

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
September 17, 2025

CALL TO ORDER

President Austin will call the meeting to order at 5:00 p.m. on Wednesday, September 17, 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
A Ms. Leahy
X Mr. McDonough
X Dr. Mlecz

Adopt the Meeting Agenda

Resolution 16068-25: Adopt the Meeting Agenda

On the motion of Dr. Lamonte, seconded by Mr. McDonough, RESOLVED, that this Board adopts the Meeting Agenda for the September 17, 2025, meeting as published with any addenda.

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

Motion Carried: Yes

Resolution E757-25: Personnel, Negotiations, and Legal Matters

On the motion of Mr. McDonough, seconded by Dr. Lamonte, the Board reconvened into regular 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. 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 E758-25: Resume Regular Session

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

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

Motion Carried: Yes

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
September 17, 2025

Discussion

- **Moment of Silence for Gus Rutledge**
- **PUBLIC COMMENTS** - Related to Agenda Items Only
- **COMMUNICATIONS**
- **SUPERINTENDENT'S REPORT**
 - Mr. Rutledge was a huge supporter of Warren Tech
 - 9/11 memorial- Mr. Wheatley and the Law and Public Safety students did a phenomenal job, Commissioner Kern and other county personnel attended the memorial. Mrs. Seugling and the TV and Digital Media students helped to provide sound
 - We remain in a Boil water advisory for another 24 to 48 hours
 - We had a smooth start to the school year. Thank you to the teachers, administration, and maintenance staff
 - Back to School Night is September 18th at 6:30 pm
 - October 3rd we will have the state police helicopter land on our fields
 - Saturday, October 18th is our open house.
- **HIB REPORT/SUSPENSIONS**
- **BOARD PRESIDENT'S REPORT**
 - Would just like to wish everyone a great school year
- **STUDENT REPRESENTATIVE**
 - Student Government is hosting the 1st ever homecoming dance on October 24th, will start selling tickets within the next few weeks. Culinary is cooking most of the food for the dance
 - The 1st ever senior sunrise will be held in a few weeks. Students who attend are welcome to bring in store bought food for breakfast.
- **DISCUSS EDUCATIONAL TOPICS**
 - We are very excited for back to school night
 - Thank you to Cecilia and Student Government for all the hardwork they are putting into homecoming.
- **NEW BUSINESS**

MINUTES

Resolution 16069-25: Approve Board Meeting Minutes Listed Below

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

Resolution 16070-25: Approve August 20, 2025, Regular Meeting Minutes

Resolution 16071-25: Approve August 20, 2025, Regular Meeting Executive Session Minutes

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

Motion Carried: Yes

Resolution 16070-25: Approve August 20, 2025, Regular Meeting Minutes

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Minutes of August 20, 2025.

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
September 17, 2025

Resolution 16071-25: **Approve August 20, 2025, Regular Meeting Executive Session Minutes**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of August 20, 2025.

FINANCE & FACILITIES

Resolution 16072-25: **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:

<u>Resolution 16073-25:</u>	Receive, Accept, and Approve August 2025 Financial Reports
<u>Resolution 16074-25:</u>	Board of Education's Monthly Certification of Major Account/Fund Status
<u>Resolution 16075-25:</u>	Approve Payment of Bills for August 2025
<u>Resolution 16076-25:</u>	Approve Transfers for August 2025
<u>Resolution 16077-25:</u>	Approve ACF Greenscapes for Snow Removal for the 2025-2026 School Year
<u>Resolution 16078-25:</u>	Approve Payment #1 to Safeway Contracting, Inc

ROLL CALL VOTE: *Motion Carried: Yes*

Austin X Lamonte X Leahy Absent McDonough X Mlecz X

Resolution 16073-25: **Receive, Accept, and Approve August 2025 Financial Reports**
On the motion of _____, seconded by _____, RESOLVED, that the August 2025 financial reports of the Secretary and Treasurer be received, accepted, and approved.

Exhibit: F1

Resolution 16074-25: **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 August 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 16075-25: **Approve Payment of Bills for August 2025**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for August, 2025, in the amount of \$1,747,335.14.

