

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
December 21, 2022

CALL TO ORDER

President Austin called the meeting to order at 5:01 p.m. on Wednesday, December 21, 2022 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

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

Adopt the Meeting Agenda

Resolution 15063-22: Adopt the Meeting Agenda

On the motion of Mrs. Warren, seconded by Mr. McDonough, RESOLVED, that this Board adopts the Meeting Agenda for the December 21, 2022 meeting as published with any addenda.

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

Motion Carried: Yes

Resolution E692-22: Personnel, Negotiations and Legal Matters

On the motion of Mr. McDonough, seconded by Mrs. Warren, the Board moved into executive session at 5:03 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:
 - 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 of privacy.
- D. Action may be taken.

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

Motion Carried: Yes

Resolution E693-22: Resume Regular Session

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

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

Motion Carried: Yes

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Discussion

- **PUBLIC COMMENTS** - Related to Agenda Items Only-None
- **COMMUNICATIONS**-None
- **SUPERINTENDENT'S REPORT**
- **HIB REPORT/SUSPENSIONS**
 - Two (2) HIB's since the last Board Meeting
 - Five (5) Out of School Suspensions since the last Board Meeting
 - Five (5) In School Suspensions since the last Board Meeting
- **BOARD PRESIDENT'S REPORT**-Dr. Austin wished everyone a safe and happy holiday.
- **STUDENT REPRESENTATIVE REPORT**
 - Evan Delesky reported the Gala Dance was a great success with 168 students participating. On behalf of Mrs. Fredericks Mr. Delesky thanked the students and chaperones for their assistance with the dance. The student government held a food fundraiser and they thanked the staff for their donations. Upcoming events include Spirit Week the Spring Fling dance and career videos are forthcoming.
- **DISCUSS EDUCATIONAL TOPICS**- Mrs. Matias
 - Student of the Marking Period
 - GEOY
 - NJ GPA Standardized Testing Results
- **NEW BUSINESS**-None
- **AUDIT PRESENTATION**
 - Nisivoccia

Minutes – Regular Meeting Minutes

Resolution 15064-22: Approve Board Meeting Minutes as Listed Below

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

Resolution 15065-22: Approve November 15, 2022 Regular Meeting Minutes

Resolution 15066-22: Approve November 15, 2022 Regular Meeting Executive Session Minutes

VOICE VOTE: Yeas:3 ___ Nays: 0 ___ Abstain: Mrs. Warren ___ Absent: 1 ___

Motion Carried: Yes

Resolution 15065-22: Approve November 15, 2022 Regular Meeting Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Minutes of November 15, 2022.

Resolution 15066-22: Approve November 15, 2022 Regular Meeting Executive Session Minutes

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On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of November 15, 2022.

FINANCE & FACILITIES

Resolution 15067-22: Approve Finance & Facilities Resolutions as Listed Below

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

- | | |
|------------------------------------|---|
| <u>Resolution 15068-22:</u> | Receive, Accept, and Approve November 2022 Financial Reports |
| <u>Resolution 15069-22:</u> | Board of Education's Monthly Certification of Major Account/Fund Status |
| <u>Resolution 15070-22:</u> | Approve Payment of Bills for December 2022 |
| <u>Resolution 15071-22:</u> | Approve November 2022 Transfers |
| <u>Resolution 15072-22:</u> | Approve New Jersey Statewide Minimum Wage |
| <u>Resolution 15073-22:</u> | Approve Purchase Agreement Between Warren County Technical School and the Alliance for Competitive Energy Services |
| <u>Resolution 15074-22:</u> | Approve Two Year Contract with Pat's Lawn Care Inc. |
| <u>Resolution 15075-22:</u> | Approve Bus Route Contract between GST and Warren County Technical School for the 2022-2023 School Year |
| <u>Resolution 15076-22:</u> | Approve 10 hours of Educational Services for Student #231179 through Learn Well |
| <u>Resolution 15077-22:</u> | Accept the 2021-2022 School Audit |
| <u>Resolution 15078-22:</u> | Approve the Following Bank Signature Cards |

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte Abstain 15075-22 ___ McDonough X ___ Rutledge ___ Warren X ___ Austin X ___

Resolution 15068-22: Receive, Accept, and Approve November 2022 Financial Reports

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

Exhibit: F1

Resolution 15069-22: 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 2022, 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 15070-22: Approve Payment of Bills for December 2022

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for December 2022 in the amount of \$1,027,769.73.

