

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**March 20, 2024**

**CALL TO ORDER**

President Austin called the meeting to order at 5:00 p.m. on Wednesday, March 20, 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 7, 2023.

**Roll Call – Board Secretary Barkman**

X Dr. Lamonte-Arrived 5:12  
X Ms. Rachel Leahy  
X Mr. McDonough  
X Mr. Rutledge  
X Dr. Austin

**Adopt the Meeting Agenda**

**Resolution 15551-24: Adopt the Meeting Agenda**

On the motion of Mr. McDonough, seconded by Mr. Rutledge, RESOLVED, that this Board adopts the Meeting Agenda for the March 20, 2024 meeting as published with any addenda.

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

***Motion Carried: Yes***

**Resolution E723-24: Personnel, Negotiations, and Legal Matters**

On the motion of Dr. Lamonte, 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
  - 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 E724-24: Resume Regular Session**

On the motion of Mr. McDonough, seconded by Dr. Lamonte, the Board reconvened into regular session at 5:34 p.m.

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

***Motion Carried: Yes***

**Discussion**

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

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
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**REGULAR MEETING MINUTES**  
**March 20, 2024**

• **COMMUNICATIONS-None**

• **SUPERINTENDENT'S REPORT**

- Mr. Forsythe thanked Ms. Mai and wished her the best in her new position as Superintendent. Ms. Mai thanked Mr. Forsythe for all he has taught her. Ms. Mai thanked the Board for their support. Mr. Forsythe discussed the Renaissance Fair being held at WCTS this weekend.

• **HIB REPORT/SUSPENSIONS**

- Two (2) HIB's since the last Board Meeting
- Three (3) Out of School Suspensions since the last Board Meeting
- One (1) In School Suspensions since the last Board Meeting

• **BOARD PRESIDENT'S REPORT-**Dr. Austin wished Ms. Mai all the best

• **STUDENT REPRESENTATIVE**

- Kate Martinez-Absent

• **DISCUSS EDUCATIONAL TOPICS**

• **NEW BUSINESS**

**MINUTES - FEBRUARY 20, 2024**

**Resolution 15552-24:**                    **Approve Board Meeting Minutes Listed Below**

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

**Resolution 15553-24:**                    **Approve February 20, 2024, Regular Meeting Minutes**

**Resolution 15554-24:**                    **Approve February 20, 2024, Regular Meeting Executive Session Minutes**

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

***Motion Carried: Yes***

**Resolution 15553-24:**                    **Approve February 20, 2024, Regular Meeting Minutes**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the Regular Meeting Minutes of February 20, 2024.

**Resolution 15554-24:**                    **Approve February 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 February 20, 2024.

**MINUTES -MARCH 6, 2024**

**Resolution 15555-24:**                    **Approve March 6, 2024, Regular Meeting Minutes**

On the motion of Ms. Leahy, seconded by Mr. McDonough, RESOLVED, that this Board approves the Regular Meeting Minutes of March 6, 2024.

VOICE VOTE: Yeas: 4 Nays: 0 Abstain: R.L. Absent: 0

***Motion Carried: Yes***

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**March 20, 2024**

**FINANCE & FACILITIES**

**Resolution 15556-24:      Approve Finance & Facilities Resolutions as Listed Below**

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

- |                                    |  |
|------------------------------------|--|
| <b><u>Resolution 15557-24:</u></b> | <b>Receive, Accept, and Approve February 2024 Financial Reports</b>  |
| <b><u>Resolution 15558-24:</u></b> | <b>Board of Education's Monthly Certification of Major Account/Fund Status</b>   |
| <b><u>Resolution 15559-24:</u></b> | <b>Approve Payment of Bills for March 2024</b>   |
| <b><u>Resolution 15560-24:</u></b> | <b>Approve Transfers for February 2024</b>   |
| <b><u>Resolution 15561-24:</u></b> | <b>Approve Payment #3 to Iron Mountain Mechanical, LLC In the Amount of \$14,335.50 for Work Completed on the RTU Partial Replacement</b>          |
| <b><u>Resolution 15562-24:</u></b> | <b>Accept Donation of Tools from the Estate of George F. Swiatek</b>   |
| <b><u>Resolution 15563-24:</u></b> | <b>Accept Donation Made to The Welding Program From Feilbach's Welding</b>   |
| <b><u>Resolution 15564-24:</u></b> | <b>Approve Submission of the 2022-2023 ESSER Performance Report to the NJ Department of Education</b>  |
| <b><u>Resolution 15565-24:</u></b> | <b>Approve Contract with Hunterdon County Educational Services Commission for Providing Paraprofessional Services in the 2024-2025 School Year</b> |

