

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**December 15, 2021**

**CALL TO ORDER**

President Austin called the meeting to order at 5:00 p.m. on Wednesday December 15, 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 December 1, 2021.

**Roll Call – Board Secretary Barkman**

X Dr. Lamonte  
X Mr. McDonough  
X Mr. Rutledge-Arrived 5:02  
A Ms. Warren-Absent  
X Dr. Austin

**Adopt the Meeting Agenda**

**Resolution 14648-21: Adopt the Meeting Agenda**

On the motion of Mr. McDonough, seconded by Mr. Rutledge, RESOLVED, that this Board adopts the Meeting Agenda for the December 15, 2021 meeting as published with any addenda.

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

***Motion Carried: Yes***

**Resolution E698-21: Personnel, Negotiations and Legal Matters**

On the motion of Mr. Rutledge, seconded by Dr. Lamonte, 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***

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**December 15, 2021**

**Resolution E699-21: Resume Regular Session**

On the motion of Mr. McDonough, seconded by Mr. Rutledge, the Board reconvened into regular session at 5:39 p.m.

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

***Motion Carried: Yes***

**Discussion**

- **PUBLIC COMMENTS** - Related to Agenda Items Only

- **AUDIT PRESENTATION**

- Nisivoccia

- **COMMUNICATIONS**-Letter from Ms. Beneducci

- **SUPERINTENDENT'S REPORT**

**Mr. Forsythe discussed the following:**

Congratulated the Business Office on a perfect audit

Update on School Calendar

Thanked the maintenance/custodial staff and secretaries for all their hard work

Thanked Mrs. Schiller for going above and beyond during COVID

Update on COVID status in the County-Now in Orange

- **HIB REPORT/SUSPENSIONS**

- Zero (0) HIB since the last Board Meeting
  - Zero (0) Out of School Suspensions since the last Board Meeting
  - Zero (0) In School Suspension since the last Board Meeting

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

- **EDUCATIONAL ISSUES**

- 

- Educator of the Year Awards- Patti Seugling & Colleen Schiller

- **STUDENT REPRESENTATIVE**-None

- **NEW BUSINESS**

**Minutes – Regular Meeting Minutes**

**Resolution 14649-21: Approve Board Meeting Minutes as Listed Below**

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

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**December 15, 2021**

**Resolution 14650-21:**                      **Approve December 1, 2021 Regular Meeting Minutes**  
**Resolution 14651-21:**                      **Approve December 1, 2021 Regular Meeting Executive Session Minutes**

VOICE VOTE: Yeas: 4 Nays: 0 Abstain: 0 Absent: 1                      ***Motion Carried: Yes***

**Resolution 14650-21:**                      **Approve December 1, 2021 Regular Meeting Minutes**  
On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the Regular Meeting Minutes of December 1, 2021.

**Resolution 14651-21:**                      **Approve December 1, 2021 Regular Meeting Executive Session Minutes**  
On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of December 1, 2021.

**FINANCE & FACILITIES**

**Resolution 14652-21:**                      **Approve Finance & Facilities Resolutions as Listed Below**

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

**Resolution 14653-21:**                      **Receive, Accept, and Approve November 2021 Financial Reports**  
**Resolution 14654-21:**                      **Board of Education's Monthly Certification of Major Account/Fund Status**  
**Resolution 14655-21:**                      **Approve Payment of Bills for December 2021**  
**Resolution 14656-21:**                      **Approve Transfers for November 2021**  
**Resolution 14657-21:**                      **Approve Contract With NJSBA For Participation in The ACES Cooperative Pricing System**  
**Resolution 14658-21:**                      **Approve Perkins Amended Secondary Reserve Fund Application**  
**Resolution 14659-21:**                      **Accept the 2020-2021 School Audit**

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

Lamonte Abstain 14658-21 McDonough X Rutledge X Warren Absent Austin X

**Resolution 14653-21:**                      **Receive, Accept, and Approve November 2021 Financial Reports**  
On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that the November 2021 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F1

**Resolution 14654-21:**                      **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 December 2021, after

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**December 15, 2021**

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 14655-21:**                      **Approve Payment of Bills for December 2021**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for December 2021 in the amount of \$663,445.14.

Exhibit: F2

**Resolution 1466-21:**                      **Approve Transfers for November 2021**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the transfers of monies for the month of November 2021.

Exhibit: F3

**Resolution 14657-21:**                      **Approve Contract With NJSBA For Participation in The ACES Cooperative Pricing System**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the contract with NJSBA on behalf of the NJSBA Cooperative Pricing System to participate in the ACES Cooperative Pricing System for the purchases of digital and electronic products and services, E-Rate consulting and processing services, and other technology products and programs, as well as energy aggregation services, supplies, and materials.

Exhibit: F4

**Resolution 14658-21:**                      **Approve Perkins Amended Secondary Reserve Fund Application**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the amended Perkins Secondary Reserve Fund Application in the amount of \$16,316 for the 2021-2022 school year.

