

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
June 21, 2023

CALL TO ORDER

President Austin called the meeting to order at 5:00 p.m. on Wednesday, June 21, 2023, at the Warren County Technical School, 1500 Route 57, Washington, NJ 07882, 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, 2022.

Roll Call – Board Secretary Barkman

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

Adopt the Meeting Agenda

Resolution 15235-23: Adopt the Meeting Agenda

On the motion of Mr. Rutledge, seconded by Mr. McDonough, RESOLVED, that this Board adopts the Meeting Agenda for the June 21, 2023 meeting as published with any addenda.

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

Motion Carried: Yes

Resolution E706-23: Personnel, Negotiations, and Legal Matters

On the motion of Mr. McDonough, seconded by Mr. Rutledge, 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 is excluded from attendance at a portion of this meeting for the reason that the following subject matter is discussed:
 - Legal Issues
 - Personnel
 - Superintendent's Contract
- 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 E707-23: Resume Regular Session

On the motion of Mr. McDonough, seconded by Mrs. Warren, the Board reconvened into regular session at 5:15 p.m.

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

Motion Carried: Yes

Discussion

- **PUBLIC COMMENTS** - Related to Agenda Items Only-None
- **COMMUNICATIONS**-None
- **SUPERINTENDENT'S REPORT**
 - Mr. Fosthye reported that graduation went very well and he received a lot of compliments from the parents and staff.
 - Mr. Forsythe informed the Board that there are 2 students attending the National Skills Competition
- **HIB REPORT/SUSPENSIONS**
 - One (1) HIB since last month's Board Meeting
 - Zero (0) Out of School Suspensions since last month's Board Meeting
 - One (1) In School Suspensions since last month's Board Meeting
- **BOARD PRESIDENT'S REPORT**-None
- **DISCUSS EDUCATIONAL TOPICS**-None
- **NEW BUSINESS**

Minutes – Regular Meeting Minutes

MINUTES

Resolution 15236-23: Approve Board Meeting Minutes as Listed Below

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

Resolution 15237-23: Approve May 17, 2023, Regular Meeting Minutes

Resolution 15238-23: Approve May 17, 2023, Regular Meeting Executive Session Minutes

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

Motion Carried: Yes

Resolution 15237-23: Approve May 17, 2023, Regular Meeting Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Minutes of May 17, 2023.

Resolution 15238-23: Approve May 17, 2023, Regular Meeting Executive Session Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of May 17, 2023.

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FINANCE & FACILITIES

Resolution 15239-23: Approve Finance & Facilities Resolutions as Listed Below

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

Resolution 15240-23:	Receive, Accept, and Approve May 2023 Financial Reports
Resolution 15241-23:	Board of Education's Monthly Certification of Major Account/Fund Status
Resolution 15242-23:	Approve Payment of Bills for June 2023
Resolution 15243-23:	Approve May 2023 Transfers
Resolution 15244-23:	Establish School Lunch and Breakfast Prices for the 2023-2024 School Year
Resolution 15245-23:	Approve Software License Agreement for Linkit
Resolution 15246-23:	Approve the Agreement Between ATI (Assessment Technologies Institute, L.L.C.) and the Warren County Technical School for the 2023-2024 School Year
Resolution 15247-23:	Approve the Transfer of Current Year Surplus to Reserve Accounts
Resolution 15248-23:	Approve Disposal of (3) 13" South Bend Lathes from the Engineering Department
Resolution 15249-23:	Approve the Disposal of One Broken Air Purifier Purchased with ESSER II Funds
Resolution 15250-23:	Approve Amendment to Resolution #15233-23 from the May 17, 2023 Agenda
Resolution 15251-23:	Accept Donation of \$1,500 from Flying Festivals of Warren County
Resolution 15252-23:	Approve E-Rate Service Agreement between e2e Exchange, LLC and Warren County Technical School

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte Abstain 15247 & 15250 McDonough X Rutledge X Warren X Austin X

Resolution 15240-23: Receive, Accept, and Approve May 2023 Financial Reports

On the motion of , seconded by , RESOLVED, that the May 2023 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F1

Resolution 15241-23: 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 2023, 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 15242-23: Approve Payment of Bills for June 2023

On the motion of , seconded by , RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for June 2023, in the amount of \$1,551,200.08.