Exhibit: F2

Resolution 15071-22: Approve November 2022 Transfers

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

Exhibit: F3

Resolution 15072-22: **Approve New Jersey Statewide Minimum Wage**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the New Jersey's statewide minimum wage will increase to \$14.13 per hour effective January 1, 2023, according to the New Jersey Department of Labor & Workforce Development.

Resolution 15073-22: **Approve Purchase Agreement Between Warren County Technical School and the Alliance for Competitive Energy Services**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the purchase agreement between Warren County Technical School and the Alliance for Competitive Energy Services ID#E8801-ACESCPS through May of 2028.

Exhibit: F4

Resolution 15074-22: **Approve Two Year Contract with Pat's Lawn Care Inc.**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves a two year contract with Pat's Lawn Care, Inc. at a cost of \$20,650 for the 2023-2024 school year and \$21,700 for the 2024-2025 school year plus fuel charges.

Exhibit: F5

Resolution 15075-22: **Approve Bus Route Contract between GST and Warren County Technical School for the 2022-2023 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Bus Route Contract between GST and Warren County Technical School for the 2022-2023 school year.

Exhibit: F6

Resolution 15076-22: **Approve 10 hours of Educational Services for Student #231179 through Learn Well**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves 10 hours of educational services for Student #231179 through Learn Well at an hourly rate of \$57.25 effective December 9, 2022.

Exhibit: F7

Resolution 15077-22: **Accept the 2021-2022 School Audit**

On the motion of _____, seconded by _____, RESOLVED, that this Board accepts the 2021-2022 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 12/21/2022; now

BE IT RESOLVED that the Warren County Technical School Board of Education accepts the audit for the 2021/2022 school year fiscal year ending June 30, 2022, with the following corrective action plan:

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Recommendation Number #1

Corrective Action Approved by the Board December 19, 2022

Method of Implementation: BA will cross-reference Genesis Report, October 15th, 2022 enrollment count and Master Eligibility List to prove out numbers

Person Responsible for Implementation: School Business Administrator

Completion Date of Implementation: December 2, 2022

Resolution 15078-22: **Approve the Following Bank Signature Cards**

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

Payroll Acct Ending 233	Nancy DeRiso Treasurer, Amy M. Barkman, School Business Administrator, Derrick Forsythe, Superintendent
Athletics Acct Ending 241	Derrick Forsythe, Superintendent Amy M. Barkman, School Business Administrator
Unemployment Acct Ending 6268	Derrick Forsythe, Superintendent Amy M. Barkman, School Business Administrator
General Acct Ending 6276	Lori Ausin, Board President, Nancy DeRiso Treasurer, Amy M. Barkman, School Business Administrator
Student Activities Acct Ending 6284	Derrick Forsythe, Superintendent Amy M. Barkman, School Business Administrator
Agency Acct Ending 6292	Nancy DeRiso Treasurer, Amy M. Barkman, School Business Administrator
Summer Pay Acct Ending 6671	Derrick Forsythe, Superintendent Amy M. Barkman, School Business Administrator
FSA Acct Ending 6031	Amy M. Barkman, School Business Administrator
Cafeteria Acct Ending 9299	Derrick Forsythe, Superintendent Amy M. Barkman, School Business Administrator

