

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**March 3, 2021**

**CALL TO ORDER**

President Austin called the meeting to order at 5:00 p.m. on Wednesday, March 3, 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  
     Mr. Rutledge-Absent  
X Ms. Warren-Arrived 5:02  
X Dr. Austin

**Adopt the Meeting Agenda**

**Resolution 14301-21:            Adopt the Meeting Agenda**

On the motion of Mr. McDonough, seconded by Dr. Lamonte, RESOLVED, that this Board adopts the Meeting Agenda for the March 3, 2021 meeting as published with any addenda.

VOICE VOTE: Yeas: 3 Nays:      Abstain:      Absent:     

***Motion Carried: Yes***

**Resolution E682-21:            Personnel, Negotiations and Legal Matters**

On the motion of Mr. McDonough, 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:
  - 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:      Abstain:      Absent:     

***Motion Carried: Yes***

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**March 3, 2021**

**Resolution E683-21: Resume Regular Session**

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

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

*Motion Carried: Yes*

**Discussion**

- **PUBLIC COMMENTS** - Related to Agenda Items Only
- **COMMUNICATIONS** -Letters received from Mr. Walter Ward
- **SUPERINTENDENT'S REPORT**
- **HIB REPORT/SUSPENSIONS**
  - Zero (0) HIB's since the last Board Meeting
  - Zero (0) Out of School Suspension since the last Board Meeting (Loss of Online Privileges)
- **BOARD PRESIDENT'S REPORT**
- **STUDENT REPRESENTATIVE REPORT**
  - Emily Smith - Class President-Ms. Smith informed the Board that the Key Club is at the end of the mask fundraiser. They are starting a collection for local nursing homes. The Military Club is putting the finishing touches on the alumni moral packages and will start mailing them out early next week. Lastly, the Student Government's virtual movie night had a good turnout.
- **BUDGET PRESENTATION-** Mr. Forsythe and Ms. Barkman
- **DISCUSS EDUCATIONAL ISSUES**-None
- **NEW BUSINESS**-None

**Minutes – Regular Meeting Minutes**

**Resolution 14302-21: Approve Board Meeting Minutes as Listed Below**

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

**Resolution 14303-21: Approve February 17, 2021 Regular Meeting Minutes**

**Resolution 14304-21: Approve February 17, 2021 Regular Meeting Executive Session Minutes**

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

*Motion Carried: Yes*

**Resolution 14303-21: Approve February 17, 2021 Regular Meeting Minutes**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the Regular Meeting Minutes of February 17, 2021.

**Resolution 14304-21: Approve February 17, 2021 Regular Meeting Executive Session Minutes**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of February 17, 2021.

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**March 3, 2021**

**FINANCE & FACILITIES**

**Resolution 14305-21: 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:

**Resolution 14306-21: Adopt a Tentative Budget for the 2021-2022 School Year**

**Resolution 14307-21: Approve Maximum Travel Expenditure for the 2021-2022 School Year**

ROLL CALL VOTE:

*Motion Carried: Yes*

Lamonte Abstain McDonough X Rutledge \_\_\_ Warren X Austin X

**Resolution 14306-21: Adopt a Tentative Budget for the 2021-2022 School Year**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this board adopts the following tentative budget for the 2021-2022 school year and approves submission to the NJ Department of Education:

County Tax Levy	\$4,239,708
Other local Sources	\$2,478,702
Revenues From State Sources	\$3,419,354
Withdraw From Capital Reserve	\$333,210
Local Grants	\$4,500
Federal Grants	\$309,985
State Grants	\$2,000
Total Revenue	\$10,787,459

Exhibit: Budget

**Resolution 14307-21: Approve Maximum Travel Expenditure for the 2021-2022 School Year**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED Warren County Technical School Board of Education approves establishing a maximum travel expenditure amount of \$ 25,000 for the 2021-2022 school year. The maximum travel expenditure amount for the 2020-2021 school year is \$ 25,000, of which, \$1,315 has been spent to date.

