

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
December 18, 2024

CALL TO ORDER

President Austin called the meeting to order at 5:00 p.m. on Wednesday, December 18, 2024, 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 8, 2024.

Roll Call – Board Secretary Barkman

X Dr. Lamonte
X Ms. Leahy
X Mr. McDonough
X Dr. Austin
X Dr. Mlecz

Adopt the Meeting Agenda

Resolution 15843-24: Adopt the Meeting Agenda

On the motion of Mr. McDonough, seconded by Dr. Lamonte, RESOLVED, that this Board adopts the Meeting Agenda for the December 18, 2024 meeting as published with any addenda.

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

Motion Carried: Yes

Resolution E741-24: Personnel, Negotiations, and Legal Matters

On the motion of Mr. McDonough, seconded by Dr. Lamonte, 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. The public is excluded from attendance at a portion of this meeting for the reason that the following subject matter is discussed:
 - Personnel
 - Facility
- 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: 5 Nays: 0 Abstain: 0 Absent: 0

Motion Carried: Yes

Resolution E742-24: Resume Regular Session

On the motion of Mr. McDonough, seconded by Dr. Lamonte, the Board reconvened into regular session at 5:27 p.m.

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

Motion Carried: Yes

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Discussion

- **NEW BOARD MEMBER OATH**-Dr. Jessica Mlecz
- **PUBLIC COMMENTS** - Related to Agenda Items Only-None
- **COMMUNICATIONS**-None
- **SUPERINTENDENT'S REPORT**
 - Mr. Forsythe welcomed new Board member Dr. Jessical Mlecz
- **HIB REPORT/SUSPENSIONS**
 - Zero (0) HIB's since November's Board Meeting
 - One (1) Out of School Suspensions since November's Board Meeting
 - Zero (0) In School Suspensions since November's Board Meeting
- **BOARD PRESIDENT'S REPORT**-Dr. Austin welcomed Dr. Mlecz
- **PRINCIPAL'S REPORT**
 - Mr. Tierney congratulated Mary Henry for being chosen as the Educational Services Professional of the year and Kim McCormick as the Governor's Educator of the year.
- **STUDENT REPRESENTATIVE**
 - Cecelia Colaluce updated the Board on the following: Student Government just held their annual winter dance, play rehearsals are going on now, the coat drive is going on until 1/27/25, the toy drive was a success, they raised \$500 at the craft fair to offset the cost of DEACON, they are selling Gertrude Hawk chocolate bars and candy grams, and Key Club is hosting the Polar Express movie night.
- **DISCUSS EDUCATIONAL TOPICS**
- **NEW BUSINESS**

MINUTES

Resolution 15844-24: Approve Board Meeting Minutes Listed Below

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

Resolution 15845-24: Approve November 20, 2024, Regular Meeting Minutes

Resolution 15846-24: Approve November 20, 2024, Regular Meeting Executive Session Minutes

VOICE VOTE: Yeas:4__ Nays: 0__ Abstain: J.M. Absent: 0

Motion Carried: Yes

Resolution 15845-24: Approve November 20, 2024, Regular Meeting Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Minutes of November 20, 2024.

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Resolution 15846-24: **Approve November 20, 2024, Regular Meeting Executive Session Minutes**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of November 20, 2024.

FINANCE & FACILITIES

Resolution 15847-24: **Approve Finance & Facilities Resolutions as Listed Below**

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

- Resolution 15848-24:** **Receive, Accept, and Approve November 2024 Financial Reports**
Resolution 15849-24: **Board of Education's Monthly Certification of Major Account/Fund Status**
Resolution 15850-24: **Approve Payment of Bills for November 2024**
Resolution 15851-24: **Approve Transfers for the Month of November**
Resolution 15852-24: **Accept Donation From Tracy Rowe**
Resolution 15853-24: **Approve Disposal of Equipment**

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte X Leahy X McDonough X Austin X Mlecz X

Resolution 15848-24: **Receive, Accept, and Approve November 2024 Financial Reports**

On the motion of _____, seconded by _____, RESOLVED, that the November 2024 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F1

Resolution 15849-24: **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 December 2024, 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 15850-24: **Approve Payment of Bills for November 2024**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for November 2024, in the amount of \$938,915.51.

Exhibit: F2

Resolution 15851-24: **Approve Transfers for the Month of November**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves transfers for November 2024.