Exhibit: F2

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Resolution 15243-23: **Approve May 2023 Transfers**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Transfers for May 2023.

Exhibit: F3

Resolution 15244-23: **Establish School Lunch and Breakfast Prices for the 2023-2024 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board establishes the school lunch and breakfast program prices for the 2023-2024 school year as follows:

Program		Program	
Student Lunch	\$4.00	Student Breakfast	\$2.50
Reduced Student Lunch	\$0.00	Reduced Student Breakfast	\$0.00
Adult Lunch	\$4.75	Adult Breakfast	\$3.50
Milk	\$0.60		

Resolution 15245-23: **Approve Software License Agreement for LinkIt**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Software License Agreement between the Warren County Technical School and Advanced Assessment Systems, Inc. (LinkIt) effective July 1, 2023.

Exhibit: F4

Resolution 15246-23: **Approve the Agreement Between ATI (Assessment Technologies Institute, L.L.C.) and the Warren County Technical School for the 2023-2024 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the agreement between ATI (Assessment Technologies Institute, L.L.C.) and the Warren County Technical School for the 2023-2024 school year.

Exhibit: F5

Resolution 15247-23: **Approve the Transfer of Current Year Surplus to Reserve Accounts**

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 \$2,500,000.00 may be 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

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regulations.

Resolution 15248-23: **Approve Disposal of (3) 13" South Bend Lathes from the Engineering Department**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the disposal of (3) 13" South Bend Lathes from the Engineering Department.

Resolution 15249-23: **Approve the Disposal of One Broken Air Purifier Purchased with ESSER II Funds**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the disposal of one broken air purifier purchased with ESSER II funds.

Resolution 15250-23: **Approve Amendment to Resolution #15233-23 from the May 17, 2023 Agenda**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the amendment to Resolution #15233-23 from the May 17, 2023 Agenda to approve the contract renewal of Maschio's Food Service Inc. for providing food service for the 2023/2024 school year with the following terms:

Yearly Management Fee \$11,583.24
Cost Reimbursement
Break Even Guarantee
Total Cost of Contract \$165,995.36

Exhibit: F6

Resolution 15251-23: **Accept Donation of \$1,500 from Flying Festivals of Warren County**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves a donation in the amount of \$1,500 from Flying Festivals of Warren County.

Resolution 15252-23: **Approve E-Rate Service Agreement Between e2e Exchange, LLC and Warren County Technical School**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the E-Rate Service Agreement between e2e Exchange, LLC and Warren County Technical School.

Exhibit: F7

PERSONNEL

Resolution 15253-23: **Approve Personnel Resolutions as Listed Below**
On the motion of Mr. McDonough, seconded by Mr. Rutledge, RESOLVED, that this Board approves the following personnel resolutions as listed below:

Resolution 15254-23: **Approve Extra Curricular Positions as Listed Below**
Resolution 15255-23: **Employ 12-Month Maintenance/Custodial Personnel for the 2023-2024 School Year**
Resolution 15256-23: **Approve Summer Maintenance Help from July 1, 2023, through August 28, 2023**
Resolution 15257-23: **Approve Supplemental Memorandum of Agreement Between the Warren Tech Education Association and the Warren Tech Board of Education**
Resolution 15258-23: **Approve Rae DiPialo as a Special Education Instructor for 2023-2024 School Year**
Resolution 15259-23: **Approve the Agreement Between the Law Firm of Comegno Law Group, P.C. and the Warren County Technical School**
Resolution 15260-23: **Approve Superintendent Contract for Derrick Forsythe**
Resolution 15261-23: **Approve Termination of Employee #1114 effective July 1, 2023**

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ROLL CALL VOTE:

Motion Carried: Yes

Lamonte Abstain 15257 & 15260 ___ McDonough X ___ Rutledge X ___ Warren X ___ Austin X ___

Resolution 15254-23: 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 2023-2024 school year:

