

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
January 18, 2023

CALL TO ORDER

President Austin called the meeting to order at 5:05 p.m. on Wednesday, January 18, 2023 at the Warren County Technical School, 1500 Route 57, Washington, NJ 07882.

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 and the press on November 7, 2022.

Roll Call – Board Secretary Barkman

A Dr. Lamonte
A Mr. McDonough
X Mr. Rutledge
X Ms. Warren
X Dr. Austin

Adopt the Meeting Agenda

Resolution 15092-23: Adopt the Meeting Agenda

On the motion of Mrs. Warren, seconded by Mr. Rutledge, RESOLVED, that this Board adopts the Meeting Agenda for the January 18, 2023 meeting as published with any addenda.

VOICE VOTE: Yeas:3__ Nays:0__ Abstain: 0__ Absent: 2__

Motion Carried: Yes

Resolution E694-23: Personnel, Negotiations and Legal Matters

On the motion of Mrs. Warren, seconded by Mr. Rutledge, the Board moved into executive session at 5:06 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:
 - Facilities/Capitol Projects
- 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

Resolution E695-23: Resume Regular Session

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

VOICE VOTE: Yeas:3__ Nays:0__ Abstain: 0__ Absent: 2__

Motion Carried: Yes

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Discussion

- **PUBLIC COMMENTS** - Related to Agenda Items Only-None
- **COMMUNICATIONS**-None
- **SUPERINTENDENT'S REPORT**-Mr. Forsythe announced that we are partnering with the WCCC in April for a drone program. Mr. Forsythe informed the Board that the vacant Engineering position has been filled.
- **HIB REPORT/SUSPENSIONS**
 - Zero (0) HIB's since the last Board Meeting
 - Three (3) Out of School Suspensions since the last Board Meeting
 - Three (3) In School Suspensions since the last Board Meeting
- **BOARD PRESIDENT'S REPORT**-Dr.Austin reported she is excited about the status of the engineering program. She welcomed Student Rep Matthew Gerns back to the table.
- **STUDENT REPRESENTATIVE REPORT**-Mathew Gerns reported they have a new slate of officers. A thank you party is being held for the maintenance team this month. Candy grams are being sold for Valentine's Day. Key Club held Bingo night last night. On January 28th all the winter clothing that was collected will be brought to Project Homeless. The Military Appreciation Club collected over \$100 from the penny wars. The Theatre Club presentation The Lightning Thief is going well. Maschio's offered Chef Day and offered a chinese food bar. The Girls basketball team won their 3rd game in a row.
- **DISCUSS EDUCATIONAL TOPICS**-Jasmine Slowik and Stef Connelly gave a presentation pertaining to a Podcast their freshmen honors class is performing. Both teachers are co-teaching, pairing one student from each class.
- **NEW BUSINESS**-None

Minutes – Regular Meeting Minutes

Resolution 15093-23: Approve Board Meeting Minutes as Listed Below

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

Resolution 15094-23: Approve December 21, 2022 Regular Meeting Minutes

Resolution 15095-23: Approve December 21, 2022 Regular Meeting Executive Session Minutes

VOICE VOTE: Yeas:2__ Nays: 0__ Abstain: 1__ Absent: 2__

Motion Carried: No

Resolution 15094-23: Approve December 21, 2022 Regular Meeting Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Minutes of December 21, 2022.

Resolution 15095-23: Approve December 21, 2022 Regular Meeting Executive Session Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting

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Executive Session Minutes of December 21, 2022.

FINANCE & FACILITIES

Resolution 15096-23: Approve Finance & Facilities Resolutions as Listed Below

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

<u>Resolution 15097-23:</u>	Receive, Accept, and Approve December 2022 Financial Reports
<u>Resolution 15098-23:</u>	Board of Education's Monthly Certification of Major Account/Fund Status
<u>Resolution 15099-23:</u>	Approve Payment of Bills for January 2023
<u>Resolution 15100-23:</u>	Approve December 2022 Transfers
<u>Resolution 15101-23:</u>	Approve Equipment Purchase for TV, Radio, and Digital Media with Perkins Secondary Funds for the 2022-2023 School Year
<u>Resolution 15102-23:</u>	Approve Maintenance Reserve Account Withdrawal
<u>Resolution 15103-23:</u>	Approve Construction Project Bid Award - REJECTED -
<u>Resolution 15103A-23:</u>	Rejection of Construction Bid

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte _A_ McDonough _A_ Rutledge _X_ Warren _X_ Austin _X_

Resolution 15097-23: Receive, Accept, and Approve December 2022 Financial Reports

On the motion of _____, seconded by _____, RESOLVED, that the December 2022 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F1

Resolution 15098-23: 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 January 2023, 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) 4.

