>
<u>Resolution 14010-20:</u>	<u>Approve Business Administrator's Contract for the 2020-2021 School Calendar</u>
<u>Resolution 14011-20:</u>	<u>Employ 12-Month Personnel for the 2020-2021 School Year</u>
<u>Resolution 14012-20:</u>	<u>Employ 12-Month Custodian/Maintenance Personnel for the 2020-2021 School Year</u>
<u>Resolution 14013-20:</u>	<u>Employ 12-Month Administrative Secretaries for the 2020-2021 School Year</u>
<u>Resolution 14014-20:</u>	<u>Employ 10-Month Personnel for the 2020-2021 School Year</u>

ROLL CALL VOTE:

Motion Carried: Yes

Austin X Lamonte X (Abstained Resolution 14010-20) McDonough X Shotwell X Rutledge X

Resolution 14007-20: Approve the Reduction in Force for the 2020-2021 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Reduction in Force for the 2020-2021 School Year due to Financial Limitations and authorizes the Superintendent to take the necessary steps to effectuate this action for Employee #0660.

Resolution 14008-20: Approve the School Health-Related Closure District Preparedness Plan

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the March 2020 School Health-Related Closure District Preparedness Plan for COVID-19.

Attachment: C

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Resolution 14009-20: **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: D

Resolution 14010-20: **Approve Business Administrator's Contract for the 2020-2021 School Calendar**

On the motion of _____, seconded by _____, RESOLVED that this Board approves the employment contract with Amy Barkman, Business Administrator for the 2020-2021 School Year.

Attachment: E

Resolution 14011-20: **Employ 12-Month Personnel for the 2020-2021 School Year**

On the motion of _____, seconded by _____, RESOLVED that this Board employs 12-month personnel for the 2020-2021 school year for the period from July 1, 2020 to June 30, 2021.

Attachment: F

Resolution 14012-20: **Employ 12-Month Custodian/Maintenance Personnel for the 2020-2021 School Year**

On the motion of _____, seconded by _____, RESOLVED that this Board employs 12-month Custodian/Maintenance personnel for the 2020-2021 school year for the period from July 1, 2020 to June 30, 2021 as per the Exhibit. Shift Differential applied per WTEA Agreement.

Attachment: G

Resolution 14013-20: **Employ 12-Month Administrative Secretaries for the 2020-2021 School Year**

On the motion of _____, seconded by _____, RESOLVED that this Board employs 12-month Administrative Secretaries for the 2020-2021 school year for the period from July 1, 2020 to June 30, 2021 as per the Exhibit.

Attachment: H

Resolution 14014-20: **Employ 10-Month Personnel for the 2020-2021 School Year**

On the motion of _____, seconded by _____, RESOLVED that this Board employs 10-month personnel for the 2020-2021 school year for the period from September 1, 2020 to June 30, 2021 as per the Exhibit.

Attachment: I

POLICY

Resolution 14015-20: **Approve Security Officers to Carry a Handgun per Approved Policy #7446**

On the motion of Mr. Rutledge, seconded by Mr. McDonough, RESOLVED, that this Board approves school security officers to carry a handgun in accordance with Board Approved Policy #7446.

Attachment: J

ROLL CALL VOTE:

Motion Carried: Yes

Austin _X_ Lamonte X___ McDonough X___ Shotwell _X_ Rutledge X___

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ADDENDUM ITEMS

Resolution 14016-20: Approve Submission of NJSIG Safety Grant in the Amount of \$4,800

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, RESOLVED, that this Board approves submission of the NJSIG Safety Grant in the amount of \$4,800.

ROLL CALL VOTE:

Motion Carried: Yes

Austin _X_ Lamonte _X_ McDonough _X_ Shotwell _X_ Rutledge _X_

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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Garrett Szabanos, student representative, updated the Board of Education on how the virtual learning was going. He mentioned the physical education demands exceeded the time frame of a normal gym class.

Mr. Raymond Danner thanked the Board of Education for his time in- district and expressed his gratitude to the Board and the administrators.

ADJOURNMENT

Adjourn the Meeting

On the motion of Mr. Rutledge, seconded by Dr. Austin, the Board adjourned the meeting at 5:50 p.m.

Upcoming Dates of Interest:

May 20, 2020 Board of Education Meeting