

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING AGENDA**  
**January 18, 2023**

**CALL TO ORDER**

President Austin will call the meeting to order at 5:00 p.m. on Wednesday, January 18, 2023 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 7, 2022.

**Roll Call – Board Secretary Barkman**

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

**Adopt the Meeting Agenda**

**Resolution 15092-23: Adopt the Meeting Agenda**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board adopts the Meeting Agenda for the January 18, 2023 meeting as published with any addenda.

VOICE VOTE: Yeas: \_\_\_ Nays: \_\_\_ Abstain: \_\_\_ Absent: \_\_\_

*Motion Carried: Yes / No*

**Resolution E694-23: Personnel, Negotiations and Legal Matters**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board moved into executive session at \_\_\_\_\_ 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:
  - Facilities/Capitol Projects
- 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: \_\_\_ Nays: \_\_\_ Abstain: \_\_\_ Absent: \_\_\_

*Motion Carried: Yes / No*

**Resolution E695-23: Resume Regular Session**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board reconvened into regular session at \_\_\_\_\_ p.m.

VOICE VOTE: Yeas: \_\_\_ Nays: \_\_\_ Abstain: \_\_\_ Absent: \_\_\_

*Motion Carried: Yes / No*

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**Discussion**

- **PUBLIC COMMENTS** - Related to Agenda Items Only
- **COMMUNICATIONS**
- **SUPERINTENDENT'S REPORT**
- **HIB REPORT/SUSPENSIONS**
  - Zero (0) HIB's since the last Board Meeting
  - Three (3) Out of School Suspensions since the last Board Meeting
  - Three (3) In School Suspensions since the last Board Meeting
- **BOARD PRESIDENT'S REPORT**
- **STUDENT REPRESENTATIVE REPORT**
- **DISCUSS EDUCATIONAL TOPICS**
- **NEW BUSINESS**

**Minutes – Regular Meeting Minutes**

**Resolution 15093-23: Approve Board Meeting Minutes as Listed Below**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the following resolutions as listed below:

**Resolution 15094-23: Approve December 21, 2022 Regular Meeting Minutes**

**Resolution 15095-23: Approve December 21, 2022 Regular Meeting Executive Session Minutes**

VOICE VOTE: Yeas: \_\_\_ Nays: \_\_\_ Abstain: \_\_\_ Absent: \_\_\_

*Motion Carried: Yes / No*

**Resolution 15094-23: Approve December 21, 2022 Regular Meeting Minutes**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the Regular Meeting Minutes of December 21, 2022.

**Resolution 15095-23: Approve December 21, 2022 Regular Meeting Executive Session Minutes**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of December 21, 2022.

**FINANCE & FACILITIES**

**Resolution 15096-23: Approve Finance & Facilities Resolutions as Listed Below**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the following finance and facilities resolutions as listed below:

**Resolution 15097-23:**

**Receive, Accept, and Approve December 2022 Financial Reports**

**Resolution 15098-23:**

**Board of Education's Monthly Certification of Major Account/Fund Status**

**Resolution 15099-23:**

**Approve Payment of Bills for January 2023**

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- Resolution 15100-23:**            **Approve December 2022 Transfers**  
**Resolution 15101-23:**            **Approve Equipment Purchase for TV, Radio, and Digital Media with Perkins Secondary Funds for the 2022-2023 School Year**  
**Resolution 15102-23:**            **Approve Maintenance Reserve Account Withdrawal**  
**Resolution 15103-23:**            **Approve Construction Project Bid Award**

ROLL CALL VOTE: *Motion Carried: Yes / No*

Lamonte \_\_\_ McDonough \_\_\_ Rutledge \_\_\_ Warren \_\_\_ Austin \_\_\_

**Resolution 15097-23:**            **Receive, Accept, and Approve December 2022 Financial Reports**  
On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that the December 2022 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F1

**Resolution 15098-23:**            **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 January 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 15099-23**            **Approve Payment of Bills for January 2023**  
On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for January 2023 in the amount of \$1,030,241.53.

Exhibit: F2

**Resolution 15100-23:**            **Approve December 2022 Transfers**  
On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the Transfers for December, 2022.