Exhibit: F2

Resolution 16076-25: **Approve Transfers for August 2025**
On the motion of _____, seconded by _____, RESOLVED, that this Board approves transfers for August 2025.

Exhibit: F3

Resolution 16077-25: **Approve ACF Greenscapes for Snow Removal for the 2025-2026 School Year**

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
September 17, 2025

On the motion of _____, seconded by _____, RESOLVED, that this Board approves ACF Greenscapes for snow removal for the 2025-2026 school year at an annual cost of \$34,500.soliciting competitive quotations.

Exhibit: F4

Resolution 16078-25: Approve Payment #1 to Safeway Contracting, Inc

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Payment #1 to Safeway Contracting, Inc. in the amount of \$921,935.00 for the Partial Roof Replacement.

Exhibit: F5

PERSONNEL

Resolution 16079-25: 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:

<u>Resolution 16080-25:</u>	Approve Joe Greenwood as a Long-Term Substitute
<u>Resolution 16081-25:</u>	Approve Matt Ponczek as Chess Club Advisor
<u>Resolution 16082-25:</u>	Approve Employee #1118 for FMLA
<u>Resolution 16083-25:</u>	Approve Employee #1118 for Unpaid Leave
<u>Resolution 16084-25:</u>	Approve Employee #1192 for a Disability Leave of Absence
<u>Resolution 16085-25:</u>	Approve Employee #1192 for 5 Days of Sick Bank Use
<u>Resolution 16086-25:</u>	Rescind Resolution 15986-25 for the Following Employees
<u>Resolution 16087-25:</u>	Approve Switching of Hall Monitors for Fall and Spring
<u>Resolution 16088-25:</u>	Approve Annie Lazorchak as a Substitute Teacher

ROLL CALL VOTE:

Motion Carried: Yes

Austin X Lamonte X Leahy Absent McDonough X Mlecz X

Resolution 16080-25: 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 from Septemer 12, 2025 through approximately Decmeber 1, 2025.

Resolution 16081-25: Approve Matt Ponczek as Chess Club Advisor

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Matthew Ponczek as Chess Club Advisor for the 2025-2026 school year.

Resolution 16082-25: Approve Employee #1118 for FMLA

On the motion of _____, seconded by _____, RESOLVED, that this Board approves a leave of absence under FMLA for Employee #1118 from September 12, 2025 through approximately October 24, 2025, utilizing 10 sick days.

Resolution 16083-25: Approve Employee #1118 for Unpaid Leave

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Employee #1118 for an Unpaid Leave of Absense from September 26, 2025 through approximately October 24, 2025.

Resolution 16084-25: Approve Employee #1192 for a Disability Leave of Absence

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
September 17, 2025

On the motion of _____, seconded by _____, RESOLVED, that this Board approves a disability leave of absence for Employee #1192 from September 8, 2025 through approximately October 7, 2025.

Resolution 16085-25: Approve Employee #1192 for 5 Days of Sick Bank Use

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Employee #1192 for 5 days of Sick Bank use.

Resolution 16086-25: Rescind Resolution 15986-25 for the Following Employees

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the rescind of resolution 15986-25 for the following employees and stipend positions:

Ken Wene JV Baseball	Steff Liskowaski V Softball
----------------------	-----------------------------

Resolution 16087-25: Approve Switching of Hall Monitors for Fall and Spring

On the motion of _____, seconded by _____, RESOLVED, that this Board approves switching approved hall monitors as stated. Jennifer White will switch positions with Lana Shanahan for Fall Monitor and Spring Monitor for the 2025-2026 school year.

Resolution 16088-25: Approve Annie Lazorchak as a Substitute Teacher

On the motion of _____, seconded by _____, RESOLVED, that this Board approves Annie Lazorchak to work as a substitute teacher for only ½ days in the AM at a rate of \$77.50 (½ daily rate) for the 2025-2026 school year.

