

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**July 17, 2024**

**CALL TO ORDER**

President Austin called the meeting to order at 5:00 p.m. on Wednesday, July 17, 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  
A Ms. Rachel Leahy  
X Mr. McDonough  
X Mr. Rutledge  
X Dr. Austin

**Adopt the Meeting Agenda**

**Resolution 15676-24: Adopt the Meeting Agenda**

On the motion of Mr. McDonough, seconded by Mr. Rutledge, RESOLVED, that this Board adopts the Meeting Agenda for the July 17, 2024 meeting as published with any addenda.

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

***Motion Carried: Yes***

**Resolution E731-24: Personnel, Negotiations, and Legal Matters**

On the motion of Mr. McDonough, 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.

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

***Motion Carried: Yes***

**Resolution E732-24: Resume Regular Session**

On the motion of Mr. Rutledge, seconded by Dr. Lamonte, the Board reconvened into regular session at 5:22 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
- **COMMUNICATIONS**-None
- **SUPERINTENDENT'S REPORT**-Mr. Forsythe thanked the custodians and high school students for their hard work getting the school ready to open.
- **HIB REPORT/SUSPENSIONS**-None
- **BOARD PRESIDENT'S REPORT**-None
- **STUDENT REPRESENTATIVE**-None
  - Kate Martinez
- **DISCUSS EDUCATIONAL TOPICS**-None
- **NEW BUSINESS**

**MINUTES**

**Resolution 15677-24: 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 15678-24: Approve June 20, 2024, Regular Meeting Minutes**

**Resolution 15679-24: Approve June 20, 2024, Regular Meeting Executive Session Minutes**

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

*Motion Carried: Yes*

**Resolution 15678-24: Approve June 20, 2024, Regular Meeting Minutes**

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

**Resolution 15679-24: Approve June 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 June 20, 2024.

**FINANCE & FACILITIES**

**Resolution 15680-24: 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:

**Resolution 15681-24: Receive, Accept, and Approve June 2024 Financial Reports**

**Resolution 15682-24: Board of Education's Monthly Certification of Major Account/Fund Status**

**Resolution 15683-24: Approve Payment of Bills for June 21-June 30, 2024**

**Resolution 15684-24: Approve Transfers for June 2024**

**Resolution 15685-24: Amend Resolution 15651-24 to Approve the Contract Renewal of Maschio's Food**

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**Service Inc.**

**Resolution 15686-24:**                    **Approve Submission of the 2024-2025 IDEA grant to the NJ Department of Education**

**Resolution 15687-24:**                    **Approve Submission of the 2024-2025 ESEA Grant**

ROLL CALL VOTE:

***Motion Carried: Yes***

Lamonte Abstain 15686 & 15687    Leahy A McDonough X    Rutledge X    Austin X

**Resolution 15681-24:**                    **Receive, Accept, and Approve June 2024 Financial Reports**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that the June 2024 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F1

**Resolution 15682-24:**                    **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 July 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-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) 3&4.

**Resolution 15683-24:**                    **Approve Payment of Bills for June 21-June 30, 2024**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for June 21-June 30, 2024, in the amount of \$511,807.66.

Exhibit: F2

**Resolution 15684-24:**                    **Approve Transfers for June 2024**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves Transfers for June 2024.

Exhibit: F3

**Resolution 15685-24:**                    **Amend Resolution 15651-24 to Approve the Contract Renewal of Maschio's Food Service Inc.**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_ RESOLVED, that this Board approves the contract renewal of Maschio's Food Service Inc. to provide food service for the 2024/2025 school year.

Yearly Management Fee \$11,070.20

Cost Reimbursement

No Guarantee

Total Cost of the Contract \$200,070.20

**Resolution 15686-24:**                    **Approve Submission of the 2024-2025 IDEA grant to the NJ Department of Education**

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On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves submission of the 2024-2025 IDEA grant to the NJ Department of Education in the amount of \$111,741.