Resolution 15099-23 Approve Payment of Bills for January 2023

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for January 2023 in the amount of \$1,030,241.53.

Exhibit: F2

Resolution 15100-23: Approve December 2022 Transfers

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Transfers for December, 2022.

Exhibit: F3

Resolution 15101-23: Approve Equipment Purchase for TV, Radio, and Digital Media with Perkins

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Secondary Funds for the 2022-2023 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board approves equipment purchase for TV, Radio, and Digital Media with Perkins Secondary Funds for the 2022-2023 school year as follows:

- TV, Radio, and Digital Media through Perkins Secondary Funds:
 - 7 iMac CPU i8 @ \$9,793.00
 - 7 Pro Apps Bundle for Education (includes Final Cut Pro, Logic Pro, Motion, Compressor, and Main State @ \$1,399.93

Resolution 15102-23: Approve Maintenance Reserve Account Withdrawal

On the motion of _____, seconded by _____, RESOLVED that Warren County Technical School Board of Education approves a maintenance reserve withdrawal in the amount of \$100,000.

Resolution 15103-23: Approve Construction Project Bid Award - **REJECTED -**

On the motion of _____, seconded by _____, RESOLVED that Warren County Technical School Board of Education approves the following Construction Project Bid Award:

WHEREAS, on 1/12/23 the Warren County Technical School Board of Education conducted a public bid opening for the award of Walk-In Box Replacement which yielded the following for consideration:

Contractor: DeSapio Construction, Inc., 280 Ridge Rd., Frenchtown, NJ 08825

Base Bid \$286,159.00

No Alternate Bids

and;

WHEREAS, in accordance with the provisions of the Public Schools Contract Law, N.J.S.A. 18A:18A-1 et seq.;

NOW, THEREFORE BE IT RESOLVED, that the Warren County Technical School Board of Education award the contract for the Walk-In Box Replacement to DeSapio Construction in the total contract lump sum of \$286,159.

Resolution 15103A-23: Rejection of Construction Bid

On the motion of _____, seconded by _____, RESOLVED that the Warren County Technical School Board of Education reject the bid for the Walk-in Box Replacement,

WHEREAS, in accordance with the provisions of the Public Schools Contract Law, N.J.S.A. 18A:18A (c) - 22 The Board of Education has decided to abandon the project for provision or performance of the goods or services,

NOW, THEREFORE BE IT RESOLVED, that the Warren County Technical School Board of Education will not award the bid to any contractor for the Walk-In Box Replacement.

PERSONNEL

Resolution 15104-23: Approve Personnel Resolutions as Listed Below

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

Resolution 15105-23: **Approve Revision to Resolution 14822-22**
Resolution 15106-23: **Approve Pat Lilly for Curriculum Writing**
Resolution 15107-23: **Approve Extra Curricular Positions as Listed Below**
Resolution 15108-23: **Approve the Following Horizontal Movement on WTEA Guide for the 2023-2024 School Year**

Resolution 15109-23: **Approve Tenure for Amy Barkman as Business Administrator**
Resolution 15110-23: **Approve Sean McGeough as Engineering Instructor for the 2022-2023 School Year**

ROLL CALL VOTE: ***Motion Carried: Yes***

Lamonte _A_ McDonough _A_ Rutledge _X_ Warren _X_ Austin _X_

Resolution 15105-23: **Approve Revision to Resolution 14822-22**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves revising Resolution 14822-22 to reflect Brooke Cicale to be appointed to Varsity Softball Coach for the 2022-2023 school year.

Resolution 15106-23: **Approve Pat Lilly for Curriculum Writing**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves Pat Lilly to write the curriculum for Culinary Arts I, II, III, & IV at an hourly rate of \$35.00 not to exceed 10 hours per instructional class.

