

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
April 21, 2021

CALL TO ORDER

President Austin called the meeting to order at 5:02 p.m. on Wednesday, April 21, 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
Arrived 5:10 Mr. Rutledge
Absent Ms. Warren
X Dr. Austin

Adopt the Meeting Agenda

Resolution 14317-21: Adopt the Meeting Agenda

On the motion of Mr. McDonough, seconded by Mr. Rutledge, RESOLVED, that this Board adopts the Meeting Agenda for the April 21, 2021 meeting as published with any addenda.

VOICE VOTE: Yeas: 3 Nays: 0 Abstain: 0 Absent: 2

Motion Carried: Yes

Resolution E684-21: Personnel, Negotiations and Legal Matters

On the motion of Dr. Lamonte, seconded by Mr. McDonough, the Board moved into executive session at 5:04 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: 3 Nays: 0 Abstain: 0 Absent: 2

Motion Carried: Yes

Resolution E685-21: Resume Regular Session

On the motion of Mr. McDonough, seconded by Dr. Lamonte, 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**
- **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**
 - Mr. Pat Lilly spoke on Emily Smith's behalf. The Key Club is selling WCTS masks. They are also waiting on a wishlist from the retired firefighters. The Military Appreciation Club is running a sneaker drive. The Math Club is holding Burrito Night with the proceeds going to the Veterans program Project Healing Waters. In addition, Jeans for Troops will be implemented, charging \$5 with the proceeds going to the GI Go Fund.
- **BUSINESS ADMINISTRATOR REPORT-**

Ms. Barkman updated the board regarding the awarding of the bid for 15 Rooftop units.
- **DISCUSS EDUCATIONAL ISSUES**-None
- **NEW BUSINESS**-None

Minutes – Regular Meeting Minutes

Resolution 14318-21: Approve Board Meeting Minutes as Listed Below

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

Resolution 14319-21: Approve March 3, 2021 Regular Meeting Minutes

Resolution 14320-21: Approve March 3, 2021 Regular Meeting Executive Session Minutes

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

Motion Carried: Yes

Resolution 14319-21: Approve March 3, 2021 Regular Meeting Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Minutes of March 3, 2021.

Resolution 14320-21: Approve March 3, 2021 Regular Meeting Executive Session Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of March 3, 2021.

FINANCE & FACILITIES

Resolution 14321-21: 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:

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<u>Resolution 14322-21:</u>	Receive, Accept, and Approve March 2021 Financial Reports
<u>Resolution 14323-21:</u>	Receive, Accept, and Approve February 2021 Financial Reports
<u>Resolution 14324-21:</u>	Board of Education's Monthly Certification of Major Account/Fund Status
<u>Resolution 14325-21:</u>	Approve Payment of Bills for March 2021
<u>Resolution 14326-21:</u>	Approve Payment of Bills for April 2021
<u>Resolution 14327-21:</u>	Approve Transfers for February and March 2021
<u>Resolution 14328-21:</u>	Approve Amendment to the Cares Act for the 2020-2021 School Year
<u>Resolution 14329-21:</u>	Approve the ESEA Consolidated Grant Amendment for the 2020-2021 School Year
<u>Resolution 14330-21:</u>	Approve Submission of Perkins Secondary and Perkins Post Secondary Amendments
<u>Resolution 14331-21:</u>	Approve COVID Contract Renewal (6th Year) for Food Service Management Company Cost Reimbursable for the 2021-2022 School Year
<u>Resolution 14332-21:</u>	Approve Submission of the 2021/2022 NJSIG Safety Grant
<u>Resolution 14333-21:</u>	Award Partial Rooftop Replacement Project to Iron Mountain Mechanical LLC
<u>Resolution 14334-21:</u>	Approve Disposal of the Following Unusable Items
<u>Resolution 14335-21:</u>	Approve Disposal of One (1) Datamation Cabinet
<u>Resolution 14336-21:</u>	Approve Disposal/Removal of Electronic Equipment

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte Abstain 14328-21 & 14329-21 McDonough X Rutledge X Warren Absent Austin X

Resolution 14322-21: **Receive, Accept, and Approve March 2021 Financial Reports**
On the motion of _____, seconded by _____, RESOLVED, that the March 2021 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F1

Resolution 14323-21: **Receive, Accept, and Approve February 2021 Financial Reports**
On the motion of _____, seconded by _____, RESOLVED, that the February 2021 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F2

Resolution 14324-21: **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 April 2021, 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) 4.

