

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
August 20, 2025

CALL TO ORDER

President Austin will call the meeting to order at 5:00 p.m. on Wednesday, August 20, 2025, 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 8, 2024.

Roll Call – Board Secretary Williams

X Dr. Austin
X Dr. Lamonte
X Ms. Leahy (5:03 pm)
X Mr. McDonough
X Dr. Mlecz

Adopt the Meeting Agenda

Resolution 16030-25: Adopt the Meeting Agenda

On the motion of Mr. McDonough, seconded by Dr. Lamonte, RESOLVED, that this Board adopts the Meeting Agenda for the August 20, 2025, meeting as published with any addenda.

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

Motion Carried: Yes

Resolution E755-25: Personnel, Negotiations, and Legal Matters

On the motion of Mr. McDonough, seconded by Dr. Lamonte, 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. 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 E756-25: Resume Regular Session

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

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

Motion Carried: Yes

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Discussion

- **PUBLIC COMMENTS** - Related to Agenda Items Only

- **COMMUNICATIONS**

- **SUPERINTENDENT'S REPORT**

- Teacher in-service begins Tuesday, August 26th, and runs through Thursday, August 28th.
 - We have fun-filled days and always try to keep these days as light as possible.
- The first day for Students is September 2nd.
- Thank you to the maintenance staff for all of your hard work this summer.

- **HIB REPORT/SUSPENSIONS**

- **BOARD PRESIDENT'S REPORT**

- Wishes everyone a fantastic start to the school year.

- **STUDENT REPRESENTATIVE**

- **DISCUSS EDUCATIONAL TOPICS**

- We are looking forward to welcoming back staff
- Freshmen Orientation is Thursday, August 28th. We are looking forward to welcoming the incoming freshmen

- **NEW BUSINESS**

MINUTES

Resolution 16031-25: Approve Board Meeting Minutes Listed Below

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

Resolution 16032-25: Approve June 18, 2025, Regular Meeting Minutes

Resolution 16033-25: Approve June 18, 2025, Regular Meeting Executive Session Minutes

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

Motion Carried: Yes

Resolution 16032-25: Approve June 18, 2025, Regular Meeting Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Minutes of June 18, 2025.

Resolution 16033-25: Approve June 18, 2025, Regular Meeting Executive Session Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of June 18, 2025.

FINANCE & FACILITIES

Resolution 16034-25: Approve Finance & Facilities Resolutions as Listed Below

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

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<u>Resolution 16035-25:</u>	Receive, Accept, and Approve June 2025 Financial Reports
<u>Resolution 16036-25:</u>	Board of Education's Monthly Certification of Major Account/Fund Status
<u>Resolution 16037-25:</u>	Approve Payment of Bills for June 19-June 30, 2025
<u>Resolution 16038-25:</u>	Approve Payment of Bills for July 01-July 16, 2025
<u>Resolution 16039-25:</u>	Approve Transfers for June 2025
<u>Resolution 16040-25:</u>	Receive, Accept, and Approve July 2025 Financial Reports
<u>Resolution 16041-25:</u>	Board of Education's Monthly Certification of Major Account/Fund Status
<u>Resolution 16042-25:</u>	Approve Payment of Bills for July 17-August 20, 2025
<u>Resolution 16043-25:</u>	Establish School Lunch and Breakfast Prices for the 2025-2026 School Year
<u>Resolution 16044-25:</u>	Approve Increase in Bid Threshold
<u>Resolution 16045-25:</u>	Approve Submission of the 2025-2026 IDEA Grant to the NJ Department of Education
<u>Resolution 16046-25:</u>	Approve Submission of the 2025-2026 ESEA Grant
<u>Resolution 16047-25:</u>	Approve Agreement with Hunterdon ESC for Public School Services
<u>Resolution 16048-25:</u>	Approve Traffic Flasher System Installation
<u>Resolution 16049-25:</u>	Approve Tuition Reimbursement Rates for the 2025-2026 School Year
<u>Resolution 16050-25:</u>	Approve Refusal of Title III Funds

ROLL CALL VOTE:

Motion Carried: Yes

Austin X Lamonte Abstain from 16045-25 and 16046-25 Leahy X McDonough X Mlecz X

Resolution 16035-25: **Receive, Accept, and Approve June 2025 Financial Reports**
On the motion of _____, seconded by _____, RESOLVED, that the June 2025 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F1

Resolution 16036-25: **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 June 2025, 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 16037-25: **Approve Payment of Bills for June 19-June 30, 2025**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for June 19-June 30, 2025, in the amount of \$485,525.82.