TRAVEL

Resolution 16089-25: Approve the Travel Resolutions as Listed Below

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

Resolution 16090-25: Approve the Following Professional Development Days as Listed Below

Resolution 16091-25: Approve the Following Field Trips as Listed Below

ROLL CALL VOTE:

Motion Carried: Yes

Austin X Lamonte Abstain Leahy Absent McDonough X Mlecz X

Resolution 16090-25: Approve the Following Professional Development Days as Listed Below

10-20 to 10 23-2025	Robert Cammarota	NJ School Boards, Atlantic City, NJ	\$950.03
10-20 to 10 23-2025	Donna Williams	NJ School Boards, Atlantic City, NJ	\$950.03
09-25-2025	Donna Williams	NJASBO - Green is Back meeting	\$182.98
10-20 to 10 23-2025	Anne Drescher	NJ School Boards, Atlantic City, NJ	\$950.03
10-20 to 10 23-2025	Dr. Jessica Mlecz	NJ School Boards, Atlantic City, NJ	\$950.03
09-24-2025	Kristen Sarte	TLC Quarterly Meeting, 911 Center	\$0

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
September 17, 2025

11-13-2025	Kristen Sarte	HESSA - School Counselor Training	\$0
11-18-2025	Alexis Sellers	Enhance Effective Medical Emergency Response Training/ Virtual Training	\$395
10 21-22 2025	M. Beneducci	National Science Teacher Association Convention, Princeton, NJ	\$384.82
10 2 2025	C. Feilbach	Curriculum Workshop, Allamuchy Twp. School	\$117.86
9 19 & 9 22 2025	C. Heuneman	WWII Weekend, Gettysburg, PA	\$0

Resolution 16091-25: Approve Field Trips as Listed Below

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

DATE	INSTRUCTOR	TRIP DETAILS	COST
5 21 2026	J. Slowik J. White	Pax Amicus Theater, Shakespeare's "Romeo and Juliet"	\$1,562.34
03 04 2026	K. Sarte	NJ National College Fair, Meadowlands, NJ	\$1,198.12
10 11 2025	P. Seugling	Key Club Fall Rally, Six Flags, Jackson, NJ	\$908.93

EDUCATIONAL

Resolution 16092-25: Approve the Dual Credit Program Articulation Agreement Between Centenary University and Warren County Technical School for the 2025-2026 School Year

On the motion of Mr. McDonough, seconded by Dr. Mlecz, RESOLVED, that this Board approves the Dual Credit Program Articulation Agreement Between Centenary University and Warren County Technical School for the 2025-2026 school year.

Exhibit: A

ROLL CALL VOTE:

Motion Carried: Yes

Austin X Lamonte X Leahy Absent McDonough X Mlecz X

POLICY

Resolution 16093-25: Approve the Policy Revisions as Listed Below

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

Resolution 16094-25: Approve the Second Reading of the Policy Revisions as Listed Below

Resolution 16095-25: Approve the First Reading of the Policy Revisions as Listed Below

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
September 17, 2025

ROLL CALL VOTE:

Motion Carried: Yes

Austin X Lamonte X Leahy Absent McDonough X Mlecz X

Resolution 16094-25: **Approve the Second Reading of the Policy Revisions as Listed Below**

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

Resolution 16095-25: **Approve the First Reading of the Policy Revisions as Listed Below**

On the motion of _____, seconded by _____, RESOLVED, that this Board approves the first reading of the policy revisions as listed below:

P2365	Acceptable Use of Generative Artificial Intelligence (AI)
-------	---

Exhibit: C

ADDENDUM ITEMS

PUBLIC COMMENTS – Any topic not discussed earlier.

Policy #0167- PUBLIC PARTICIPATION IN BOARD MEETINGS

WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION
1500 ROUTE 57 ~ WASHINGTON, NJ 07882
REGULAR MEETING MINUTES
September 17, 2025

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 Mr. McDonough, seconded by Dr. Mleczyk, the Board adjourned the meeting at 5:45 p.m.

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

Motion Carried: Yes

Upcoming Dates of Interest:

September 19, 2025	Back to School Night
October 15, 2025	Board of Education Meeting
October 18, 2025	Open House