

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
September 20, 2023

CALL TO ORDER

President Austin called the meeting to order at 5:00 p.m. on Wednesday, September 20, 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 Dr. Austin

Adopt the Meeting Agenda

Resolution 15331-23: Adopt the Meeting Agenda

On the motion of Mr. McDonough, seconded by Mr. Rutledge, RESOLVED, that this Board adopts the Meeting Agenda for the September 20, 2023 meeting as published with any addenda.

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

Motion Carried: Yes

Resolution E713-23: 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:
 - Legal Issues
- 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: 0

Motion Carried: Yes

Resolution E714-23: Resume Regular Session

On the motion of Mr. McDonough, seconded by Mr. Rutledge, the Board reconvened into regular session at 5:30 p.m.

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

Motion Carried: Yes

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
September 20, 2023

Discussion

- **PUBLIC COMMENTS** - Related to Agenda Items Only-None
- **COMMUNICATIONS**-None
- **SUPERINTENDENT'S REPORT**-None
- **BOARD PRESIDENT'S REPORT**-None
- **DISCUSS EDUCATIONAL TOPICS**
- **NEW BUSINESS**

MINUTES

Resolution 15332-23: 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 15333-23: Approve August 16, 2023, Regular Meeting Minutes

Resolution 15334-23: Approve August 16, 2023, Regular Meeting Executive Session Minutes

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

Motion Carried: Yes

Resolution 15333-23: Approve August 16, 2023, Regular Meeting Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Minutes of August 16, 2023.

Resolution 15334-23: Approve August 16, 2023, Regular Meeting Executive Session Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of August 16, 2023.

FINANCE & FACILITIES

Resolution 15335-23: 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 15336-23: Receive, Accept, and Approve August 2023 Financial Reports

Resolution 15337-23: Board of Education's Monthly Certification of Major Account/Fund Status

Resolution 15338-23: Approve Payment of Bills for September 2023

Resolution 15339-23: Approve Transfers for July and August 2023

Resolution 15340-23: Approve Contract with Municipal Capital Lease

Resolution 15341-23: Approve the Indemnity and Trust Agreement between New Jersey Schools Insurance Group and the Warren County Technical School From 7/1/23-7/1/26

Resolution 15342-23: Approve Purchasing Manual for the 2023-2024 School Year

Resolution 15343-23: Approve Submission of the CRRSA Final Expenditure Report to the NJ Department of Education

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
September 20, 2023

- Resolution 15344-23:** **Approve The Submission of the 2023-2024 Perkins Secondary Grant Application and the Perkins Post Secondary Grant Application**
- Resolution 15345-23:** **Approve Submission of the 2023-2024 ESEA Application**
- Resolution 15346-23:** **Approve 2023-2024 School Year Tuition Reimbursement Rates**
- Resolution 15347-23:** **Approve Disposal of the Following Textbooks:**
- Resolution 15348-23:** **Approve Payment #4 to Iron Mountain Mechanical LLC**
- Resolution 15349-23:** **Approve Disposal of One (1) Broken Manikin From Health Science, No Asset Tag #**

ROLL CALL VOTE: *Motion Carried: Yes*

Lamonte Abstain 15343-15345 McDonough X Rutledge X Austin X

- Resolution 15336-23:** **Receive, Accept, and Approve August 2023 Financial Reports**
On the motion of _____, seconded by _____, RESOLVED, that the August 2023 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F1

- Resolution 15337-23:** **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 September 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 15338-23:** **Approve Payment of Bills for September 2023**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for September 2023, in the amount of \$791,132.54.

Exhibit: F2

- Resolution 15339-23:** **Approve Transfers for July and August 2023**
On the motion of _____, seconded by _____, RESOLVED that this Board approves Transfers for July and August of 2023.

Exhibit F3

- Resolution 15340-23:** **Approve Contract with Municipal Capital Lease**
On the motion of _____, seconded by _____, RESOLVED that this Board approves the Contract with Municipal Capital Lease.