Athletic Director	J. Tierney
Maintenance/Custodial Team Lead	M. Desrosiers
Gamers Club	J. Slowik
National Honor Society	K. McCormick
Peer to Peer	E. Bowers
Military Appreciation Club	P. Lilly
Robotics Club	S. McGeough, M. Vulcano - Shared Stipend
Key Club	P. Seugling
Student Government	K. Johnson
Police Explorers	R. Wheatley
Cheerleading Club	T. Shafer - N. Mutchler - Shared Stipend
Archery Club	M. Beneducci
Drama Director	S. Mabes
Skills USA	K. Wene
Yearbook 1	M. Vulcano
Yearbook 2	P. Seugling
Audio Visual Specialist	P. Seugling
Anti-Bullying Specialist	K. Sarte
Title 1 Academic Tutors (ELA, Math, Science, Special Education)	M. Herb, N. Mutchler, K. McCormick, C. Heuneman
Perkins/CTE Tutors	C. Feilbach, B. Wheatley, T. Giraldi
Spanish Tutor	N. Lara
History Tutor	C. Heuneman
Detention Proctors (X3)	K. Sarte, R. Wheatley
Weight Room Supervisor (X3)	R. Wheatley, J. Thompson

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Afterschool Chaperones (X2)	C. Schiller, R. Wheatley
Aesop Staff	A. Drescher
Substitute Caller	M.J. Schubert
Freshman Class Advisor	P. Lilly
Sophomore Class Advisor	B. Cicale
Junior Class Advisor	S. Connolly
Senior Class Advisor	K. Sarte
AM Monitor Fall (4x)	N. Lara, J. White, R. Danner, C. Shiller
AM Monitor Spring (4x)	C. Schiller, K. McCormick, R. Danner, P. Lilly
Varsity Boys Soccer Coach	C. Feilbach
Junior Varsity Boys Soccer Coach	K. Wene
Varsity Girls Soccer Coach	J. Drury
JV Girls Soccer Coach	Mary Herb
Varsity Cross Country Coach	R. Gara
JV Cross Country Coach	P. Lilly
Varsity Boys Basketball Coach	E. Bowers
JV Boys Basketball Coach	K. Wene
Varsity Girls Basketball Coach	B. Cicale
Varsity Bowling Coach	G. Dowling
JV Bowling Coach	B. Quinonnes
Varsity Baseball Coach	G. Dowling
JV Baseball Coach	J. Drury
Varsity Softball Coach	S. Connolly
JV Softball Coach	B. Cicale
Clock Operators (x3)	R. Danner, A. Drescher
Pitch Counters (2x)	C. Schiller, R. Danner
Summer Tutor Title 1	N. Mutchler, C. Heuneman, N. Danner, K. McCormick, K. Johnson, M. Fredericks, M. Herb
Summer Curriculum Writing Business Finance	M. Vulcano
Remote Curriculum Advisor	K. McCormick, T. Shafer

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Title 1	
Summer Program Coordinator Title 1	T. Shafer

Resolution 15255-23: **Employ 12-Month Maintenance/Custodial Personnel for the 2023-2024 School Year**
On the motion of _____, seconded by _____, RESOLVED that this Board employs 12-month Maintenance/Custodial Personnel for the 2023-2024 school year for the period from July 1, 2023, to June 30, 2024, as per the WTEA Agreement.

Exhibit: A

Resolution 15256-23: **Approve Summer Maintenance Help from July 1, 2023, through August 28, 2023**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves Ray Danner and Ken Wene to work as part-time Maintenance, not to exceed 25 hours per week, at \$35.00 an hour from July 1, 2023, through August 28, 2023.

Resolution 15257-23: **Approve Supplemental Memorandum of Agreement Between the Warren Tech Education Association and the Warren Tech Board of Education**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Supplemental Memorandum of Agreement Between the Warren Tech Education Association and the Warren Tech Board of Education for the years 2022-2026, expiring on June 30, 2026.

Exhibit: B

Resolution 15258-23: **Approve Rae DiPialo as a Special Education Instructor for 2023-2024 School Year**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves Rae DiPialo as a Special Education Instructor for the 2023-2024 school year at a salary of \$61,845, Step BA7, pending proper certification and criminal history clearance.