Exhibit: F2

Resolution 16038-25: **Approve Payment of Bills for July 01-July 16, 2025**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for July 01-July 16, 2025, in the amount of \$296,962.54.

Exhibit: F3

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Resolution 16039-25: **Approve Transfers for June 2025**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves transfers for June 2025.

Exhibit: F4

Resolution 16040-25: **Receive, Accept, and Approve July 2025 Financial Reports**

On the motion of _____, seconded by _____, RESOLVED, that the July 2025 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F5

Resolution 16041-25: **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 2025, 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 16042-25: **Approve Payment of Bills for July 17-August 20, 2025**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for July 17-August 20, 2025, in the amount of \$383,162.09.

Exhibit: F6

Resolution 16043-25: **Establish School Lunch and Breakfast Prices for the 2025-2026 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board establishes the school lunch and breakfast program prices for the 2025-2026 school year as follows:

Program		Program	
Student Lunch	\$4.75	Student Breakfast	\$3.25
Reduced Student Lunch	\$0.00	Reduced Student Breakfast	\$0.00
Adult Lunch	\$5.50	Adult Breakfast	\$4.25
Milk	\$0.50		

Resolution 16044-25: **Approve Increase in Bid Threshold**

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

WHEREAS, Donna Williams, School Business Administrator/ Board Secretary, possesses a Temporary Qualified Purchase Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$44,000 to \$53,000, effective July 1, 2025;

NOW, THEREFORE, BE IT RESOLVED that the Warren County Technical School, pursuant to N.J.S.A. 18A:18A-3 (a), establishes and sets the bid threshold amount of \$53,000 for the school district, and further authorizes the School Business Administrator/ Board Secretary, the Temporary Qualified Purchasing Agent, to award contracts, in full

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accordance with N.J.S.A 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

Furthermore, for contracts in the aggregate that are less than the bid threshold but fifteen (15%) or more of the amount, the School Business Administrator/ Board Secretary shall award contracts after soliciting at least two competitive quotations.

The School Business Administrator/ Board Secretary, pursuant to N.J.S.A 18A:18A-37 (c), is authorized to award contracts that are in the aggregate less than fifteen (15%) percent of the bid threshold without soliciting competitive quotations.

Resolution 16045-25: **Approve Submission of the 2025-2026 IDEA Grant to the NJ Department of Education**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves submission of the 2025-2026 IDEA grant to the NJ Department of Education in the amount of \$111,556.

Resolution 16046-25: **Approve Submission of the 2025-2026 ESEA Grant**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the submission of the 2025-2026 ESEA Grant for the following amounts:

Title I	\$76,681
Title II	\$11,975
Title IV	\$10.000

Resolution 16047-25: **Approve Agreement with Hunterdon ESC for Public School Services**

On the motion of _____, seconded by _____, RESOLVED that this Board approves the the agreement with Hunterdon County ESC for Public School Services for the 2025-2026 School Year.

Exhibit: F7

Resolution 16048-25: **Approve Traffic Flasher System Installation**

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

WHEREAS, a traffic condition exists at the intersection of 1500 Route 57, Washington, NJ 07882, Franklin Township, Warren County, which requires a Traffic Flasher System; and

WHEREAS, it is necessary to expedite the safe movement and conduct of pedestrian and vehicular traffic; and

WHEREAS, the State of New Jersey has indicated its willingness to have a revision to the traffic signal at said intersection; and

Meanwhile, the State of New Jersey has proposed a form of agreement pertaining to the cost of the traffic signal revision and the maintenance and operation of said traffic signal.

NOW, THEREFORE, BE IT RESOLVED that the School Board President, be and are hereby authorized to enter into an Agreement with the State of New Jersey, acting through its Commissioner of Transportation, for the purpose aforesaid, a copy of said Agreement being attached hereto and made a part hereof

BE IT FURTHER RESOLVED that the School Board President be and hereby is authorized to execute said Agreement.