Exhibit: F4

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
September 20, 2023

Resolution 15341-23: **Approve the Indemnity and Trust Agreement between New Jersey Schools Insurance Group and the Warren County Technical School From 7/1/23-7/1/26**

On the motion of _____, seconded by _____, RESOLVED that this Board approve the Indemnity and Trust Agreement between New Jersey Schools Insurance Group and the Warren County Technical School from 7/1/23-7/1/26.

Exhibit: F5

Resolution 15342-23: **Approve the Warren County Technical School Purchasing Manual for the 2023-2024 School Year**

On the motion of _____, seconded by _____, RESOLVED that this Board approve the Warren County Technical School Purchasing Manual for the 2023-2024 School Year.

Exhibit: F6

Resolution 15343-23: **Approve Submission of the CRRSA Final Expenditure Report to the NJ Department of Education**

On the motion of _____, seconded by _____, RESOLVED that this Board approve the submission of the CRRSA Final Expenditure Report to the Department of Education.

Exhibit: F7

Resolution 15344-23: **Approve The Submission of the 2023-2024 Perkins Secondary Grant Application and the Perkins Post Secondary Grant Application**

On the motion of _____, seconded by _____, RESOLVED that this Board approve the submission of the 2023-2024 Perkins Secondary Grant application in the amount of \$56,750 and Perkins Post Secondary Grant application in the amount of \$77,498.

Exhibit: F8

Resolution 15345-23: **Approve Submission of the 2023-2024 ESEA Application**

On the motion of _____, seconded by _____, RESOLVED that this Board approve the 2023-2024 ESEA application in the following amounts:

Title IA	\$72,616
Title II	\$10,975
Title IV	\$10,000

Exhibit: F9

Resolution 15346-23: **Approve 2023-2024 School Year Tuition Reimbursement Rates**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the 2023-2024 School Year Tuition Reimbursement rates.

Exhibit: F10

Resolution 15347-23: **Approve Disposal of the Following Textbooks:**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the disposal of the following textbooks:

(81) Environmental Science Textbooks that are no longer needed
ISBN 978-0-547-90401-6

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
September 20, 2023

Copyright 2013 by Houghton Mifflin Harcourt Publishing Company

(40) Modern Automotive Technology 8th Edition

ISBN 978-1-61960-3

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Resolution 15348-23: **Approve Payment #4 to Iron Mountain Mechanical LLC**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Payment #4 to Iron Mountain Mechanical LLC in the amount of \$56,278 for work on the dust collection and ventilation systems.

Exhibit: F11

Resolution 15349-23: **Approve Disposal of One (1) Broken Manikin From Health Science, No Asset Tag #**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the disposal of one (1) broken manikin from the Health Science Program, no asset tag #.

PERSONNEL

Resolution 15350-23: **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:

Resolution 15351-23: **Amend Resolution 15222-23 Dated May 17, 2023, to Read; Approve Pat Lilly / Remove Noris Lara For the Extracurricular Position of AM Fall Monitor**

Resolution 15352-23: **Approve Jessica Simins as a Cross Country Volunteer Coach**

Resolution 15353-23: **Approve Intermittent FMLA for Employee #0725**

Resolution 15354-23: **Approve Extra Curricular Positions as Listed Below**

Resolution 15354-23: **Approve Retirement for Jay Werkheiser, Science Instructor Effective June 30, 2024**

Resolution 15356-23: **Accept Retirement for Barbara Lance, Administrative Assistant to the Business Administrator, Effective January 1, 2024**

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte _X_ McDonough _X_ Rutledge _X_ Austin _X_

Resolution 15351-23: **Amend Resolution 15222-23 Dated May 17, 2023, to Read; Approve Pat Lilly/Remove Noris Lara From the Extracurricular Position of AM Fall Monitor**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the amendment to Resolution 15222-23 dated May 17, 2023, to read; Approve Pat Lilly/Remove Noris Lara from the extracurricular position of AM Fall Monitor.

Resolution 15352-23: **Approve Jessica Simins as a Cross Country Volunteer Coach**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Jessica Simins as a Cross Country Volunteer Coach for the 2023-2024 school year, pending proper certification.