Resolution 15107-23: **Approve Extra Curricular Positions as Listed Below**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following extra curricular positions for the 2022-2023 school year:

Testing Proctors \$35.00 per hour ESSER Funds	Jennifer White, Natalie Mutchler, Brooke Cicale, Christie Heuneman, Nancy Danner, Lenore Arnold, Colleen Schiller
JV Softball Coach	Kene Wene

Resolution 15108-23: **Approve the Following Horizontal Movement on WTEA Guide for the 2023-2024 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following horizontal movement on the WTEA guide for the 2023-2024 school year, pending validation of official transcripts:

Employee	2022-2023	2023-2024
Colleen Schiller	BA	BA+15
Chad Feilbach	SC (BA+15)	SC (BA+30)
Laura Goodell	BA+15	BA+30
Jasmine Slowik	BA	MA

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Resolution 15109-23: **Approve Tenure for Amy Barkman as Business Administrator**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following:

WHEREAS, the staff members listed below will meet the requirements to attain tenure in the Warren County Technical School District who has held the Business Administrator position for a period of three consecutive calendar years;

WHEREAS, this individuals' performance has been satisfactory;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of Warren County Technical School grant tenure to them upon completing three years' service from their promotional hire date and one day in the 2022-2023 school year as per N.J.S.A. 18A:17-2.

Amy Barkman Date of Hire as Business Administrator: 1-21-2020

Resolution 15110-23: **Approve Sean McGeough as Engineering Instructor for the 2022-2023 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Sean McGeough as an Engineering Instructor for the 2022-2023 school year at WTEA Guide Step 27, (MA+30) \$82,457 with an anticipated start date of February, 2023.

TRAVEL

Resolution 15111-23: **Approve Travel Resolutions as Listed Below**

Resolution 15112-23: **Approve Professional Development Travel as Listed Below**

Resolution 15113-23: **Approve Field Trips as Listed Below**

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte _A_ McDonough _A_ Rutledge X___ Warren _X_ Austin _X_

Resolution 15112-23: **Approve Professional Development Travel as Listed Below**

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

DATE	EMPLOYEE	DESTINATION	COST
2 8 2023	Carmen Pirotte	Dr. Will Van Der Veen, Rariton Valley Community College	\$250 + Mileage

Resolution 15113-23: **Approve Field Trips as Listed Below**

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

DATE	TEACHER	DESTINATION	COST
1/27/2023	L. Shanahan	Warren County Community College	\$0

EDUCATIONAL

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Resolution 15114-23: Approve Substitute Handbook for the 2022-2023 School Year

On the motion of Mrs. Warren, seconded by Mr. Rutledge, RESOLVED, that this Board approves the Substitute Handbook for the 2022-2023 school year.

Exhibit: A

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte A McDonough A Rutledge X Warren X Austin X

POLICY

Resolution 15115-23: Approve First Reading of Policy and Regulation Revisions as Listed Below

On the motion of Mrs. Warren, seconded by Mr. Rutledge, RESOLVED, that this Board approves the first reading of the following policy and regulation revisions as listed below:

P0152	BOARD OFFICERS
P0161	CALL, ADJOURNMENT, AND CANCELLATION
P0162	NOTICE OF BOARD MEETINGS
P&R2423	BILINGUAL AND ESL EDUCATION (M)
P5200	ATTENDANCE (M)
P8140	STUDENT ENROLLMENTS (M)
R8140	ENROLLMENT ACCOUNTING (M)
P&R8330	STUDENT RECORDS (M)
R8420.2	BOMB THREATS (M)
R8420.7	LOCKDOWN PROCEDURES (M)
R8420.10	ACTIVE SHOOTER (M)
P1648.11	THE ROAD FORWARD COVID-19-HEALTH AND SAFETY (M) ABOLISHED
P1648.13	SCHOOL EMPLOYEE VACCINATION REQUIREMENTS (M) ABOLISHED

Exhibit: B

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte A McDonough A Rutledge X Warren X Austin X

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ADDENDUM ITEMS -None

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.

Scott Lance asked if he could see the exhibits supporting the agenda. He asked to discuss the rejection of the walk-in box after the meeting. He also also asked about the status of the CBA.

ADJOURNMENT

Adjourn the Meeting

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

Upcoming Dates of Interest:

February 10, 2023	Delayed Opening for PD
February 15, 2023	Board of Education Meeting
February 17, 2023	Early Dismissal

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February 20, 2023

School Closed Presidents Day