

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
June 16, 2021

CALL TO ORDER

President Austin called the meeting to order at 5:02 p.m. on Wednesday, June 16, 2021 via Zoom 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

 Dr. Lamonte-Absent
 X Mr. McDonough
 Mr. Rutledge-Arrived 5:40
 X Ms. Warren
 X Dr. Austin

Adopt the Meeting Agenda

Resolution 14395-21: Adopt the Meeting Agenda

On the motion of Mr. McDonough, seconded by Mrs. Warren, RESOLVED, that this Board adopts the Meeting Agenda for the June 16, 2021 meeting as published with any addenda.

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

Motion Carried: Yes

Resolution E690-21: 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:
 - 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 E691-21: Resume Regular Session

On the motion of Mr. McDonough, seconded by Dr. Austin, the Board reconvened into regular session at 5:31 p.m.

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

Motion Carried: Yes

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Discussion

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

- **COMMUNICATIONS**-None

- **SUPERINTENDENT'S REPORT**

Mr. Forsythe congratulated the (3) retirees as well as the Educator of the Year and the Educational Services Provider of the Year.

- **HIB REPORT/SUSPENSIONS**

- Two (2) HIB's since the last Board Meeting
- Two (2) Out of School Suspension since the last Board Meeting
- Zero (0) In School Suspension since the last Board Meeting

- **BOARD PRESIDENT'S REPORT**

Dr. Austin congratulated Mrs. Colabella and Mr. Greenwood. She provided an update on the sidewalk between WCTS and WCCC. WCCC is receiving funds through the Securing Our Children Bond Act.

- **STUDENT REPRESENTATIVE REPORT**

- Emily Smith - Class President-None

- **DISCUSS EDUCATIONAL ISSUES**-None

- **NEW BUSINESS**-None

Minutes – Regular Meeting Minutes

Resolution 14396-21: Approve Board Meeting Minutes as Listed Below

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

Resolution 14397-21: Approve May 19, 2021 Regular Meeting Minutes

Resolution 14398-21: Approve May 19, 2021 Regular Meeting Executive Session Minutes

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

Motion Carried: Yes

Resolution 14397-21: Approve May 19, 2021 Regular Meeting Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Minutes of May 19, 2021.

Resolution 14398-21: Approve May 19, 2021 Regular Meeting Executive Session Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of May 19, 2021.

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FINANCE & FACILITIES

Resolution 14399-21: Approve Finance & Facilities Resolutions as Listed Below

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

- Resolution 14400-21:** **Receive, Accept, and Approve May 2021 Financial Reports**
Resolution 14401-21: **Board of Education's Monthly Certification of Major Account/Fund Status**
Resolution 14402-21: **Approve Payment of Bills for June 2021**
Resolution 14403-21: **Approve Transfers for May 2021**
Resolution 14404-21: **Approve Submission of the 2021-2022 Annual Temporary Facility Form to the Department of Education**
Resolution 14405-21: **Approve the Substitute Teaching Daily Rate of \$125.00 per day effective July 1, 2021**
Resolution 14406-21: **Approve the Transfer of Current Year Surplus to a Capital Reserve**
Resolution 14407-21: **Approve Disposal of (1) Laser Etching Machine Asset Tag #01150**
Resolution 14408-21: **Approve Bus Routes for the 2021-2022 School Year**
Resolution 14409-21: **Approve Contract Between Pocono Counties Workforce Development Board (WBD) and Warren County Technical School for the period beginning July 1, 2020-1 and ending June 30, 2024**
Resolution 14410-21: **Approve Florio Perrucci Steinhardt Cappelli Tipton & Taylor LLC for General and Special Education Legal Services and Comegno Law Group P.C. for Labor Negotiations for the 2021-2022 School Year**
Resolution 14411-21: **Approve Payment #1 to Iron Mountain Mechanical LLC**

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte Abse ___ McDonough X Rutledge ___ Warren X Austin X

Resolution 14400-21: **Receive, Accept, and Approve May 2021 Financial Reports**

On the motion of _____, seconded by _____, RESOLVED, that the May 2021 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F1

Resolution 14401-21: **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 June 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-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 14402-21: **Approve Payment of Bills for June 2021**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for June 2021 in the amount of \$598,256.23.