**Resolution 15687-24:                      Approve Submission of the 2024-2025 ESEA Grant**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the submission of the 2024-2025 ESEA Grant for the following amounts:

Title I            \$73,535  
Title II          \$10,430  
Title IV        \$10,000

**PERSONNEL**

**Resolution 15688-24:                      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 15689-24:                      Approve Colleen Law as a Science Instructor for the 2024-2025 School Year**  
**Resolution 15690-24:                      Approve Derrick Forsythe as Affirmative Officer for the 2024-2025 School Year**  
**Resolution 15691-24:                      Approve William Horn as Assistant Principal for the 2024-2025 School Year**  
**Resolution 15692-24:                      Approve Kim McCormick as a Mentor for Colleen Law**  
**Resolution 15693-24:                      Approve Job Title Administrative Secretary / Guidance And Student Services**  
**Resolution 15694-24:                      Approve Job Title Administrative Secretary / Principal & Director of Special Services**

ROLL CALL VOTE:

***Motion Carried: Yes***

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

**Resolution 15689-24:                      Approve Colleen Law as a Science Instructor for the 2024-2025 School Year**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves Colleen Law as a Science Instructor at MA+60 Step 3 for the 2024-2025 school year.

**Resolution 15690-24:                      Approve Derrick Forsythe as Affirmative Officer for the 2024-2025 School Year**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves Derrick Forsythe as Affirmative Officer for the 2024-2025 school year.

**Resolution 15691-24:                      Approve William Horn as Assistant Principal for the 2024-2025 School Year**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves William Horn as Assistant Principal for the 2024-2025 school year.

**Resolution 15692-24:                      Approve Kim McCormick as a Mentor for Colleen Law**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves Kimberly McCormick as a Mentor for Colleen Law.

**Resolution 15693-24:                      Approve Job Title Administrative Secretary / Guidance And Student Services**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the job title of Administrative Secretary/Guidance and Student Services.

Exhibit: A

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**Resolution 15694-24:**                    **Approve Job Title Administrative Secretary / Principal & Director of Special Services**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the job title of Administrative Secretary/Principal & Director of Special Services.

Exhibit: B

**POLICY-None**

**EDUCATIONAL**

**Resolution 15695-24:**                    **Approve Educational Resolution as Listed Below**

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

**Resolution 15696-24:**                    **Approve the Comprehensive Equity Plan Extension for the 2024-2025 School Year**  
**Resolution 15697-24:**                    **Approve the District Mentoring Plan for the 2024-2025 School Year**  
**Resolution 15698-24:**                    **Approve the 2024-2025 LPN Program Student Handbook**  
**Resolution 15699-24:**                    **Approve the Remote Instruction Plan for the 2024-2025 School Year**  
**Resolution 15700-24:**                    **Approve the QSAC District Improvement Plan**  
**Resolution 15701-24:**                    **Approve the Dual Credit Program Articulation Agreement Between Centenary University and Warren County Technical School for the 2024-2025 School Year**

ROLL CALL VOTE:

*Motion Carried: Yes*

Lamonte Abstain 15696, 15697, 15699, 15700 Leahy A\_\_\_ McDonough X Rutledge X Austin X

**Resolution 15696-24:**                    **Approve the Comprehensive Equity Plan Extension for the 2024-2025 School Year**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the Comprehensive Equity Plan extension for the 2024-2025 school year.

Exhibit: C

**Resolution 15697-24:**                    **Approve the District Mentoring Plan for the 2024-2025 School Year**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the District Mentoring Plan for the 2024-2025 School Year.

Exhibit: D

**Resolution 15698-24:**                    **Approve the 2024-2025 LPN Program Student Handbook**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the 2024-2025 LPN Program Student Handbook.

Exhibit: E

**Resolution 15699-24:**                    **Approve the Remote Instruction Plan for the 2024-2025 School Year**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the Remote Instruction Plan for the 2024-2025 school year.

Exhibit: F

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**Resolution 15700-24:**                    **Approve the QSAC District Improvement Plan**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the QSAC District Improvement Plan for the 2023-2024 school year.

Exhibit: G

**Resolution 15701-24:**                    **Approve the Dual Credit Program Articulation Agreement Between Centenary University and Warren County Technical School for the 2024-2025 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 2024-2025 school year.

Exhibit: H

**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.

**ADJOURNMENT**

**Adjourn the Meeting**

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On the motion of Mr. McDonough, seconded by Mr. Rutledge, the Board adjourned the meeting at 5:29 p.m.

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

***Motion Carried: Yes***

**Upcoming Dates of Interest:**

August 21, 2024    Board of Education Meeting