Resolution 15353-23: **Approve Intermittent FMLA for Employee #0725**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves intermittent FMLA for employee #0725.

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
September 20, 2023

Resolution 15354-23: **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:

Three (3) Culinary Showcases 2023-2024 School Year	Pat Lilly, Annie Lazorchack
Title I ESEA Math Tutor	Brian Quinones
Title I ESEA English Tutor	Meghan Fredericks

Resolution 15355-23: **Approve Retirement for Jay Werkheiser, Science Instructor, Effective June 30, 2024**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the retirement of Jay Werkeiser, Science Instructor, effective June 30, 2024.

Resolution 15356-23: **Accept Retirement for Barbara Lance, Administrative Assistant to the Business Administrator, Effective January 1, 2024**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the retirement for Barbara Lance, Administrative Assistant to the Business Administrator effective January 1, 2024.

TRAVEL

Resolution 15357-23: **Approve Travel Resolutions as Listed Below**

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

Resolution 15358-23: **Approve Professional Development Travel as Listed Below**

Resolution 15359-23: **Approve Field Trips as Listed Below**

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte Abstain McDonough X Rutledge X Austin X

Resolution 15358-23: **Approve Professional Development Travel as Listed Below**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves professional development travel as listed below:

DATE	EMPLOYEE	DESTINATION	COST
10/11-15/2023	Tina Giraldi & Noreen Matias	ASCD Leadership Summit, Grapevine, TX	\$1387.88 + GSA

Resolution 15359-23: **Approve Field Trips as Listed Below**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves field trips as listed below:

DATE	TEACHER	DESTINATION	COST
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WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
September 20, 2023

9/21/2023	Chad Feilbach	Wilson Products	\$359.27 (student account for welding)
10/8/2023	Patti Seugling + Michele Vulcano	Six Flags Great Adventure	\$1,041.08 (Bus through ARP ESSER)
9/23/2023	Bob Wheatley	Thomas Stewart Park, 2023 Community Day for Greenwich	\$0
4/16/2024	Pat Lilly	Reading Terminal Market, Philadelphia	\$2,062.56 ARP ESSER Funds
9/10/2023	Bob Wheatley	Warren County 9/11 Memorial	\$0
10 26 2023	Michelle Beneducci & Tracey Leal	Peaquest Trout Hatchery	\$406.18 (Bus through ARP ESSER)

EDUCATIONAL

Resolution 15390-23: Approve Educational Resolutions as Listed Below

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

Resolution 15391-23: Approve Revised 2023-2024 Program of Study

Resolution 15392-23: Approve the Warren County Technical School Professional Development Plan (PDP) for the 2023-2024 School Year

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte Abstain 15392 McDonough X Rutledge X Austin X

Resolution 15391-23: Approve Revised 2023-2024 Program of Study

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the revised 2023-2024 Program of Study.

Exhibit: A

Resolution 15392-23: Approve the Warren County Technical School Professional Development Plan (PDP) for the 2023-2024 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Warren County Technical School Professional Development Plan (PDP) for the 2023-2024 school year.

Exhibit: B

POLICY

Resolution 15393-23: Approve Second Reading of Policy and Regulation Revisions as Listed Below

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

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
September 20, 2023

P&R 2419	SCHOOL THREAT ASSESSMENT TEAMS
P&R 1642.01	SICK LEAVE

Exhibit: C

ROLL CALL VOTE:

Motion Carried: Yes

Lamonte X McDonough X Rutledge X 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.

ADJOURNMENT

Adjourn the Meeting

On the motion of Mr. Rutledge, seconded by Mr. McDonough, the Board adjourned the meeting at 5:40p.m.

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

Motion Carried: Yes

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
September 20, 2023

Upcoming Dates of Interest:

October 9, 2023	No School for Students/County In-Service
October 18, 2023	BOE Meeting
October 27, 2023	Delayed Opening PD
October 28, 2023	Open House