PERSONNEL

Resolution 15079-22: **Approve Personnel Resolutions as Listed Below**

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

Resolution 15080-22: **Approve Amy Haines as a Maternity Leave Replacement**

Resolution 15081-22: **Approve Revision to Resolution 14974-22**

Resolution 15082-22: **Approve Extra Curricular Positions as Listed Below**

Resolution 15083-22: **Approve Resignation of Anthony Lusardi, Engineering Instructor**

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Resolution 15084-22: **Approve FMLA for Employee #437**
Resolution 15085-22: **Approve Substitute Instructors for the 2022-2023 School Year**

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

Lamonte X McDonough X Rutledge Warren X Austin X

Resolution 15080-22: **Approve Amy Haines as a Maternity Leave Replacement**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves Amy Haines as a full time maternity leave replacement at the WTEA Guide Step BA3 prorated salary of \$58,702 from January through June 15, 2023.

Resolution 15081-22: **Approve Revision to Resolution Resolution 14974-22**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the revision to Resolution 14974-22 to reflect Ellen Lepera's retirement date of February 1, 2023.

Resolution 15082-22: **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:

CTE Perkins Tutors	R. Danner, S. Lance,T. Giraldi, P. Seugling ,L. Shannahan L. Arnold, M. Vulcano, B. Wheatley, P. Lilly, K. Wene
Clock Operator	Anne Drescher
Testing Proctors	Bobby Cammerota

Resolution 15083-22: **Approve Resignation of Anthony Lusardi, Engineering Instructor**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves Anthony Lusardi's request for resignation effective February 22, 2022.

Exhibit: A

Resolution 15084-22: **Approve FMLA for Employee #437**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves FMLA for Employee #0437 from January 30, 2022 through June 1, 2022.

Exhibit: B

Resolution 15085-22: **Approve Substitute Instructors for the 2022-2023 School Year**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following persons as substitute teachers for the 2022-2023 school year:

Edward Baumgartner Katherine Pomeisl
Margaret Seme

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TRAVEL

Resolution 15086-22: 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 15087-22: Approve Professional Development Travel as Listed Below

Resolution 15088-22: Approve Field Trips as Listed Below

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte Abstain McDonough X Rutledge Warren X Austin X

Resolution 15087-22: 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
1/25/2023	P Seugling	St. Phillip & St. James, Phillipsburg	\$442.62 (Bussing paid through ARP/ESSER funds)

Resolution 15088-22: 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
1/25-27/2022	B. Cammarota	NJ TECHSPO '23, Atlantic City, NJ	\$981.50 + Mileage

EDUCATIONAL

Resolution 15089-22: Approve Membership Resolution Between NJ State Interscholastic Athletic Association and Warren County Technical School

On the motion of Mr. McDonough, seconded by Mrs. Warren, RESOLVED, that this Board approves the membership between New Jersey State Interscholastic Athletic Association and Warren County Technical School for the 2022-2023 School Year.

Exhibit: C

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte X McDonough X Rutledge Warren X Austin X

POLICY

Resolution 15090-22: Approve First Reading of Policy and Regulation Revisions as Listed Below

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

P5512	HARASSMENT, INTIMIDATION, OR BULLYING (M)
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Exhibit: D

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte X McDonough X Rutledge Warren X Austin X

DONATIONS

Resolution 15091-22: Accept Donation by Heidi Schoentube for the Culinary Program

On the motion of Mr. McDonough, seconded by Dr. Lamonte, RESOLVED, that this Board accept a donation of (1) Hobart Mixer and (1) Somerset Sheether for the culinary program donated by Heidi Schoentube, 2664 Eldridge Ave Easton PA.

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte X McDonough X Rutledge Warren 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;

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- 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 Mrs. Warren, the Board adjourned the meeting at 6:01p.m.

Upcoming Dates of Interest:

December 23, 2022	Early Dismissal for Winter Break
December 26-30, 2022	School Closed for Winter Break
January 13, 2023	Delayed Opening for In Service
January 16, 2023	School Closed for MLK Day
January 18, 2023	Board of Education Meeting