Resolution 15259-23: **Approve the Agreement Between the Law Firm of Comegno Law Group, P.C. and the Warren County Technical School**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the agreement between the law firm of Comegno Law Group, P.C. and the Warren County Technical School.

Exhibit: C

Resolution 15260-23: **Approve Superintendent Contract for Derrick Forsythe**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Superintendent contract for Derrick Forsythe effective July 1, 2023, through June 30, 2028.D

Exhibit: D

Resolution 15261-23: **Approve Termination of Employee #1114 effective July 1, 2023.**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves approve termination of employee #1114 effective July 1, 2023.

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EDUCATIONAL

Resolution 15262-23: 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:

- Resolution 15263-23:** **Approve the School Bus Evacuation Drill for the 2022-2023 School Year**
Resolution 15264-23: **Approve the Dual Credit Program Articulation Agreement Between Centenary University and Warren County Technical School for the 2023-2024 School Year**
Resolution 15265-23: **Approve Membership Resolution for the New Jersey State Interscholastic Athletic Association**

ROLL CALL VOTE: *Motion Carried: Yes*

Lamonte Abstain 15263 McDonough X Rutledge X Warren X Austin X

Resolution 15263-23: **Approve the School Bus Evacuation Drill for the 2022-2023 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the second 2022-2023 School Bus Evacuation Drill.

Exhibit: E

Resolution 15264-23: **Approve the Dual Credit Program Articulation Agreement Between Centenary University and Warren County Technical School for the 2023-2024 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Dual Credit Program Articulation Agreement between Centenary University and Warren County Technical School for the 2023-2024 school year.

Exhibit: F

Resolution 15265-23: **Approve Membership Resolution for the New Jersey State Interscholastic Athletic Association**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Membership Resolution for the New Jersey State Interscholastic Athletic Association.

Exhibit: G

POLICY

Resolution 15266-23: **Approve the Second Reading of Policy and Regulation Revisions as Listed Below**

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

P0144	BOARD MEMBER ORIENTATION AND TRAINING (R)
P&R2520	INSTRUCTIONAL SUPPLIES (M)(R)
P3217	USE OF CORPORAL PUNISHMENT (R)

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P4217	USE OF CORPORAL PUNISHMENT (R)
P5305	HEALTH SERVICES PERSONNEL (M)(R)
P&R5308	STUDENT HEALTH RECORDS (M)(R)
P&R5310	HEALTH SERVICES (M)(R)
P6112	REIMBURSEMENT OF FEDERAL AND OTHER GRANT EXPENDITURES (M)(R)
R6115.01	FEDERAL AWARDS/FUNDS INTERNAL CONTROLS - ALLOWABILITY OF COSTS (M) (NEW)
P6115.04	FEDERAL FUNDS - DUPLICATION OF BENEFITS (M)(NEW)
P6311	CONTACTS FOR GOODS OR SERVICES FUNDED BY FEDERAL GRANTS (M)(R)
P7440	SCHOOL DISTRICT SECURITY (M)(R)
P9100	PUBLIC RELATIONS (ABOLISHED)
P9140	CITIZENS ADVISORY COMMITTEES (ABOLISHED)
R9140	CITIZENS ADVISORY COMMITTEES (ABOLISHED)

Exhibit: H

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte X McDonough X Rutledge X Warren X Austin X

ADDENDUM ITEMS

Resolution 15267-23: Approve Payment #1 to Iron Mountain Mechanical, LLC

On the motion of Mrs. Warren, seconded by Mr. McDonough, RESOLVED, that this Board approves payment #1 to Iron Mountain Mechanical, LLC in the amount of \$59,446.25 for work performed on the dust collection system and the air ventilation system.

Exhibit: I

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte X McDonough X Rutledge X Warren X Austin X

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

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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.

ADJOURNMENT

Adjourn the Meeting

On the motion of Mr. Rutledge, seconded by Mrs. Warren, the Board adjourned the meeting at 5:23p.m.

Upcoming Dates of Interest:

July 19, 2023 Board of Education Meeting