

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
August 21, 2024

CALL TO ORDER

President Austin called the meeting to order at 5:00 p.m. on Wednesday, August 21, 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. 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. Rutledge, seconded by Mr. McDonough, RESOLVED, that this Board adopts the Meeting Agenda for the August 21, 2024 meeting as published with any addenda.

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

Motion Carried: Yes

Resolution E733-24: Personnel, Negotiations, and Legal Matters

On the motion of Mr. Rutledge, seconded by Mr. McDonough, 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.

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

Motion Carried: Yes

Resolution E734-24: Resume Regular Session

On the motion of Mr. McDonough, seconded by Mr. Rutledge, the Board reconvened into regular session at 5:26 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**-None
- **SUPERINTENDENT'S REPORT**-Mr. Forsythe thanked the maintenance staff and student helpers for all their hard work over the summer
- **HIB REPORT/SUSPENSIONS**-None
- **BOARD PRESIDENT'S REPORT**-None
- **STUDENT REPRESENTATIVE**-None
 - Kate Martinez
- **DISCUSS EDUCATIONAL TOPICS**-Mr. Tierney reminded everyone that Freshman Orientation is next Thursday
- **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 July 17, 2024, Regular Meeting Minutes

Resolution 15679-24: Approve July 17, 2024, Regular Meeting Executive Session Minutes

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

Motion Carried: Yes

Resolution 15678-24: Approve July 17, 2024, Regular Meeting Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Minutes of July 17, 2024.

Resolution 15679-24: Approve July 17, 2024, Regular Meeting Executive Session Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of July 17, 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 July 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 August 2024

Resolution 15684-24: Establish School Lunch and Breakfast Prices for the 2024-2025 School Year

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- Resolution 15685-24:** **Approve Refusal of Title III Funds**
Resolution 15686-24: **Approve Contract with Assessment Technologies Institute, LLC**
Resolution 15687-24: **Approve The Contract Between the Warren County Technical School and the Warren Haven Rehabilitation and Nursing Center**
Resolution 15688-24: **Approve The Agreement Between WCTS and Pocono Counties WDB**

ROLL CALL VOTE: *Motion Carried: Yes*

Lamonte Abstain 15685-24 Leahy A McDonough X Rutledge X Austin X

Resolution 15681-24: **Receive, Accept, and Approve July 2024 Financial Reports**
On the motion of _____, seconded by _____, RESOLVED, that the July 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 August 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 August 2024**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for August 2024, in the amount of \$772,164.63.

Exhibit: F2

Resolution 15684-24: **Establish School Lunch and Breakfast Prices for the 2024-2025 School Year**
On the motion of _____, seconded by _____, RESOLVED, that this Board establishes the school lunch and breakfast program prices for the 2024-2025 school year as follows:

Program		Program	
Student Lunch	\$4.50	Student Breakfast	\$3.00
Reduced Student Lunch	\$0.00	Reduced Student Breakfast	\$0.00
Adult Lunch	\$5.25	Adult Breakfast	\$4.00
Milk	\$0.50		

Resolution 15685-24: **Approve Refusal of Title III Funds**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the refusal of Title III funds in the amount of \$512.00.

Resolution 15686-24: **Approve Contract with Assessment Technologies Institute, LLC**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the contract with Assessment Technologies Institute, LLC for the 2024-2025 school year.

Exhibit: F3

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Resolution 15687-24: Approve The Contract Between the Warren County Technical School and the Warren Haven Rehabilitation and Nursing Center

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the contract between the Warren County Technical School and the Warren Haven Rehabilitation and Nursing Center effective August 1, 2024.

Exhibit: F4

Resolution 15688-24: Approve The Agreement Between WCTS and Pocono Counties WDB

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the agreement between WCTS and Pocono Counties WDB for the period of July 1, 2024, and June 30, 2027.

Exhibit: F5

PERSONNEL

Resolution 15689-24: Approve Personnel Resolutions as Listed Below

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

- Resolution 15690-24: Approve the Following WTEA Job Descriptions and Sidebar as Listed Below**
- Resolution 15691-24: Approve Patricia Harper as Administrative Secretary/Principal & Director of Special Services**
- Resolution 15692-24: Approve Sharon Lentine as Administrative Secretary/Guidance and Student Services**
- Resolution 15693-24: Approve Greg Stagaard as a Part-Time Custodian**
- Resolution 15694-24: Approve Revisions to Resolution 15624-24 for Employee #0493**
- Resolution 15695-24: Approve the Following Extra Curricular Positions as Listed Below**
- Resolution 15696-24: Approve the Following as Substitute Instructors for the 2024-2025 School Year**
- Resolution 15697-24: Approve Job Description for Main Office Secretary**