Exhibit: F5

**Resolution 14659-21:**                      **Accept the 2020-2021 School Audit**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board accepts the 2020-2021 school audit;

WHEREAS, the Warren County Technical School Board of Education in accordance with NJSA 18A:23-1 must have a certified External Audit of the district's account and financial transactions and

WHEREAS, the Warren County Technical School Board of Education received the audit performed by Nisivoccia and Company LLC and discussed said audit at it's public meeting held on 12/15/2021; now

BE IT RESOLVED that the Warren County Technical School Board of Education accepts the audit for the 2020/2021 school year fiscal year ending June 30, 2021. It is noted there are no CAFR and AMR findings.

Exhibit: F6

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**December 15, 2021**

**PERSONNEL**

**Resolution 14660-21:            Approve Personnel Resolutions as Listed Below**

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

**Resolution 14661-21:            Approve Substitutes for the 2021-2022 School Year**  
**Resolution 14662-21:            Approve Resignation for Employee #1072**  
**Resolution 14663-21:            Approve Retirement for Gerry Bossard Effective April 1, 2022**  
**Resolution 14664-21:            Approve Jason Drury as Physical Education Instructor**

ROLL CALL VOTE: *Motion Carried: Yes*

Lamonte \_X\_ McDonough \_X\_ Rutledge X Warren Absent Austin \_X\_

**Resolution 14660-21:            Approve Substitutes for the 2021-2022 School Year**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the following as substitutes for the 2021-2022 School Year:

Stephen Speirs                      Georgina Tamburro

**Resolution 14661-21:            Approve Resignation for Employee #1072**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves resignation of employee #1072 effective February 1, 2022.

Exhibit: A

**Resolution 14662-21:            Approve Retirement for Gerry Bossard Effective April 1, 2022**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves Gerry Bossards notice of retirement effective April 2022.

Exhibit: B

**Resolution 14663-21:            Approve Jason Drury as Health/Physical Education/Drivers Education Instructor**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves Jason Drury as Health/Physical Education//Drivers Education Instructor for the remainder of the 2021-2022 school year at step BA1.

**EDUCATIONAL**

**Resolution 14665-21:            Approve Perkins Work-Based Learning/Shadowing Transportation by Krapf Bus Company for the 2021-2022 School Year**

On the motion of Mr. McDonough, seconded by Dr. Austin, RESOLVED, that this Board approves Krapf Bus Company to provide transportation for work-based learning/shadowing opportunities for CTE Students funded through the Perkins Grant for the 2021-2022 school year.

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**December 15, 2021**

ROLL CALL VOTE:

***Motion Carried: Yes***

Lamonte \_X\_ McDonough \_X\_ Rutledge \_X\_ Warren Absent Austin \_X\_

**TRAVEL**

**Resolution 14666-21: Approve Staff Professional Development Travel as Listed Below**

On the motion of Mr. McDonough, seconded by Dr. Austin, RESOLVED, that this Board approves the staff professional development travel and field trips as listed below:

1/14/2022	N. Matias & All Staff	Link It	\$0
2/25 & 5/20/2022	N. Matias & All Staff	Promethean Board Training	\$0
2/25 & 5/20/2022	N. Matias & All Staff	Atlas Teacher Training	\$0
12/9/2021	J. Tierney	Warren Hunterdon County PSA Meeting	\$0

ROLL CALL VOTE:

***Motion Carried: Yes***

Lamonte Abstain McDonough \_X\_ Rutledge \_X\_ Warren Absent Austin \_X\_

**POLICY**

**Resolution 14667-21: Approve Second Reading of Policy and Regulation Revisions as Listed Below**

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

P1648.13	School Employee Vaccination Requirements (M) (New)
P2425	Emergency Virtual or Remote Instruction Program (M) (New)
P&R5751	Sexual Harassment of Students (M) (Revised)

Exhibit: C

ROLL CALL VOTE:

***Motion Carried: Yes***

Lamonte Abstain P2425 McDonough \_X\_ Rutledge \_X\_ Warren Absent Austin \_X\_

**ADDENDUM ITEMS**

**Resolution 14668-21: Approve Unpaid Leave of Absence**

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**December 15, 2021**

**On the motion of Mr. McDonough, seconded by Dr. Austin, RESOLVED, that this Board approves the unpaid leave of absence for employee #0790 until January 19, 2021.**

ROLL CALL VOTE:

***Motion Carried: Yes***

Lamonte X McDonough X Rutledge X Warren Absent Austin X

**PUBLIC COMMENTS – Any topic not discussed earlier.**

- Tracy Leal gave a shout out to administration and staff for all they've done during these difficult times
- Mr. Forsythe spoke about the tragic loss of one of our students Jose Perez

**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 Dr. Austin, the Board adjourned the meeting at 6:23p.m.

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**December 15, 2021**

**Upcoming Dates of Interest:**

December 23, 2021	Early Dismissal Winter Break
December 24 - 31 2021	Closed for Winter Break