Exhibit: F2

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Resolution 14403-21: **Approve Transfers for May 2021**

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

Exhibit: F3

Resolution 14404-21: **Approve Submission of the 2021-2022 Annual Temporary Facility Form to the Department of Education**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the 2021-2022 submission of the Annual Temporary Facility Form to the Department of Education.

Exhibit: F4

Resolution 14405-21: **Approve the Substitute Teaching Daily Rate of \$125.00 per day effective July 1, 2021**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the daily rate of substitute teaching of \$125.00 per day, effective July 1, 2021.

Resolution 14406-21: **Approve the Transfer of Current Year Surplus to a Capital Reserve**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the transfer of current years surplus to a capital reserve;

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permits a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpected appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Warren County Technical School Board of Education has determined that an amount not to exceed \$2,000,000.00 is available for such purpose of transfer;

NOW, THEREFORE, BE IT RESOLVED by the Warren County Technical School Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Resolution 14407-21: **Approve Disposal of (1) Laser Etching Machine Asset Tag #01150**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the disposal of (1) laser etching machine (caught fire) Asset Tag #01150.

Resolution 14408-21: **Approve Bus Routes for the 2021-2022 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the proposed bus routes for the 2021-2022 school year.

Exhibit: F5

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Resolution 14409-21: **Approve Contract Between Pocono Counties Workforce Development Board (WBD) and Warren County Technical School for the period beginning July 1, 2020-1 and ending June 30, 2024**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the agreement between the Pocono Counties Workforce Development Board (WBD) and the Warren County Technical School for the purpose of providing individual training account services for the period beginning July 1, 2021, and ending June 30, 2024.

Exhibit: F6

Resolution 14410-21: **Approve Florio Perrucci Steinhardt Cappelli Tipton & Taylor LLC for General and Special Education Legal Services and Comegno Law Group P.C. for Labor Negotiations for the 2021-2022 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Florio Perrucci Steinhardt Cappelli Tipton & Taylor LLC for General and Special Education Legal Services and Comegno Law Group P.C. for Labor Negotiations for the 2021-2022 School Year.

Resolution 14411-21: **Approve Payment #1 to Iron Mountain Mechanical LLC**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Payment #1 to Iron Mountain Mechanical LLC in the amount of \$15,318.75 for partial rooftop unit replacement project.

Exhibit: F7

PERSONNEL

Resolution 14412-21: **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 14413-21: **Approve Katherine Johnson as Special Education Instructor for the 2021-2022 School Year**

Resolution 14414-21: **Approve the Second School Bus Emergency Evacuation Drill Report**

Resolution 14415-21: **Approve Contract for Derrick Forsythe as Superintendent**

Resolution 14416-21: **Approve Extra Curricular Positions for the 2021-2022 School Year**

Resolution 14417-21: **Accept Resignation from Aaron Delbury, Math Instructor**

Resolution 14418-21: **Approved Diana Mai as Principal and Director of Special Services for the 2021-2022 School Year**

Resolution 14419-21: **Approve Extra Curricular Position for the Summer of 2021**

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte ___ McDonough X Rutledge ___ Warren X Austin X

Resolution 14413-21: **Approve Katherine Johnson as Special Education Instructor for the 2021-2022 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Katherine Johnson as Special Education Instructor at a Step BA/8 on the WTEA pay scale for the 2021-2022 school year.

Resolution 14414-21: **Approve the Second School Bus Emergency Evacuation Drill Report**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the second School Bus Emergency Evacuation Drill Report for the 2020-2021 school year.

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Exhibit: A

Resolution 14415-21: **Approve Contract for Derrick Forsythe as Superintendent**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves employment contract for Derrick Forsythe as Superintendent .