Resolution 14325-21: **Approve Payment of Bills for March 2021**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for March 2021 in the amount of \$822,306.69.

Exhibit: F3

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Resolution 14326-21: **Approve Payment of Bills for April 2021**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for April 2021 in the amount of \$815,438.73.

Exhibit: F4

Resolution 14327-21: **Approve Transfers for February and March 2021**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the transfers of monies for the month of February and March 2021.

Exhibit: F5

Resolution 14328-21: **Approve Amendment to the Cares Act for the 2020-2021 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves an amendment to the Cares Act for the 2020-2021 school year, reflecting an increase in aid in the amount of \$73,772.

Exhibit: F6

Resolution 14329-21: **Approve the Amendment for the 2020-2021 ESEA Application**

On the motion of _____, seconded by _____, RESOLVED, that this Board approve Amendment for the ESEA Application during the 2020-2021 school year, reflecting an increase in the amount of \$93,748.

Exhibit: F7

Resolution 14330-21: **Approve Submission of Perkins Secondary and Perkins Post Secondary Amendments**

On the motion of _____, seconded by _____, RESOLVED, that this Board approve Amendment for the Perkins Secondary and Perkins Post Secondary State Funds for FY 2021.

Resolution 14331-21: **Approve COVID Contract Renewal (6th Year) for Food Service Management Company Cost Reimbursable for the 2021-2022 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the COVID Contract Renewal (6th Year) for Food Service Management Company Cost Reimbursable, with Maschio's Food Service, reflecting the management fee of \$9,981.25, with a breakeven guarantee for the 2021-2022 school year.

Exhibit: F8

Resolution 14332-21: **Approve Submission of the 2021/2022 NJSIG Safety Grant**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the submission of the 2021/2022 NJSIG Safety Grant in the amount of \$4,900 to be utilized for door lock upgrades.

Exhibit: F9

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Resolution 14333-21: **Award Partial Rooftop Replacement Project to Iron Mountain Mechanical LLC**
On the motion of _____, seconded by _____, RESOLVED, that this Board awards the Partial Rooftop Replacement Project to Iron Mountain Mechanical LLC based on the following:

Base Bid	\$207,635
Alternate Bid #1	\$125,985
Alternate Bid #2	<u>\$197,965</u>
	\$531,585

Capital Reserve Funds will be utilized to pay for this project. Anticipated start of project is July 2021.

Exhibit: F10

Resolution 14334-21: **Approve Disposal of the Following Unusable Items**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the disposal of the following unusable items:

Exhibit: F11

Resolution 14335-21: **Approve Disposal of One (1) Datamation Cabinet**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the disposal of one (1) datamation cabinet, approximately 18 years old which is no longer useful.

Resolution 14336-21: **Approve Disposal/Removal of Electronic Equipment**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the disposal of the following electronic equipment:

Exhibit: F12

PERSONNEL

Resolution 14337-21: **Approve Personnel Resolutions as Listed Below**
On the motion of Mr. Rutledge, seconded by Mr. McDonough, RESOLVED, that this Board approves the following personnel resolutions as listed below:

<u>Resolution 14338-21:</u>	Approve Substitute Instructors for the 2020-2021 School Year
<u>Resolution 14339-21:</u>	Approve FMLA for Employee #0551
<u>Resolution 14340-21:</u>	Approve Business Administrator's Contract for the 2021-2022 School Calendar
<u>Resolution 14341-21:</u>	Approve Movement on the WTEA Guide for Employee #0664
<u>Resolution 14342-21:</u>	Approve Buyout of Unused Sick Days for The Following Employees
<u>Resolution 14343-21:</u>	Approve Agreement between the Hunterdon County Educational Service Commission Board of Education and the Warren County Technical School District
<u>Resolution 14344-21:</u>	Approve 2021-2022 Services and Rates for Hunterdon County Educational Service Commission
<u>Resolution 14345-21:</u>	Approve Substitute School Nurse for the 2020-2021 School Year
<u>Resolution 14346-21:</u>	Approve Superintendent to Determine Summer Hours for all 12-Month Employees

