

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
October 20, 2021

CALL TO ORDER

President Austin called the meeting to order at 5:00 p.m. on Wednesday, October 20, 2021 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 18, 2020.

Roll Call – Board Secretary Barkman

X Dr. Lamonte
X Mr. McDonough
X Mr. Rutledge-Arrived 5:17
X Ms. Warren
X Dr. Austin

Adopt the Meeting Agenda

Resolution 14527-21: Adopt the Meeting Agenda

On the motion of Mr. McDonough, seconded by Mrs. Warren, RESOLVED, that this Board adopts the Meeting Agenda for the October 20, 2021 meeting as published with any addenda.

VOICE VOTE: Yeas:4__ Nays:_0__ Abstain:0__ Absent: 1

Motion Carried: Yes

Resolution E694-21: Personnel, Negotiations and Legal Matters

On the motion of Mr. McDonough, seconded by Mrs. Warren, the Board moved into executive session at 5:02 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:
 - 1. 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: 4__ Nays: 0__ Abstain: 0__ Absent: 1

Motion Carried: Yes

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Resolution E695-21: Resume Regular Session

On the motion of Mr. Rutledge, seconded by Mrs. Warren, the Board reconvened into regular session at 5:31 p.m.

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

Motion Carried: Yes

Discussion

- **PUBLIC COMMENTS** - Related to Agenda Items Only-None

- **COMMUNICATIONS**

- Title 1 Parent Meeting Held October 12, 2021
 - 6 people were present. The public was given an explanation of the tutoring program. It was a positive and productive meeting.
- Thank you note from Abilities

- **SUPERINTENDENT'S REPORT**

- **HIB REPORT/SUSPENSIONS**

- Two (2) 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
- HIB School Self-Assessment for Determining Grades
Score 74 out of 78 (down 1 point from the prior year)

- **BOARD PRESIDENT'S REPORT-None**

- **EDUCATIONAL ISSUES**

- Ms. Mai informed the Board that the students have completed the NJ Strong Assessment Test

- **STUDENT REPRESENTATIVE**

- Jasmine Gerns reported that the student government is focusing on mental health. Spirit week is in November. Focus is on spreading positive vibes throughout the district. Commented on how supportive the teachers have been.

- **NEW BUSINESS-None**

Minutes – Regular Meeting Minutes

Resolution 14528-21: Approve Board Meeting Minutes as Listed Below

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

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Resolution 14529-21: **Approve September 15, 2021 Regular Meeting Minutes**
Resolution 14530-21: **Approve September 15, 2021 Regular Meeting Executive Session Minutes**

VOICE VOTE: Yeas: 5 Nays: 0 Abstain: 0 Absent: 0 *Motion Carried: Yes*

Resolution 14529-21: **Approve September 15, 2021 Regular Meeting Minutes**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Minutes of September 15, 2021.

Resolution 14530-21: **Approve September 15, 2021 Regular Meeting Executive Session Minutes**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of September 15, 2021.

VOICE VOTE: Yeas: 5 Nays: 0 Abstain: 0 Absent: 0 *Motion Carried: Yes*

FINANCE & FACILITIES

Resolution 14531-21: **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 14532-21: **Receive, Accept, and Approve September 2021 Financial Reports**
Resolution 14533-21: **Board of Education's Monthly Certification of Major Account/Fund Status**
Resolution 14534-21: **Approve Payment of Bills for October 2021**
Resolution 14535-21: **Approve Transfers for September 2021**
Resolution 14536-21: **Approve Payments/Partial Payment of Staff Salaries from Federal Grants**
Resolution 14537-21: **Approve Night Instructor Hourly Rate of \$35.00 for the 2021-2022 School Year**
Resolution 14538-21: **Approve Substitute Salary Incremental Rates for the 2021-2022 School Year**
Resolution 14539-21: **Approve Submission of the 2020/2021 ESEA Final Report**
Resolution 14540-21: **Approve the Sale of Approximately 10 Boxes of Clothes from Graphic Arts**
Resolution 14541-21: **Approve Sale of 10+ year Old Solar Panels Through GovDeals**
Resolution 14542-21: **Approve Submission of the Perkins Secondary and Post-Secondary Reports for the 2020/2021 School Year**
Resolution 14543-21: **Approve Transfer of Capital Project Funds**
Resolution 14544-21: **Approve Retroactively the Following Transfers**
Resolution 14545-21: **Approve Payment #13 to APS Contracting, Inc.**

ROLL CALL VOTE: *Motion Carried: Yes*

Lamonte Abstain 14536 & 14539 McDonough X Rutledge X Warren X Austin X

Resolution 14532-21: **Receive, Accept, and Approve September 2021 Financial Reports**
On the motion of _____, seconded by _____, RESOLVED, that the September 2021 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F1

Resolution 14533-21: **Board of Education's Monthly Certification of Major Account/Fund Status**

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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 October 2021, 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 14534-21: **Approve Payment of Bills for October 2021**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for October 2021 in the amount of \$1,141,955.40.

