

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

CALL TO ORDER

President Austin called the meeting to order at 5:00 p.m. on Wednesday, October 18, 2023, 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 7, 2022.

Roll Call – Board Secretary Barkman

X Dr. Lamonte
X Mr. McDonough
X Mr. Rutledge
X Dr. Austin

Adopt the Meeting Agenda

Resolution 15394-23: Adopt the Meeting Agenda

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

VOICE VOTE: Yeas:4__ Nays:0__ Abstain: 0__ Absent: 0__

Motion Carried: Yes

Resolution E715-23: Personnel, Negotiations, and Legal Matters

On the motion of Mr. McDonough, seconded by Mr. Rutledge, 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 is excluded from attendance at a portion of this meeting for the reason that the following subject matter is discussed:
 - Personnel
- 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: 4__ Nays: 0__ Abstain: 0__ Absent: 0__

Motion Carried: Yes

Resolution E716-23: Resume Regular Session

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

VOICE VOTE: Yeas: 4__ Nays: 0__ Abstain: 0__ Absent: 0__

Motion Carried: Yes

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

Discussion

- **PUBLIC COMMENTS** - Related to Agenda Items Only-None
- **COMMUNICATIONS**-None
- **SUPERINTENDENT'S REPORT**-Mr. Forstythe expressed his gratitude to Tracy Leal and congratulated her on her retirement
- **BOARD PRESIDENT'S REPORT**-Dr. Austin thanked Tracy Leal for her years of service.
- **STUDENT REPRESENTATIVE**
 - Kate Martinez informed the Board that the Student Government is planning a shop fair, spirit week, dessert demo and winter gala. Both the Key Club and the Military Appreciation Club are busy planning events.
- **DISCUSS EDUCATIONAL TOPICS**-Diana Mai welcomed Kate Martinez. She informed the Board that they held a week of respect. Testing and intervention practices have been put in place. The District is working with the NJ State Police who are running a drunk driving presentation for students.
- **NEW BUSINESS**

MINUTES

Resolution 15395-23: Approve Board Meeting Minutes as Listed Below

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

Resolution 15396-23: Approve September 20, 2023, Regular Meeting Minutes

Resolution 15397-23: Approve September 20, 2023, Regular Meeting Executive Session Minutes

VOICE VOTE: Yeas: 4 Nays: 0 Abstain: 0 Absent: 0

Motion Carried: Yes

Resolution 15396-23: Approve September 20, 2023, Regular Meeting Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Minutes of September 20, 2023.

Resolution 15397-23: Approve September 20, 2023, Regular Meeting Executive Session Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of September 20, 2023.

FINANCE & FACILITIES

Resolution 15398-23: Approve Finance & Facilities Resolutions as Listed Below

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

Resolution 15399-23: Receive, Accept, and Approve September 2023 Financial Reports

Resolution 15500-23: Board of Education's Monthly Certification of Major Account/Fund Status

Resolution 15401-23: Approve Payment of Bills for October 2023

Resolution 15402-23: Approve Submission of The Following Grants to The NJDOE

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

<u>Resolution 15403-23:</u>	Approve Disposal of the Following Books from Television Radio and Digital Media
<u>Resolution 15404-23:</u>	Approve Change Order #1 for Iron Mountain Mechanical
<u>Resolution 15405-23:</u>	Approve Donation from Bonnie Young in The Amount of \$200
<u>Resolution 15406-23:</u>	Approve Payment to Servpro of Southwest Morris County for Mold Remediation in the Amount of \$38,007

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte Abstain 15402 McDonough X Rutledge X Austin X

Resolution 15399-23: **Receive, Accept, and Approve September 2023 Financial Reports**

On the motion of _____, seconded by _____, RESOLVED, that the September 2023 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F1

Resolution 15400-23: **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) 3&4, we certify that September 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) 3&4.

Resolution 15401-23: **Approve Payment of Bills for October 2023**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for October 2023, in the amount of \$1,135,649.44.

Exhibit: F2

Resolution 15402-23: **Approve Submission of The Following Grants to The NJDOE**

On the motion of _____, seconded by _____, RESOLVED that this Board approves the submission of the following grants to the NJDOE:

ESEA Final Expenditure Report
IDEA Final Expenditure Report
Perkins Post Secondary Final Expenditure Report
Perkins Secondary Final Expenditure Report.