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Resolution 14347-21: Approve LPN Adjunct For the 2020-2021 School Year
Resolution 14348-21: Approve Extra Curricular Position for the 2020-2021 School Year

Resolution 14349-21: Approve Summer Hours for Ray Gara, Transportation Director
Resolution 14350-21: Approve Raymond J. Mulvey as Facilities Director
Resolution 14351-21: Approve Anthony Pandorf and Matthew Cuifo as Part Time Maintenance Workers

ROLL CALL VOTE: *Motion Carried: Yes*

Lamonte Abstain 14340-21 McDonough X Rutledge X Warren Absent Austin X

Resolution 14338-21: Approve Substitute Instructors for the 2020-2021 School Year
On the motion of _____, seconded by _____, RESOLVED, that this Board approves Nancy J. Kearney as a substitute instructor for the 2020-2021 school year.

Resolution 14339-21: Approve FMLA for Employee #0551
On the motion of _____, seconded by _____, RESOLVED, that this Board approves FMLA for employee #0551 effective March 12, 2021 with an anticipated return date of May 15, 2021.

Resolution 14340-21: Approve Business Administrator's Contract for the 2021-2022 School Calendar
On the motion of _____, seconded by _____, RESOLVED that this Board approves the employment contract with Amy Barkman, Business Administrator for the 2021-2022 School Year.

Exhibit: A

Resolution 14341-21: Approve Movement on the WTEA Guide for Employee #0664
On the motion of _____, seconded by _____, RESOLVED, that this Board approves Movement on the WTEA Guide for Employee #0664 from BA15/SC30 Step 9 to BA15/SC30 Step 13 effective April 1, 2021.

Resolution 14342-21: Approve Buyout of Unused Sick Days for The Following Employees
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the buy out of sick days for the following employees: #0694, #0201, and #0068.

Resolution 14343-21: Approve Agreement between the Hunterdon County Educational Service Commission Board of Education and the Warren County Technical School District
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following contracts between the Hunterdon County Educational Services Commission Board of Education and the Board of Education of the Warren County Technical School District for the 2021-2022 school year:

- Case Manager (Learning Disabilities Teacher Consultant (LDTC) and/or School Psychologist and/or School Social Worker)
- Paraprofessionals

Exhibit: B

Resolution 14344-21: Approve 2021-2022 Services and Rates for Hunterdon County Educational Service Commission
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the 2021-2022 services and rates schedule for Hunterdon County Educational Services Commission.

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Exhibit: C

Resolution 14345-21: **Approve Substitute School Nurse for the 2020-2021 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Brianne Wheatley as a substitute school nurse for the 2020-2021 school year.

Resolution 14346-21: **Approve Superintendent to Determine Summer Hours for all 12 Month Employees**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the superintendent to determine summer hours for all 12 month employees.

Resolution 14347-21: **Approve LPN Adjunct For the 2020-2021 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Joann M. Kosiak as a Part Time LPN Adjunct for the 2020-2021 school year at an hourly rate of \$37.00.

Resolution 14348-21: **Approve Extra Curricular Position for the 2020-2021 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves extra curricular personnel for the 2020-2021 school year as follows:

Pitch Count	Will Harrigan
Pitch Count	Ray Danner
Prom Chaperone	Bob Wheatley
Prom Chaperone	Colleen Schiller

Resolution 14349-21: **Approve Summer Hours for Ray Gara, Transportation Director**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Ray Gara, to work during the summer months of 2021 for no more than 30 hours total at his per diem rate from the Perkins Grant, Perkins Apprenticeship Grant and general funds.

Resolution 14350-21: **Approve Raymond J. Mulvey as Facilities Director**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Raymond J. Mulvey as Facilities Director at a salary of \$90,000 as of July 1, 2021 pending criminal background check.

Resolution 14351-21: **Approve Anthony Pandorf and Matthew Cuifo as Part Time Maintenance Workers**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Anthony Pandorf and Matthew Cuifo as Part Time Maintenance Workers at a rate of \$15.00 per hour effective March 1, 2021 through June 30, 2021.