Exhibit: F3

**Resolution 15101-23:**            **Approve Equipment Purchase for TV, Radio, and Digital Media with Perkins Secondary Funds for the 2022-2023 School Year**  
On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves equipment purchase for TV, Radio, and Digital Media with Perkins Secondary Funds for the 2022-2023 school year as follows:

- TV, Radio, and Digital Media through Perkins Secondary Funds:
  - 7 iMac CPUi8 @ \$9,793.00
  - 7 Pro Apps Bundle for Education (includes Final Cut Pro, Logic Pro, Motion, Compressor, and Main State @ \$1,399.93

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**Resolution 15102-23:            Approve Maintenance Reserve Account Withdrawal**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED that Warren County Technical School Board of Education approves a maintenance reserve withdrawal in the amount of \$100,000.

**Resolution 15103-23:            Approve Construction Project Bid Award**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED that Warren County Technical School Board of Education approves the following Construction Project Bid Award:

WHEREAS, on 1/12/23 the Warren County Technical School Board of Education conducted a public bid opening for the award of Walk-In Box Replacement which yielded the following for consideration:

Contractor: DeSapio Construction, Inc., 280 Ridge Rd., Frenchtown, NJ 08825

Base Bid \$286,159.00

No Alternate Bids

and;

WHEREAS, in accordance with the provisions of the Public Schools Contract Law, N.J.S.A. 18A:18A-1 et seq.;

NOW, THEREFORE BE IT RESOLVED, that the Warren County Technical School Board of Education award the contract for the Walk-In Box Replacement to DeSapio Construction in the total contract lump sum of \$286,159.

**PERSONNEL**

**Resolution 15104-23:            Approve Personnel Resolutions as Listed Below**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the following personnel resolutions as listed below:

**Resolution 15105-23:            Approve Revision to Resolution 14822-22**

**Resolution 15106-23:            Approve Pat Lilly for Curriculum Writing**

**Resolution 15107-23:            Approve Extra Curricular Positions as Listed Below**

**Resolution 15108-23:            Approve the Following Horizontal Movement on WTEA Guide for the 2023-2024 School Year**

**Resolution 15109-23:            Approve Tenure for Amy Barkman as Business Administrator**

**Resolution 15110-23:            Approve Sean McGeough as Engineering Instructor for the 2022-2023 School Year**

ROLL CALL VOTE:

*Motion Carried:* Yes / No

Lamonte \_\_\_ McDonough \_\_\_ Rutledge \_\_\_ Warren \_\_\_ Austin \_\_\_

**Resolution 15105-23:            Approve Revision to Resolution 14822-22**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves revising Resolution 14822-22 to reflect Brooke Cicale to be appointed to Varsity Softball Coach for the 2022-2023 school year.

**Resolution 15106-23:            Approve Pat Lilly for Curriculum Writing**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves Pat Lilly to write the curriculum for Culinary Arts I, II, III, & IV at an hourly rate of \$35.00 not to exceed 10 hours per instructional class.

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**Resolution 15107-23:                    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 2022-2023 school year:

|  |  |
|--|--|
| Testing Proctors<br>\$35.00 per hour ESSER Funds | Jennifer White, Natalie Mutchler, Brooke Cicale, Christie Heuneman,<br>Nancy Danner, Lenore Arnold, Colleen Schiller |
| JV Softball Coach                                | Kene Wene  |

**Resolution 15108-23:                    Approve the Following Horizontal Movement on WTEA Guide for the 2023-2024 School Year**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the following horizontal movement on the WTEA guide for the 2023-2024 school year, pending validation of official transcripts:

| <b>Employee</b>  | <b>2022-2023</b> | <b>2023-2024</b> |
|------------------|------------------|------------------|
| Colleen Schiller | BA               | BA+15            |
| Chad Feilbach    | SC (BA+15)       | SC (BA+30)       |
| Laura Goodell    | BA+15            | BA+30            |
| Jasmine Slowik   | BA               | MA               |

**Resolution 15109-23:                    Approve Tenure for Amy Barkman as Business Administrator**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the following:

WHEREAS, the staff members listed below will meet the requirements to attain tenure in the Warren County Technical School District who has held the Business Administrator position for a period of three consecutive calendar years;

WHEREAS, this individuals' performance has been satisfactory;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of Warren County Technical School grant tenure to them upon completing three years' service from their promotional hire date and one day in the 2022-2023 school year as per N.J.S.A. 18A:17-2.