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I hereby certify the foregoing to be a true copy of a resolution adopted by School Board President, at a regular meeting held on August 20, 2025.

Exhibit: F8

Resolution 16049-25: Approve Tuition Reimbursement Rates for the 2025-2026 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the 2025-2026 School Year Tuition Reimbursement rates.

Exhibit: F9

Resolution 16050-25: 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 \$323.00.

PERSONNEL

Resolution 16051-25: Approve Personnel Resolutions as Listed Below

On the motion of Mr. McDonough, seconded by Dr. Mlecz, RESOLVED, that this Board approves personnel resolutions as listed below, upon the recommendation of the Superintendent:

- Resolution 16052-25: Approve the Following as Substitute Instructors for the 2025-2026 School Year**
Resolution 16053-25: Approve the Following Teachers for an Additional Prep Period for the 2025-2026 School Year
Resolution 16054-25: Approve Joseph Greenwood as a Long-Term Substitute
Resolution 16055-25: Approve Gail Jeanne Meilinger as Part-Time LPN Administrative Assistant
Resolution 16056-25: Approve Heather Ann Del Rossi as Part-Time LPN Adjunct
Resolution 16057-25: Approve Christie Heuneman to Move Laterally on the WTEA Guide

ROLL CALL VOTE:

Motion Carried: Yes

Austin X Lamonte X Leahy X McDonough X Mlecz X

Resolution 16052-25: Approve the Following as Substitute Instructors for the 2025-2026 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following substitute instructors for the 2025-2026 school year:

Madison Barofski	Garrett Szabanos	Dana Pellegrino-Heath	Barbara Horn
Joe Greenwood	Elizabeth Clark	Margaret Seme	Joe Parkin
Karyn Poncin-McGrory	Hunter Valeo	John Ilao	Garrett Szabanos
Jessica Simins	Jennifer Seme	Erin Lowry	

Resolution 16053-25: Approve the Following Teachers for an Additional Prep Period for the 2025-2026 School Year:

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the following teachers for an additional prep period, (as per the WTEA Agreement) for the 2025-2026 school year:

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Patty Colabella

(ICS Algebra 1, ICS Algebra 2, ICS Science for the Trades, ICS World History, ICS US History I)

Kayla Dora

(ICS Biology, Fundamentals of Chem, Science for the Trades, Environmental Science, Freshman Seminar)

Mary Herb

(Resource Geometry, Resource Algebra 1, ICS Int. Algebra, Geometry ICS, US History ICS)

Resolution 16054-25: Approve Joseph Greenwood as a Long-Term Substitute

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Joseph Greenwood as a long-term substitute teacher, replacing Employee #1184, with an anticipated start date of September 19, 2025 until December 1, 2025.

Resolution 16055-25: Approve Gail Jeanne Meilinger as Part-Time LPN Administrative Assistant

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Gil Jeanne Meilinger as a part-time LPN Administrative Assistant at \$20.00 per hour no more than 15 hours per week beginning August 4, 2025.

Resolution 16056-25: Approve Heather Ann Del Rossi as Part-Time LPN Adjunct

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Heather Ann Del Rossi as a part-time LPN Adjunct at \$43.70 per hour for the 2025-2026 school year.

Resolution 16057-25: Approve Christie Heuneman to Move Laterally on the WTEA Guide

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Christie Heuneman to move laterally on the WTEA guide to step MA for the 2025-2026 school year.

TRAVEL

Resolution 16058-25: Approve the Travel Resolutions as Listed Below

On the motion of Mr. McDonough, seconded by Ms. Leahy, RESOLVED, that this Board approves the travel requests as as listed below:

Resolution 16059-25: Approve the Following Professional Development Days as Listed Below

Resolution 16060-25: Approve the Following Field Trips as Listed Below

ROLL CALL VOTE:

Motion Carried: Yes

Austin X Lamonte Abstain Leahy X McDonough X Mlecz X

Resolution 16059-25: Approve the Following Professional Development Days as Listed Below

9/7-10/15/2025	Donna Williams	Principles of Public Purchasing I - Online	\$944
10/21-12/2/2025	Donna Williams	Principles of Public Purchasing II - Online	\$944
10/7-10/16/2025	Donna Williams	Public School Purchasing/New Brunswick, NJ	\$430.04