Exhibit: F2

Resolution 14535-21: **Approve Transfers for September 2021**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the transfers of monies for the month of September 2021.

Exhibit: F3

Resolution 14536-21: **Approve Payments/Partial Payment of Staff Salaries from Federal Grants**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves payments/partial payment out of Federal Grants for the following staff members in the 2021-2022 school year:

Heather Dentzau- CRRSA Noreen Matias- ARP ESSER Mary Herb- ARP ESSER

Resolution 14537-21: **Approve Night Instructor Hourly Rate of \$35.00 for the 2021-2022 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the night instructor hourly rate of \$35.00 for the 2021-2022 school year.

Resolution 14538-21: **Approve Substitute Salary Incremental Rates for the 2021-2022 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the daily salary increment for substitutes during the 2021-2022 school year as follows:

1-20 days	\$125 per day
21-40 days	\$135 per day
41-60 days	\$145 per day
61+ days	\$155 per day

Resolution 14539-21: **Approve Submission of the 2020/2021 ESEA Final Report**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the final submission of the 2020/2021 ESEA Report.

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Exhibit: F4

Resolution 14540-21: **Approve the Sale of Approximately 10 Boxes of Clothes from Graphic Arts**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the sale of approximately 10 boxes of clothing from the Graphic Arts department through Govdeals.

Resolution 14541-21: **Approve Sale of 10+ year Old Solar Panels Through GovDeals**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the sale of 10+year old solar panels through Govdeals.

Resolution 14542-21: **Approve Submission of the Perkins Secondary and Post-Secondary Reports for the 2020/2021 School Year**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the submission of the Perkins Secondary and Post-Secondary Reports for the 2020/2021 school year.

Exhibit F5

Resolution 14543-21: **Approve Transfer of Capital Project Funds**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the transfer of \$300,000 to fund the local share of Rooftop Project in Capital Projects Funds, from line item 12-000-400-780 (Infrastructure) to Capital Reserve 12-000-400-931 (Transfer to Capital Projects).

Resolution 14544-21: **Approve Retroactively the Following Transfers**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following transfers:

From :Auto Shop Equipment (12-310-100-7310-00AE) totaling \$145,848
To: Capital Outlay (12-000-400-932) Transfer to Capital Projects in the amount of \$33,496
To: Construction Services (12-000-400-450) in the amount of \$108,595
To: Custodial Services Equipment (12-000-262-730) in the amount of \$3,757

Resolution 14545-21: **Approve Payment #13 to APS Contracting, Inc.**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves payment #13 to APS Contracting, Inc. in the amount of \$70,822.90.

Exhibit: F6

PERSONNEL

Resolution 14546-21: **Approve Personnel Resolutions as Listed Below**
On the motion of Mr. Rutledge, seconded by Mrs. Warren, RESOLVED, that this Board approves the following personnel resolutions as listed below:

Resolution 14547-21: **Approve Extra Curricular Appointments for the 2021-2022 School Year**
Resolution 14548-21: **Accept Resignation of Joseph Capite, Maintenance Personnel**
Resolution 14549-21: **Approve Arthur Adelbock As Maintenance Personnel**

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Resolution 14550-21: Approve Beau Favino as Security Officer for the 2021-2022 School Year
Resolution 14551-21: Approve Amendment of Salary for Employee #1083
Resolution 14552-21: Approve Substitute Instructors for the 2021-2022 School Year
Resolution 14553-21: Approve Night School Instructors

Resolution 14554-21: Approve Employee #0790 for FMLA
Resolution 14555-21: Approve Employee #0134 for FMLA
Resolution 14556-21: Approve LOA Unpaid for Employee #0326
Resolution 14557-21: Approve Sandy Dantzler as a Substitute School Nurse

ROLL CALL VOTE: *Motion Carried: Yes*

Lamonte _X_ McDonough _X_ Rutledge _X_ Warren _X_ Austin _X_

Resolution 14547-21: Approve Extra Curricular Appointments for the 2021-2022 School Year
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following extra curricular appointments as follows for the 2021-2022 school year:

Erick Bowers	Varsity Boys Basketball Coach
Ken Wene	Junior Varsity Boys Basketball Coach
Brook Cicale	Varsity Girls Basketball Coach
Anthony Lusardi	Junior Varsity Girls Basketball Coach
Stef Connolly, Ray Danner, Anne Drescher	Clock Operators
Greg Dowling	Varsity Bowling Coach
Brian Quinones	Math Tutor Title I
Mary Herb, Heidi SanFilippo, Christie Heuneman	Special Education Title I
Brooke Cicale	Physical Education
Norise Lara	Spanish

Resolution 14548-21: Accept Resignation of Joseph Capite, Maintenance Personnel
On the motion of _____, seconded by _____, RESOLVED, that this Board accepts the resignation of Joseph Capite, Maintenance Personnel, effective September 30, 2021.

Resolution 14549-21: Approve Arthur Adelbock As Maintenance Personnel

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On the motion of _____, seconded by _____, RESOLVED, that this Board approves Arthur Adelbock as maintenance personnel commencing on October 1, 2021 through June 30, 2022, at step M2 pending criminal history background check.

Resolution 14550-21: **Approve Beau Favino as Security Officer for the 2021-2022 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Beau Favino as a Part Time Security Guard at \$16.00 per hour for the 2021-2022 School Year.

Resolution 14551-21: **Approve Amendment of Salary for Employee #1083**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves an amendment in salary for employee #1083 to \$20.00 per hour.

Resolution 14552-21: **Approve Substitute Instructors for the 2021-2022 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following as substitute instructor for the 2021-2022 school year:

Kathleen Moritz Elizabeth Clark Emily Bussard

Resolution 14553-21: **Approve Night School Instructors**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following as Night School Instructors at an hourly rate of \$35.00 for the 2021-2022 school year:

Scott Lance Chad Feildbach

Resolution 14554-21: **Approve FMLA for Employee #0790**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves FMLA for employee #0790 from September 7, 2021 through October 1, 2021, and or use of the full 12 weeks allotted.

Resolution 14555-21: **Approve Employee #0134 for FMLA**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves employee #0134 for FMLA on October 1, 2021.

Resolution 14556-21: **Approve LOA Unpaid for Employee #0326**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves an Unpaid Leave of Absence for employee #0326 on Tuesday, November 2, 2021.

Resolution 14557-21: **Approve Sandy Dantzler as a Substitute School Nurse**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Sandy Dantzler as a Substitute School Nurse for the 2021-2022 school year.

EDUCATIONAL

Resolution 14558-21: **Approve Educational Resolutions as Listed Below**

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

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Resolution 14559-21: **Approve The Remote Instruction Plan for the 2021-2022 School Year**
Resolution 14560-21: **Approve Staff Tuition Reimbursement Rates for the 2021-2022 School Year**
Resolution 14561-21: **Approve the 2021-2022 Nursing Service Plan**
Resolution 14562-21: **Approve School Self-Assessment for Determining HIB Grades**

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

Lamonte Abstain 14559, 14561, 14562__ McDonough X__ Rutledge X__ Warren X__ Austin X__

Resolution 14559-21: **Approve The Remote Instruction Plan for the 2021-2022 School Year**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Remote Instruction Plan for the 2021-2022 School Year.

Exhibit: A

Resolution 14560-21: **Approve Staff Tuition Reimbursement Rates for the 2021-2022 School Year**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Staff Tuition Reimbursement Rates for the 2021-2022 School Year.

Exhibit: B

Resolution 14561-21: **Approve the 2021-2022 Nursing Service Plan**
On the motion of _____, seconded by _____, RESOLVED that this Board approves the 2021-2022 Nursing Service Plan.

Exhibit: C

Resolution 14562-21: **Approve School Self-Assessment for Determining HIB Grades**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the School Self Assessment for Determining HIB Grades for the 2020-2021 school year.

Exhibit: D

TRAVEL

Resolution 14563-21: **Approve Travel Resolutions as Listed Below**
On the motion of Mr. McDonough, seconded by Mrs. Warren, RESOLVED, that this Board approves the following travel resolutions as listed below:

Resolution 14564-21: **Approve Staff Professional Development Travel as Listed Below**
Resolution 14565-21: **Approve Senior Overnight Class Trip To Washington, DC**

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

Lamonte Abstain__ McDonough X__ Rutledge X__ Warren X__ Austin X__

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Resolution 14564-21: **Approve Staff Professional Development Travel as Listed Below**