ROLL CALL VOTE:

*Motion Carried: Yes*

Lamonte Abstain 15564-24    Leahy X McDonough X Rutledge X Austin X

**Resolution 15557-24:**      **Receive, Accept, and Approve February 2024 Financial Reports**  
On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that the February 2024 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F1

**Resolution 15558-24:**      **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 March 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-expended. 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 15559-24:**      **Approve Payment of Bills for March 2024**  
On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for March 2024, in the amount of \$1,011,274.56.

Exhibit: F2

**Resolution 15560-24:**      **Approve Transfers for February 2024**  
On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves Transfers for February 2024.

Exhibit: F3

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**March 20, 2024**

**Resolution 15561-24:**                    **Approve Payment #3 to Iron Mountain Mechanical, LLC In the Amount of \$14,335.50 for Work Completed on the RTU Partial Replacement**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves Payment #5 to Iron Mountain Medical, LLC in the amount of \$14,335.50 for the work completed on the RTU Partial Replacement.

Exhibit: F4

**Resolution 15562-24:**                    **Accept Donation of Tools from the Estate of George F. Swiatek**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board accepts a donation of tools from the Estate of George F. Swiatek.

**Resolution 15563-24:**                    **Accept Donation Made to The Welding Program From Feilbach's Welding**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board accepts a donation of welding supplies from Feilbach's Welding, Broadway, NJ. Items are as follows: 2 heavy-duty cantilever racks for storing metal with an approximate value of \$2,500.

**Resolution 15564-24:**                    **Approve Submission of the 2022-2023 ESSER Performance Report to the NJ Department of Education**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the submission of the 2022/2023 ESSER Performance Report to the NJ Department of Education.

**Resolution 15565-24:**                    **Approve Contract with Hunterdon County Educational Services Commission for Providing Paraprofessional Services in the 2024-2025 School Year**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves contract with the Hunterdon County Educational Services Commission for paraprofessional services for the 2024/2025 school year.

Exhibit: F5

**PERSONNEL**

**Resolution 15566-24:**                    **Approve Personnel Resolutions as Listed Below**

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

**Resolution 15567-24:**                    **Approve Lana Shanahan as Test Proctor for the 2023-2024 School Year**

**Resolution 15568-24:**                    **Approve Business Administrator's Contract for the 2024-2025 School Year**

**Resolution 15569-24:**                    **Approve Student #8834336255 for Home Instruction March 5th through April 4, 2024**

**Resolution 15570-24:**                    **Accept Resignation of Part-Time Maintenance Staff, Gregory Stagaard, Effective April 15, 2024.**

**Resolution 15571-24:**                    **Approve Gregory Stagaard as a Substitute Maintenance Personnel for The Remainder of the 2023-2024 School Year**

**Resolution 15572-24:**                    **Accept the Resignation from Diana Mai, Principal, Effective June 30, 2024**

ROLL CALL VOTE:

*Motion Carried: Yes*

Lamonte Abstain 15568-24 Leahy X McDonough X Rutledge X Austin X

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**March 20, 2024**

**Resolution 15567-24:**                    **Approve Robert Collis as Science Instructor for the 2024-2025 School Year**  
On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves Lana Shanahan as test proctor at an hourly rate of \$35.00 retroactive to February 24, 2024, for the 2023-2024 school year.