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Resolution 16060-25: **Approve Field Trips as Listed Below**

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

9 24 2025	Chad Feilbach	Wilson Products, Easton, PA	\$247.89
10 15 2025	Chad Feilbach	Franklin Elementary School, Succasunna, NJ Construction Career Day	\$413.15
9 24 2025	Chad Feilbach	Bethlehem Steel Tour	\$247.89

EDUCATIONAL

Resolution 16061-25: **Approve Educational Resolutions as Listed Below**

On the motion of Mr. McDonough, seconded by Dr. Mlecz, RESOLVED, that this Board approves educational resolutions as listed below, upon the recommendation of the Superintendent:

Resolution 16062-25: **Approve the Faculty Handbook for the 2025-2026 School Year**

Resolution 16063-25: **Approve the Student Handbook for the 2025-2026 School Year**

Resolution 16064-25: **Approve the School Safety and Security Plan for the 2025-2026 School Year**

Resolution 16065-25: **Approve the School Professional Development Plan for the 2025-2026 School Year**

Resolution 16066-25: **Approve the School Mentoring Plan for the 2025-2026 School Year**

ROLL CALL VOTE:

Motion Carried: Yes

Austin X Lamonte Abstain 16064-25, 16065-25, and 16066-25 Leahy X McDonough X Mlecz X

Resolution 16062-25: **Approve the Faculty Handbook for the 2025-2026 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Faculty Handbook for the 2025-2026 school year.

Exhibit: A

Resolution 16063-25: **Approve the Student Handbook for the 2025-2026 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Student Handbook for the 2025-2026 school year.

Exhibit: B

Resolution 16064-25: **Approve the School Safety and Security Plan for the 2025-2026 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the School Safety and Security Plan for the 2025-2026 school year.

Exhibit: C

Resolution 16065-25: **Approve the School Professional Development Plan for the 2025-2026 School Year**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the School Professional Development Plan for the 2025-2026 school year.

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Exhibit: D

Resolution 16066-25: Approve the School Mentoring Plan for the 2025-2026 School Year

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the School Mentoring Plan for the 2025-2026 school year.

Exhibit: E

POLICY

Resolution 16067-25: Approve the First Reading of the Policy Revisions as Listed Below

On the motion of Mr. McDonough, seconded by Dr. Mlecz, RESOLVED, that this Board approves the first reading of the policy revisions as listed below:

P0173	Duties of Public School Accountant ®
P0174	Legal Services (M) ®
P0177	Professional Services (M) ®
P & R 1570	Internal Controls (M) ®
P1620	Administrative Employment Contracts (M) ®
P & R 6111	Special Education Medicaid Initiative (SEMI) Program (M) ®
P6220	Budget Preparation (M) ®
R6220	Budget Preparation ®
P0141.4	Board Member Number and Term - County Vocational School District (New)
P1636.01	Notification of Promotion, New Job, and Transfer Opportunities (New)
P1648.15	Recordkeeping for Healthcare Settings in School Buildings - Covid-19 (M) (Abolished)
P2422	Statutory Curricular Requirements (M) ®
P5339.01	Student Sun Protection (M) (New)

Exhibit: F

Discussion:

Q- Where are the policies? A- The policies listed on the agenda were attached to the agenda email. All approved policies are listed on our website. R- means it is a revised policy, M- means it is a mandatory policy, and New means it is a totally new policy that Strauss Esmay recommends.

Q- What is Strauss Esmay? A- A service that the district pays for to help revise policies. They send out alerts on changes. Strauss Esmay is one of a few services that provides policy updates for districts.

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ROLL CALL VOTE:

Motion Carried: Yes

Austin X Lamonte X Leahy X McDonough X Mlecz X

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 in duration;
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic has been heard;
4. All statements shall be directed to the presiding officer; no participant may address or question the 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 Dr. Lamonte, seconded by Dr. Mlecz, the Board adjourned the meeting at 5:44 p.m.

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

Motion Carried: Yes

Upcoming Dates of Interest:

August 26, 2025

First day back to school for teachers

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August 28, 2025	Freshman Orientation
September 2, 2025	First day of school for students
September 17, 2025	Board of Education Meeting