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EDUCATION

Resolution 14352-21: Approve Education Resolutions as Listed Below

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

- | | |
|------------------------------------|--|
| <u>Resolution 14353-21:</u> | Approve Revised School Calendar for the 2020-2021 School Year |
| <u>Resolution 14354-21:</u> | Approve School Calendar for the 2021-2022 School Year |
| <u>Resolution 14355-21:</u> | Approve Revised Student Handbook for the 2020-2021 School Year |
| <u>Resolution 14356-21:</u> | Approve the Creation of Adult Education Courses for the 2021-2022 School Year |

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte _X_ McDonough _X_ Rutledge _X_ Warren Absent Austin _X_

Resolution 14353-21: Approve Revised School Calendar for the 2020-2021 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the 2020-2021 school calendar.

Exhibit: D

Resolution 14354-21: Approve School Calendar for the 2021-2022 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the 2021-2022 school calendar.

Exhibit: E

Resolution 14355-21: Approve Revised Student Handbook for the 2020-2021 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board approves revisions to the 2020-2021 Student Handbook.

Exhibit: F

Resolution 14356-21: Approve the Creation of Adult Education Courses for the 2021-2022 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the creation of Adult Education courses, including all WCTS career areas, taught by WCTS teachers, for the 2021-2022 school year. Three (3) week courses will cost students \$120, plus materials. Six (6) week courses will cost \$240, plus materials. Twelve (12) week courses will cost \$480, plus materials.

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TRAVEL

Resolution 14357-21: Approve Staff Professional Development Resolutions as Listed Below

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

Date	Name	Description/Reason	Approx. Cost
3/16,18,23,25/2021	C. Feilbach	Welder Performance Qualifier Endorsement Seminar/Exam	\$1,005+ Mileage
April/8,15,22,29/ 2021 May/6/13/20/27/ 2021 June 28-August 3	E. Bowers N. Danner D. Mai A. Noll J. Slowick T. Giraldi B. Cicale	Breathe For Change Courses	\$5,300 + Mileage

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte Abstain McDonough X Rutledge X Warren Absent Austin X

POLICY

Resolution 14358-21: Approve Policy and Regulation Revisions as Listed Below

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

P0164.6	REMOTE PUBLIC BOARD MEETINGS DURING A DECLARED EMERGENCY (M)
P3431.1	FAMILY LEAVE ABOLISHED
P4431.1	FAMILY LEAVE ABOLISHED
P1643	FAMILY LEAVE (M)
R1642	FAMILY LEAVE (M)
P3431.3	NEW JERSEY'S FAMILY LEAVE INSURANCE PROGRAM ABOLISHED
P4431.3	NEW JERSEY'S FAMILY LEAVE INSURANCE PROGRAM ABOLISHED
P&R2415.20	EVERY STUDENT SUCCEEDS ACT (M)
P2415	EVERY STUDENT SUCCEEDS ACT (M)

Exhibit:

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ROLL CALL VOTE:

Motion Carried: Yes

Lamonte X McDonough X Rutledge X Warren Absent Austin X

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 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.

Mrs. Adrienne Stark asked about the status of joining the Skylands Conference. Mr. Tierney responded by saying the district is not allowed to pick and choose which sports enter into the conference.

Resolution E686-21: Personnel, Negotiations and Legal Matters #2

On the motion of Mr. McDonough, seconded by Mr. Rutledge, the Board moved into executive session at 5:51 p.m. by adopting the following resolution:

BE IT RESOLVED, by the Board of Education of the Warren County Technical School as follows:

- B. That the public be excluded from the attendance at a portion of this meeting for the reason that the following subject matter be discussed:
 2. Legal Update

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- 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. No action may be taken.

VOICE VOTE: Yeas: 4 Nays: 0 Abstain: 0 Absent: Mrs. Warren

Motion Carried: Yes

Resolution E687-21: Resume Regular Session

On the motion of Mr. McDonough, seconded by Mr. Rutledge, the Board reconvened into regular session at 6:21 p.m.

VOICE VOTE: Yeas: 4 Nays: 0 Abstain: 0 Absent: Mrs. Warren

Motion Carried: Yes

ADJOURNMENT

Adjourn the Meeting

On the motion of Mr. McDonough, seconded by Mr. Rutledge, the Board adjourned the meeting at 6:22 p.m.

Upcoming Dates of Interest:

May 19, 2021	Board of Education Meeting
May 31, 2021	School Closed for Memorial Day
June 16, 2021	Board of Education Meeting
June 17, 2021	Last Day of School