Exhibit: B

Resolution 14416-21: **Approve Extra Curricular Positions for the 2021-2022 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following extra curricular positions for the 2021-2022 school year:

Girls Varsity Soccer Coach	Tracy Leal
Girls JV Soccer Coach	Carmen Pirotte

Resolution 14417-21: **Accept Resignation from Aaron Delbury, Math Instructor**

On the motion of _____, seconded by _____, RESOLVED, that this Board accepts the resignation of Aaron Delbury, Math Instructor effective June 30, 2021.

Resolution 14418-21: **Approve Diana Mai as Principal and Director of Special Services for the 2021-2022 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Dian Mai as Principal for the 2021-2022 school year.

Resolution 14419-21: **Approve Extra Curricular Position for the Summer of 2021**

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

Remote Curriculum Advisor(s)	H. SanFilippo, P. Colabella, T. Shafer K. McCormick, M. Fredericks	Hourly Rate of \$35.00 as per ARP/ ESSER Grant
Edgenuity Coordinator	Erick Bowers	Hourly Rate of \$35.00 as per ARP/ESSER Grant
Summer In Person Tutoring	C. Heuneman, S. Petonak	Hourly Rate of \$35.00 as per ARP/ESSER Grant
Summer Nurse	C. Schiller & K. Gonzalez	Hourly Rate of \$35.00 as per ARP/ESSER Grant
Lead Teacher	K. McCormick	Hourly Rate of \$35.00 as per WTEA Agreement

Resolution 14420-21: **Approve Stephanie Bullock as Part Time LPN Instructor for the 2021-2022 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Stephanie Bullock as a Part Time LPN Instructor at a salary of \$30,000 for the 2021-2022 school year.

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EDUCATIONAL

Resolution 14421-21: Approve Educational Resolutions as Listed Below

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

- Resolution 14422-21: Approve LEA Plan for Safe Return to In-Person Instruction and Continuity of Services**
- Resolution 14423-21: Approve Curriculum for the 2021-2022 School Year**
- Resolution 14424-21: Approve Part Time LPN Job Description**

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte ___ McDonough X Rutledge ___ Warren X Austin X

Resolution 14422-21: Approve LEA Plan for Safe Return to In-Person Instruction and Continuity of Services

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the LEA plan for Safe Return to In-Person Instruction and Continuity of Services.

Exhibit: C

Resolution 14423-21: Approve Revised Curriculum for the 2021-2022 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following curriculum for the 2021-2022 school year:

Automotive 1, 2, 3 & 4	English 9A, 10A, 11A & 12A	Engineering 1,2,3 & 4	Art 2
Health Sciences 1,2,3 & 4	Spanish 1	Spanish 1 Honors	US 1A
US 1 Honors	Health10/Drivers Education	Health 9, 11,12	
Physical Education 9,10,11 & 12			

Exhibit: D

Resolution 14424-21: Approve Part Time LPN Job Description

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Part Time LPN job description as follows:

Exhibit: E:

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TRAVEL

Resolution 14425-21: 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:

Date	Name	Description/Reason	Approx. Cost
10/20/2021	C. Schiller	30th Annual School Health Conference - Virtual	\$200
6/20/2021	C. Pirotte	Framework for Teaching	\$195

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte ___ McDonough X Rutledge ___ Warren X Austin X

DONATION

Resolution 14426-21: Accept Donation from Denise Jesby

On the motion of Mr. McDonough, seconded by Mrs. Warren, RESOLVED, that this Board accepts a donation from Denise Jesby residing at 370 Pittstown Road, Pittstown, NJ 08867 for one (1) pedicure chair and various cosmetology supplies with an approximate value of \$1,500.

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte ___ McDonough X Rutledge ___ Warren X Austin X

ADDENDUM ITEMS

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:

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- 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.

****Dr. Austin and Mr. Forsythe congratulated Mrs. Mai on her appointment as Principal**

ADJOURNMENT

Adjourn the Meeting

On the motion of Mr. McDonough, seconded by Dr. Austin, the Board adjourned the meeting at 5:45p.m.

Upcoming Dates of Interest:

June 17, 2021 Last Day of School/Graduation