**PERSONNEL**

**Resolution 14308-21: Approve Personnel Resolutions as Listed Below**

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

**Resolution 14309-21: Employ Extra-Curricular Personnel for the 2020-2021 School Year**

**Resolution 14310-21: Approve Contract With Learn Well For Homeschooling Instruction**

**Resolution 14311-21: Accept Resignation of Zana Ziegler-Harbo, Guidance Counselor**

**Resolution 14312-21: Accept Resignation of Steve Daku, Facilities Director**

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**March 3, 2021**

**Resolution 14313-21:**                    **Approve Substitute Instructors for the 2020-2021 School Year**  
**Resolution 14314-21:**                    **Approve Erick E. Bowers as Guidance Counselor**

ROLL CALL VOTE: *Motion Carried: Yes*

Lamonte   X   McDonough   X   Rutledge     Warren   X   Austin   X  

**Resolution 14309-21:**                    **Employ Extra-Curricular Personnel for the 2020-2021 School Year**  
 On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board employs extra-curricular personnel for the 2020-2021 school year for the period from January 24, 2021 to June 30, 2021 as follows:

Staff	Extra-Curricular Personnel	Stipend	Staff	Extra-Curricular Personnel	Stipend
Pat Lill	Perkins Secondary Tutor	\$35.00	Brooke Cicale	Chaperone	\$35.00
Tina Giraldi	Perkins Secondary Tutor	\$35.00	Colleen Schiller	Chaperone	\$35.00
Greg Dowling	Varsity Baseball Coach	Step 4V	Carmen Pirotte	Chaperone	\$35.00
Steph Connolly	Varsity Softball Coach	Step 5V	Pam Schell	Chaperone	\$35.00
Kristen Sarte	Pitch Count	\$40/pg	Brook Cicale	Pitch Count	\$40/pg

**Resolution 14310-21:**                    **Approve Contract With Learn Well For Homeschooling Instruction**  
 On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED that this Board approves the contract between Warren County Technical School and Learn Well for Home Instruction for Student # 241284 at the hourly rate of \$51.00 plus 33% administrative and preparation time.

Exhibit: A

**Resolution 14311-21:**                    **Accept Resignation of Zana Ziegler-Harbon, Guidance Counselor**  
 On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board accepts the resignation of Zana Ziegler-Harbon, Guidance Counselor, effective April 19, 2021 or earlier by approval of Superintendent.

Exhibit: B

**Resolution 14312-21:**                    **Accept Resignation of Steve Daku, Facilities Director**  
 On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board accepts the resignation of Steve Daku, Facilities Director, effective June 30, 2021.

Exhibit: C

**Resolution 14313-21:**                    **Approve Substitute Instructors for the 2020-2021 School Year**  
 On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the following as substitute instructors for the 2020-2021 school year pending a criminal history check:

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**March 3, 2021**

John Novack

Dana C. Labonia

Jacob Kearney

**Resolution 14314-21: Approve Erick Bowers as Guidance Counselor**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves Erick E. Bowers as Guidance Counselor, Step MA3, start date to be determined, pending a criminal history check.

**ADDENDUM ITEMS**

**Resolution 14315-21: Approve Settlement Agreement**

On the motion of Mrs. Warren, seconded by Mr. McDonough, RESOLVED, that this Board approves the Settlement Agreement between it and Edmund Zalewski dated March 1, 2021; and

Be it further resolved that this Agreement is subject to the approval of the Commissioner of Education; and

Be it further resolved that the Board President and Business Administrator/Board Secretary are authorized to execute the Agreement and, once approved by the Commission of Education, to take the necessary steps to effectuate its terms.

ROLL CALL VOTE:

*Motion Carried: Yes*

Lamonte Abstain McDonough X Rutledge \_\_\_ Warren X Austin X

**Resolution 14316-21: Approve Addendum to Derrick Forsythe's Contract**

On the motion of Mrs. Warren, seconded by Mr. McDonough, RESOLVED, that this Board approves the Addendum to the

Be if further resolved that this Addendum is subject to the approval of the Executive County Superintendent; and

Be it further resolved that the Board President and Business Administrator/Board Secretary are authorized to execute the Addendum and, once approved by the County Superintendent, to take necessary steps to effectuate its terms.

ROLL CALL VOTE:

*Motion Carried: Yes*

Lamonte Abstain McDonough X Rutledge \_\_\_ Warren X Austin X

**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:

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**March 3, 2021**

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 Mr. Daku for his years of service as well as Mrs. Zana Ziegler for her service to the district. He also expressed his gratitude to the maintenance and custodial staff for their efforts of going above and beyond.**

**ADJOURNMENT**

**Adjourn the Meeting**

On the motion of Mrs. Warren, seconded by Mr. McDonough, the Board adjourned the meeting at 6:07 p.m.

**Upcoming Dates of Interest:**

March 16, 2021	Board of School Estimate Meeting – 6:00pm Belvidere
April 21, 2021	BOE Meeting
April 1, 2021	½ day Spring Recess Begins
April 2-6, 2021	School Closed for Student for Spring Break