Exhibit: F3

Resolution 15852-24: **Accept Donation From Tracy Rowe**

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On the motion of _____, seconded by _____, RESOLVED, that this Board accepts a donation of car parts to the Automotive Class from Tracy Rowe.

Resolution 15853-24: **Approve Disposal of Equipment**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the disposal of (1) broken ice machine (Asset Tag #WCT-1388-IM-P) and (1) broken water/ice machine (No Asset Tag #).

PERSONNEL

Resolution 15854-24: **Approve Personnel Resolutions as Listed Below**

On the motion of Mr. McDonough, seconded by Dr. Austin, RESOLVED, that this Board approves personnel resolutions as listed below, upon the recommendation of the Superintendent:

Resolution 15855-24: **Approve Extra Curricular Appointments as Follows:**

Resolution 15856-24: **Approve Sidebar Agreement Amending the Current Collective Negotiations Agreement from July 1, 2022, through June 30, 2026**

Resolution 15857-24: **Approve Donna Williams County Approved Contract for Business Administrator/Board Secretary**

Resolution 15858-24: **Approve New Job Description of Second Shift/PM Head Custodian**

Resolution 15859-24: **Approve Ray Cappella for the Second Shift/PM Head Custodian Stipend**

Resolution 15860-24: **Approve Payout to Amy Barkman for Unused Sick and Vacation Time as per**

Resolution 15861-24: **Approve Ken Wene as CTE Tutor**

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte Abstain 15856, 15857, 15860___ Leahy X___ McDonough X___ Austin X___ Mlecz X___

Resolution 15855-24: **Approve Extra Curricular Appointments as Follows:**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following extra-curricular Chaperone appointments as follows:

E. Bowers (Chaperone On Site)	B. Cicale (Chaperone On Site)	C. Shiller (Chaperone On Site)
R. Stasiulatis (Security)	K. Johnson (Student Government Advisor)	

Resolution 15856-24: **Approve Sidebar Agreement Amending the Current Collective Negotiations Agreement from July 1, 2022, through June 30, 2026**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Sidebar Agreement amending the current collective Negotiations Agreement from July 1, 2024 through June 30, 2026 as stated to add an additional WTEA stipend position for Second Shift/PM Head Custodian.

Exhibit: A

Resolution 15857-24: **Approve Donna Williams County Approved Contract for Business Administrator/Board Secretary**

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On the motion of _____, seconded by _____, RESOLVED, that this Board approves Donna Williams Contract Business Administrator/Board Secretary effective March 1, 2024 through June 30, 2025. The Sussex County Executive County Superintendent has approved this contract.

Exhibit: B

Resolution 15858-24: **Approve New Job Description of Second Shift/PM Head Custodian**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following Job Description of Second Shift/PM Head Custodian.

Exhibit: C

Resolution 15859-24: **Approve Ray Cappella for the Second Shift/PM Head Custodian Stipend**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Ray Cappella as Second Shift/PM Head Custodian stipend for the remainder of the 2024-2025 school year.

Resolution 15860-24: **Approve Payout to Amy Barkman**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves a payout to Amy Barkman, Business Administrator, for unused sick and vacation time aa per contract and retirement.

Resolution 15861-24: **Approve Ken Wene as CTE Tutor**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Kene Wene as CTE tutor.

TRAVEL

Resolution 15862-24: **Approve the Following Travel Resolutions as Listed Below**

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

Resolution 15863-24: **Approve the Following Field Trips as Listed Below**

Resolution 15864-24: **Approve Professional Development as Listed Below**

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte Abstain Leahy X McDonough X Austin X Mlecz X

Resolution 15863-24: **Approve the Following Field Trips as Listed Below**

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

03 25 2025	Tina Lynch, Jude Thompson	International Esthetics Cosmetics & Spa Conference NYC	\$2,612
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Resolution 15864-24: **Approve Professional Development as Listed Below**

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

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DATE	EMPLOYEE	DESTINATION	COST
1 15 2025	K. Wene	Skills Advisor Meeting, NJPSA Conference Center, Monroe Twp.	\$52.64
1 29-31 2025	B. Cammarota	NJASA TECHSPO 25', Atlantic City, NJ	\$1,236.00

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 has been heard;
4. All statements shall be directed to the presiding officer; no participant may address or question the 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 5:42p.m.

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

Motion Carried: Yes

Upcoming Dates of Interest:

December 20, 2024

Early Dismissal Winter Break

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December 23-January 1, 2025 School Closed for Winter Break
January 15, 2025 Board of Education Meeting