**TRAVEL**

**Resolution 15574-24:**                    **Approve Travel Resolutions as Listed Below**  
On the motion of Mr. McDonough, seconded by Rachel Leahy RESOLVED, that this Board approves travel resolutions as listed below:

**Resolution 15575-24:**                    **Approve Professional Development as Listed Below**  
**Resolution 15576-24:**                    **Approve Field Trips as Listed Below**

ROLL CALL VOTE: *Motion Carried: Yes*

Lamonte Abstain    Leahy \_X\_ McDonough \_X\_ Rutledge \_X\_ Austin \_X\_

**Resolution 15575-24:**                    **Approve Professional Development as Listed Below**  
On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves professional development as listed below:

DATE	EMPLOYEE	DESTINATION	COST
4 25 2024	K. Sarte	HIB Law Update (online)	\$150

**Resolution 15576-24:**                    **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
3 19 2024	L. Shanahan	Independance Mannor, Tour of Assisted Living Facility	\$390.45 (Bus through ARP ESSER)
TBD	B. Wheatley N. McGeough	Picatinny Arsenal, Jobs & Occupations	\$546.00 (Bus through ARP ESSER)
3 6 2024	R. Gara R. Danner	Northampton County CC, Automotive Contest	\$0

**EDUCATIONAL**

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**March 20, 2024**

**Resolution 15577-24: Approve the 2024-2025 School Calendar**

On the motion of Mr. McDonough, seconded by Mr. Rutledge, RESOLVED, that this Board approves the 2024-2025 School Calendar.

Exhibit: C

ROLL CALL VOTE:

*Motion Carried: Yes*

Lamonte \_X\_ Leahy \_X\_ McDonough \_X\_ Rutledge \_X\_ Austin \_X\_

**POLICY**

**Resolution 15578-24: Approve First Reading of Policy and Regulations as Listed Below**

On the motion of Mr. McDonough, seconded by Rachel Leahy, RESOLVED, that this Board approves the first reading of Policy and Regulations as listed below:

P1523	Comprehensive Equity Plan (M)
P1530	Equal Employment Opportunities (M)
R1530	Equal Employment Opportunity Complaint Procedure (M)
P1550	Equal Employment/Anti-Discrimination Practices (M)
R2200	Curriculum Content (M)
P2260	Equity in School and Classroom Practices (M)
R2260	Equity in School and Classroom Practices Complaint Procedure (M)
P2411	Guidance Counseling (M)
P3211	Code of Ethics
R5440	Honoring Student Achievement
P5570	Sportsmanship
P5750	Equitable Education Opportunity (M)
P5755	Equity in Educational Programs and Services (M) ABOLISHED
P5841	Secret Societies
P5842	Equal Access of Student Organizations
P&R6710	Vandalism
P9323	Notification of Juvenile Offender Case Disposition

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**March 20, 2024**

P&R2423	Bilingual Education (M)
P&R2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries (M)

Exhibit: D

ROLL CALL VOTE:

***Motion Carried: Yes***

Lamonte   X   Leahy   X   McDonough   X   Rutledge   X   Austin   X  

**ADDENDUM ITEMS**

**Resolution 15579-24: Approve Change Order #3 to Iron Mountain Mechanical**

On the motion of Mr. McDonough, seconded by Rachel Leahy, RESOLVED, that this Board approves change order #3 in the amount of 11,435.00 to Iron Mountain Mechanical for additional duct detectors on (6) rooftop units.

Exhibit: E

ROLL CALL VOTE:

***Motion Carried: Yes***

Lamonte   X   Leahy   X   McDonough   X   Rutledge   X   Austin   X  

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

Mr. Tierney wished congratulations and best wishes to Ms. Mai.

**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;

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**March 20, 2024**

- 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 5:46 p.m.

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

***Motion Carried: Yes***

**Upcoming Dates of Interest:**

March 28, 2024	Early Dismissal Spring Break
March 29 -April 2, 2024	Closed for Spring Break
April 17, 2024	BOE Meeting