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte Abstain 15690-24 Leahy A McDonough X Rutledge X Austin X

Resolution 15690-24: Approve the Following WTEA Job Descriptions and Sidebar as Listed Below

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following WTEA stipend job descriptions and sidebar:

Testing Coordinator	Stipend \$3,500
Curriculum Coordinator	Stipend \$3,500
PM/After-School Monitor	Stipend \$2,000

Exhibit: A, A.1, A.2, A.3

Resolution 15691-24: Approve Patricia Harper as Administrative Secretary/Principal & Director of Special Services

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Patricia Harper as Administrative Secretary/Principal & Director of Special Services effective September 1, 2024, through June 30, 2025.

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Exhibit: B

Resolution 15692-24: Approve Sharon Lentine as Administrative Secretary/Guidance and Student Services

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Sharon Lentine as Administrative Secretary/Guidance and Student Services effective September 1, 2024, through June 30, 2025.

Exhibit: C

Resolution 15693-24: Approve Greg Stagaard as a Part-Time Custodian

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Greg Stagaard as a Part-Time Custodian at an hourly rate of \$20.70 effective July 1, 2024.

Resolution 15694-24: Approve Amendment to Resolution 15624-24 for Employee #0493

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the amendment to Resolution_15624-24, for Employee #0493 Contract.

Exhibit: D

Resolution 15695-24: Approve the Following Extra Curricular Positions as Listed Below

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following extra-curricular positions as listed below:

Employee	Position
Kristen Sarte	Testing Coordinator
Chad Feilbach	Curriculum Coordinator, CTE Classes
Michele Vulcano-Hall	Curriculum Coordinator, Math, Science, Health/PE, and Spanish
Jasmine Slowik	Curriculum Coordinator, Language Arts, Social Studies, Business, Art, and Special Education
Ray Danner	PM Monitor (shared)
Lenore Arnold	PM Monitor (shared)

Resolution 15696-24: Approve the Following as Substitute Instructors for the 2024-2025 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following substitute instructors for the 2024-2025 school year:

Madison Barofski	Emily Bussard	Elizabeth Clark	Christine Finnegan-Menegus
Joe Greenwood	Barbara Horne	Christine Hamas	Joe Parkin
Karyn Poncin-McGrory	Lisa Russo	Matteo Russo	Margaret Seme
Jessica Simins	Garrett Szabanos	Maryanne Czarnecki	Joanne Miele

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Dana Pellegriono-Heath			
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Resolution 15697-24: Approve Job Description for Main Office Secretary

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the job description for Main Office Secretary.

Exhibit: E

EDUCATIONAL

Resolution 15698-24: Approve Educational Resolution as Listed Below

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

Resolution 15699-24: Approve the Faculty Handbook for the 2024-2025 School Year

Resolution 15700-24: Approve the Student Handbook for the 2024-2025 School Year

Resolution 15701-24: Approve the School Safety and Security Plan for the 2024-2025 School Year

Resolution 15702-24: Approve the School Professional Development Plan for the 2024-2025 School Year

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte Abstain 15701 & 15702 Leahy A McDonough X Rutledge X Austin X

Resolution 15699-24: Approve the Faculty Handbook for the 2024-2025 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Faculty Handbook for the 2024-2025 school year.

Exhibit: F

Resolution 15700-24: Approve the Student Handbook for the 2024-2025 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Student Handbook for the 2024-2025 school year.

Exhibit: G

Resolution 15701-24: Approve the School Safety and Security Plan for the 2024-2025 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the School Safety and Security Plan for the 2024-2025 school year.

Exhibit: H

Resolution 15702-24: Approve the School Professional Development Plan for the 2024-2025 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the School Professional Development Plan for the 2024-2025 school year.

Exhibit: I

ADDENDUM ITEMS -None

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PUBLIC COMMENTS – Any topic not discussed earlier. -Dr. Lamonte and Mr. McDonough welcomed everyone back to the new school year.

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

On the motion of Mr. Rutledge, seconded by Mr. McDonough, the Board adjourned the meeting at 5:36 p.m.

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

Motion Carried: Yes

Upcoming Dates of Interest:

August 27, 2024	Back to School for Teachers
August 29, 2024	Freshman Orientation
September 3, 2024	First Day of School For Students
September 18, 2024	Board of Education Meeting
September 19, 2024	Back to School Night