Resolution 15403-23: **Approve Disposal of the Following Books from Television Radio and Digital Media**

On the motion of _____, seconded by _____, RESOLVED that this Board approve the disposal of the following books from Television, Radio, and Digital Media:

Television Production & Broadcast Journalism (Second Edition)
Copyright 2012
Phillip L. Harris
Quantity: 50

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

Resolution 15404-23: **Approve Change Order #1 for Iron Mountain Mechanical**

On the motion of _____, seconded by _____, RESOLVED that this Board approve Change Order #1 for Iron Mountain Mechanical in the amount of \$7,314 for work on the sprinkler system for the dust collection unit.

Exhibit: F3

Resolution 15405-23: **Approve Donation from Bonnie Young in The Amount of \$200**

On the motion of _____, seconded by _____, RESOLVED that this Board approve a donation from Bonnie Young of random mechanical tools to the Automotive program in the amount of \$200.

Resolution 15406-23: **Approve Payment to Servpro of Southwest Morris County for Mold Remediation in the Amount of \$38,007**

On the motion of _____, seconded by _____, RESOLVED that this Board approve payment to Servpro of Southwest Morris County for mold remediation, in the amount of \$38,007.

PERSONNEL

Resolution 15407-23: **Approve Personnel Resolutions as Listed Below**

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

Resolution 15408-23: **Accept Resignation from Alton Knerr, Maintenance Personnel, Effective October 13, 2023**

Resolution 15409-23: **Accept Retirement for Tracy Leal, Special Education and History Instructor, Effective January 1, 2024**

Resolution 15410-23: **Approve Jason Drury as JV Girls Basketball Coach**

Resolution 15411-23: **Approve the Following Superintendent Goals for the 2023-2024 School Year**

Resolution 15412-23: **Approve Katherine DeRiso as School Treasurer at an Annual Salary of \$4,900 effective November 1, 2023**

Resolution 15413-23: **Approve Lana Shanahan as Substitute School Nurse for the 2023-2024 School Year**

Resolution 15414-23: **Approve the Following as Part Time Substitute Custodians for the 2023-2024 School Year**

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte Abstain 15410 McDonough X Rutledge X Austin X

Resolution 15408-23: **Accept Resignation from Alton Knerr, Maintenance Personnel, Effective October 13, 2023**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the resignation of Alton Knerr, Maintenance Personnel, effective October 13, 2023.

Resolution 15409-23: **Accept Retirement for Tracy Leal, Special Education and History Instructor, Effective January 1, 2024**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the retirement for Tracy Leal, Special Education and History Instructor, Effective January 1, 2024.

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

Resolution 15410-23: **Approve Jason Drury as JV Girls Basketball Coach**

On the motion of _____, seconded by _____, RESOLVED, that this Board approve Jason Drury as JV Basketball Coach.

Resolution 15411-23: **Approve the Following Superintendent Goals for the 2023-2024 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board Approve the following Superintendent goals for the 2023-2024 school year.

Exhibit: A

Resolution 15412-23: **Approve Katherine DeRiso as School Treasurer at an Annual Salary of \$4,900 effective November 1, 2023**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Katherine DeRiso as School Treasurer at an annual salary of \$4,900 effective November 1, 2023.

Resolution 15413-23: **Approve Lana Shanahan as Substitute School Nurse for the 2023-2024 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Lana Shanahan as Substitute School Nurse at a daily rate of \$150 for the 2023-2024 school year.

Resolution 15414-23: **Approve the Following as Part Time Substitute Custodians for the 2023-2024 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following as Part Time Substitute Custodians retroactive from October 13, 2023, at an hourly rate of \$20.00, pending proper criminal history background check.

John Mylecraine	Bobby Cammarota
Brooke Cicale	Eric Bowers
Louis Desrosiers	William Desrosiers

TRAVEL

Resolution 15415-23: **Approve Travel Resolutions as Listed Below**

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

Resolution 15416-23: **Approve Professional Development Travel as Listed Below**

Resolution 15417-23: **Approve Field Trips as Listed Below**

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte Abstain McDonough X Rutledge X Austin X

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

Resolution 15416-23: **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
10 17 2023	Ximena Valderrama	NJ Science Teachers Convention	\$234.82 +GSA
10 17 2023	Michele Beneducci	NJ Science Teachers Convention	\$234.82 +GSA
10 20 2023	Heidi SanFilippo	Public Art Symposium - Created Together, Philadelphia, PA	\$119.02
10 25 2023	Ken Wene	NJ Skills Counsel meeting, Monroe Twp.	\$100
10 17 2023	Diana Mai	Legal One: Gender Identity and Transgender Student Issues	\$125.00 ARP/ESSER