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

Date	Name	Description/Reason	Approx. Cost
November 4, 2021	Noreen Matias	Using Data to Improve Teaching and Learning	\$2,500
October 11, 2021	Heather Dentzau	Warren County School Counselor Association	\$0
October 11, 2021	Eric Bowers	Warren County School Counselor Association	\$0
October 21, 2021	Christie Heuneman	Conflict Resolution/Ramapo College	\$159
November 22, 2021	Christie Heuneman	Recentering Students/Ramapo College	\$179
October 21, 2021	Ray Gara	NJCECA Meeting	\$0 + Mileage

Resolution 14565-21: **Approve Senior Overnight Class Trip to Washington, DC**

On the motion of _____, seconded by _____, RESOLVED that this Board approves a senior 2 night overnight class trip to Washington, DC.

Exhibit: E

POLICY

Resolution 14566-21: **Approve Policy Resolutions as Listed Below**

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

Resolution 14567-21: **Approve First Reading of Policy and Regulation Revisions as Listed Below**

Resolution 14568-21: **Approve Second Reading of Policy and Regulation Revisions as Listed Below**

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte Abstain McDonough X Rutledge X Warren X Austin X

Resolution 14567-21: **Approve First Reading of Policy and Regulation Revisions as Listed Below**

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

P4410	Compensation
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Exhibit: F

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Resolution 14568-21: **Approve Second Reading of Policy and Regulation Revisions as Listed Below**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the second reading of the following policy and regulation revisions as listed below:

P1648.11	The Road Forward COVID-19 – Health and Safety (M) (New)
P1648.13	School Employee Vaccination Requirements (M)
P2422	Comprehensive Health and Physical Education (M)
P2467	Surrogate Parents and Resource Family Parents (M)
P5111	Eligibility of Resident/Nonresident Students (M)
P5114	Children Displaced by Domestic Violence (Abolished)
P5116	Education of Homeless Children
P&R 7432	Eye Protection (M) (Revised)
P8420	Emergency and Crisis Situations (M)
R8420.1	Fire and Fire Drills (M)
P8540	School Nutrition Programs (M)
P8550	Meal Charges/Outstanding Food Service Bill (M)
P8600	Student Transportation (M)
P8810	Religious Holidays (Abolished)
P6115.01	Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New)
P6115.02	Federal Awards/Funds Internal Controls – Mandatory Disclosures (M) (New)
P6115.03	Federal Awards/Funds Internal Controls – Conflict of Interest (M) (New)
P6311	Contracts for Goods or Services Funded by Federal Grants (M)
P1648	Restart and Recovery Plan (M) (Abolished)
P1648.02	Remote Learning Options for Families (M) (Abolished)
P1648.03	Restart and Recovery Plan – Full-Time Remote Instruction (M) (Abolished)

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Exhibit : G

ADDENDUM ITEMS

Resolution 14569-21: Approve Addendum Resolutions as Listed Below

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

Resolution 14570-21: Approve Donation of 20 Sick Days from the Sick Bank for Employee #0790

Resolution 14571-21: Approve The Submission of the Comprehensive Maintenance Plan and M-1 to the Department of Education

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte Abstain 14571 McDonough _X_ Rutledge _X_ Warren _X_ Austin X

Resolution 14570-21: Approve Donation of 20 Sick Days from the Sick Bank for Employee #0790

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the donation of 20 sick days from the sick bank for employee #0790.

Exhibit: H

Resolution 14571-21: Approve The Submission of the Comprehensive Maintenance Plan and M-1 to the Department of Education

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the submission of the Comprehensive Maintenance Plan and M-1 to the Department of Education.

Exhibit: I

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.

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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.

Mr. Forsythe thanked Dr. Will Austin for including us in a grant, allowing us to get equipment to bring us up to standards.

Mr. Forsythe thanked the student representative for the update.

Mr. Forsythe thanked Nurse Colleen Schiller for all her hard work during the pandemic and thanked her for her cooperation and flexibility with recent facility issues.

Mr. Forsythe reminded everyone that the Open House is October 30th, geared towards 8th graders.

Mr. Forsythe mentioned that they had their first alumni meeting

Mr. Forsythe reminded everyone that Nov. 4th is an early dismissal and Nov. 5th school is closed.

Mr. Forsythe thanked the administrative team and the maintenance staff for keeping us moving forward and keeping the schools clean and disinfected.

ADJOURNMENT

Adjourn the Meeting

On the motion of Mr. Rutledge, seconded by Mr. McDonough, the Board adjourned the meeting at 5:52 p.m.

Upcoming Dates of Interest:

October 30, 2021	Open House
November 1, 2021	Re-Organization Board of Education Meeting