Amy Barkman Date of Hire as Business Administrator: 1-21-2020

**Resolution 15110-23:                    Approve Sean McGeough as Engineering Instructor for the 2022-2023 School Year**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves Sean McGeough as an Engineering Instructor for the 2022-2023 school year at WTEA Guide Step 27, (MA+30) \$82,457 with an anticipated start date of February, 2023.

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**TRAVEL**

**Resolution 15111-23:      **Approve Travel Resolutions as Listed Below****

**Resolution 15112-23:      **Approve Professional Development Travel as Listed Below****

**Resolution 15113-23:      **Approve Field Trips as Listed Below****

ROLL CALL VOTE:

*Motion Carried:* Yes / No

Lamonte \_\_\_ McDonough \_\_\_ Rutledge \_\_\_ Warren \_\_\_ Austin \_\_\_

**Resolution 15112-23:      **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            |
|----------|----------------|---|-----------------|
| 2 8 2023 | Carmen Pirotte | Dr. Will Van Der Veen, Rariton Valley Community College | \$250 + Mileage |

**Resolution 15113-23:      **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 |
|-----------|-------------|---------------------------------|------|
| 1/27/2023 | L. Shanahan | Warren County Community College | \$0  |

**EDUCATIONAL**

**Resolution 15114-23:      **Approve Substitute Handbook for the 2022-2023 School Year****

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the Substitute Handbook for the 2022-2023 school year.

Exhibit: A

ROLL CALL VOTE:

*Motion Carried:* Yes / No

Lamonte \_\_\_ McDonough \_\_\_ Rutledge \_\_\_ Warren \_\_\_ Austin \_\_\_

**POLICY**

**Resolution 15115-23:      **Approve First Reading of Policy and Regulation Revisions as Listed Below****

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, RESOLVED, that this Board approves the first reading of the following policy and regulation revisions as listed below:

|       |                |
|-------|----------------|
| P0152 | BOARD OFFICERS |
|-------|----------------|

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|          |  |
|----------|--|
| P0161    | CALL, ADJOURNMENT, AND CANCELLATION                              |
| P0162    | NOTICE OF BOARD MEETINGS   |
| P&R2423  | BILINGUAL AND ESL EDUCATION (M)                                  |
| P5200    | ATTENDANCE (M)   |
| P8140    | STUDENT ENROLLMENTS (M)  |
| R8140    | ENROLLMENT ACCOUNTING (M)  |
| P&R8330  | STUDENT RECORDS (M)  |
| R8420.2  | BOMB THREATS (M)   |
| R8420.7  | LOCKDOWN PROCEDURES (M)  |
| R8420.10 | ACTIVE SHOOTER (M)   |
| P1648.11 | THE ROAD FORWARD COVID-19-HEALTH AND SAFETY (M) <b>ABOLISHED</b> |
| P1648.13 | SCHOOL EMPLOYEE VACCINATION REQUIREMENTS (M) <b>ABOLISHED</b>    |

Exhibit: B

ROLL CALL VOTE:

*Motion Carried:* Yes / No

Lamonte \_\_\_ McDonough \_\_\_ Rutledge \_\_\_ Warren \_\_\_ Austin \_\_\_

**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;

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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 \_\_\_\_\_, seconded by \_\_\_\_\_, the Board adjourned the meeting at \_\_\_\_\_ p.m.

**Upcoming Dates of Interest:**

|                   |                              |
|-------------------|------------------------------|
| February 10, 2023 | Delayed Opening for PD       |
| February 15, 2023 | Board of Education Meeting   |
| February 17, 2023 | Early Dismissal              |
| February 20, 2023 | School Closed Presidents Day |