Resolution 15417-23: **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
11 17 2023	N. Matias, S. McGeough C. Feilbach	County College of Morris - Engineering and Welding Junior and Seniors	\$390 (Bus through ARP ESSER)
2 15 2024	J. Slowik	Shakespeare's Performance of Macbeth Pax Amicus Theater	\$859 (Bus through ARP ESSER)
5 2 2024	J. Slowik	Shakespeare's Performance of Romeo & Juliet Pax Amicus Theater	\$1718 (Bus through ARP ESSER)
11 3 2023	N. Matias, S. McGeough, K. Wene, R. Gara	ABB, Electrical and Engineering company in Hackettstown for a tour.	\$390.45 (Bus through ARP ESSER)
3 5 2024	T. Giraldi-Lynch, N. Matias	International Beauty Show, NY	\$1,078.63 (Bus through ARP ESSER)
12 6 2023	L. Arnold	Little Shepherds Early Learning Community, Washington, NJ, Observation	\$195.28 (Bus through ARP ESSER)
11 1 2023	R. Gara, R. Danner	Northampton Community College, Automotive Student Troubleshooting Contest	\$0
TBD	T. Giraldi	MASS State of NJ Cosmetology & Hairstyling Practical Test	\$546.63 (Bus through ARP ESSER)

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REGULAR MEETING MINUTES
October 18, 2023

EDUCATIONAL

Resolution 15418-23: Approve Educational Resolutions as Listed Below

On the motion of Mr. McDonough, seconded by Mr. Rutledge, RESOLVED, that this Board approves the following educational resolutions:

<u>Resolution 15419-23:</u>	Approve History Instructor Observation for Garrett Svabanos
<u>Resolution 15420-23:</u>	Approve Mentoring Plan for the 2023-2024 School Year
<u>Resolution 15421-23:</u>	Approve the 2023-2024 Nursing Service Plan
<u>Resolution 15422-23:</u>	Approve Options for Advanced Academic Achievement Secondary School Partnership Program Agreement Between New Jersey Institute of Technology and Warren County Technical School

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte Abstain 15420 & 15421 McDonough X Rutledge X Austin X

Resolution 15419-23: Approve History Instructor Observation for Garrett Svabanos

On the motion of , seconded by , RESOLVED, that this Board approves a Warren County Community College student, Garret Svabanos, to observe Brian Toth, History Instructor from October through December 2023.

Resolution 15420-23: Approve Mentoring Plan for the 2023-2024 School Year

On the motion of , seconded by , RESOLVED, that this Board approves the Mentoring Plan for the 2023-2024 school year.

Exhibit: B

Resolution 15421-23: Approve the 2023-2024 Nursing Service Plan

On the motion of , seconded by , RESOLVED that this Board approves the 2023-2024 Nursing Service Plan.

Exhibit: C

Resolution 15422-23: Approve Options for Advanced Academic Achievement Secondary School Partnership Program Agreement Between New Jersey Institute of Technology and Warren County Technical School

On the motion of , seconded by , RESOLVED, that this Board approves Options for Advanced Academic Achievement Secondary School Partnership Program Agreement between New Jersey Institute of Technology and Warren County Technical School for a period of five years from September 29, 2023.

Exhibit: D

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1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
October 18, 2023

POLICY

Resolution 15423-23: Approve First Reading of Policy and Regulation Revisions as Listed Below

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

P 1524	School Leadership Councils (Abolished)
P&R 1642.01	Sick Leave (New)
P 2270	Religion in the Schools (Revised)
P&R 2419	School Threat Assessment Teams (M) (New)
P3161	Examination for Cause (Revised)
P&R 3212	Attendance (M) (Revised)
P 3324	Right of Privacy (Revised)
P&R 3432	Sick Leave (Abolished)
P 4161	Examination of Cause (Revised)
P&R 4212	Attendance (M) (Revised)
P 4324	Right of Privacy (Revised)
P&R 4432	Sick Leave (Abolished)
P&R 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
P&R 5116	Education of Homeless Children and Youths (Revised)
P&R 5460.02	Bridge Year Pilot Program (M) (Abolished)
P6361	Relations With Vendors for Abbott Districts (Abolished)
P8500	Food Service (M) (Revised)
P 8540	School Nutrition Programs (M) (Abolished)
P8550	Meal Charges/Outstanding Food Service Bill (M) (Abolished)

Exhibit: E

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1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
October 18, 2023

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte X McDonough X Rutledge X Austin X

ADDENDUM ITEMS -None

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. Rutledge, seconded by Mr. McDonough, the Board adjourned the meeting at 5:42 p.m.

VOICE VOTE: Yeas: 4 Nays: 0 Abstain: 0 Absent: 0

Motion Carried: Yes

Upcoming Dates of Interest:

October 27, 2023	Delayed Opening PD
October 28, 2023	Open House
November 1, 2023	Reorganization BOE Meeting