

# WCSSSD *Warren County Special Services School District*

**BOARD OF EDUCATION  
MINUTES  
APRIL 26, 2022  
5:30 P.M.**

**A. CALL TO ORDER**

Mr. Delesky opened the meeting with the Call to Order at 5:34 p.m., and read the following statement:

In accordance with the provisions of the New Jersey Open Public Meeting Law, public notice of this meeting has been given by the Superintendent of Schools by posting written notice to the Daily Record and the Star Ledger and through filing written notice with the Administrator/Clerk of the Board of the County of Warren.

Flag Salute - Moment of Silence in honor of those serving in the military.

**B. ROLL CALL**

	<b>Present</b>	<b>Absent</b>		<b>Present</b>	<b>Absent</b>
Mr. Joseph Delesky	X		Ms. Sherry Koeppen	X	
Dr. Joseph Flynn	X		Mr. Brian Schubert		X
Ms. Gail Gomez		X	Dr. Rosalie Lamonte	X	
Mr. Raub Hopek		X			

**Also Present:** Mr. Jim Schlessinger, Business Administrator/Board Secretary

**C. APPROVAL OF BOARD MINUTES**

Dr. Lamonte made a motion, seconded by Ms. Koeppen, to approve the following resolutions:

1. BE IT RESOLVED, to approve the minutes of the March 29, 2022 Board of Education regular meeting. (Attachment 1)

CARRIED: 3-0-1 (Ms. Koeppen abstained) in a roll call vote.

**D. SUPERINTENDENT'S REPORT**

- ERI Class Proposal – 2022-23 school year - update
- Noted policy updates – mostly regulatory in nature
- Expressed hearty appreciation for Ms. Stephanie O’Keefe, retiring Transportation Coordinator, for her years of service and dedication to the district.

**E. COMMUNICATIONS AND ATTACHMENTS**

1. Minutes of the March 29, 2022 Regular Meeting
2. n/a (no Executive Session at March 29, 2022 meeting)
3. Check Register: March 30, 2022 – April 26, 2022
4. Treasurer’s Report, Secretary’s Report and Financials: March 2022
5. Budget Adjustments for March 2022
6. Accounts Receivable Aging Report as of April 22, 2022
7. Related Services Rates for the 2022-23 School Year
8. 2020-21 Audit Report
9. S. O’Keefe Retirement Letter
10. Policy Updates

**F. OLD BUSINESS**

**G. COMMITTEE REPORT/RECOMMENDATIONS**

Education Committee (Ms. Gomez, Dr. Flynn, Ms. Koeppen)

- Curriculum
- Personnel
- Policy

Operations Committee (Mr. Delesky, Mr. Hopek, Ms. Reitmeyer)

- Business/Finance
- Facilities
- Transportation

Ad Hoc Committee (Topics/Issues other than above as appointed by Board President)

- Negotiations - To Be Determined

Note: Board President to be contacted if committee member is unable to attend.

**H. FINANCE REPORT**

Ms. Koeppen made a motion, seconded by Dr. Lamonte, to approve the following resolutions on the recommendation of the Superintendent and School Business Administrator:

1. Approval of Check Register(s)  
BE IT RESOLVED, that the Board of Education, upon the recommendation of the School Business Administrator approves the March 30, 2022 – April 26, 2022 bill list in the amount of \$827,988.05. (Attachment 3).
2. Approval of Financial Reports  
BE IT RESOLVED, that the Board of Education, upon the recommendation of the School Business Administrator approves the Board Secretary and Treasurer Reports for the month ending March 31, 2022 (Attachment 4).

3. Acceptance of Financial Reports Certification  
BE IT RESOLVED; that the Board of Education, upon the recommendation of the School Business Administrator accepts the certification of the Board Secretary, and certifies: in compliance with NJAC 6A:23A-16.10(c), that to the best of our knowledge as of March 31, 2022, no major account or fund has been over-expended and that sufficient funds exist to meet the district’s financial obligations for the remainder of the 2021-2022 school year.
  
4. Budget Adjustments  
BE IT RESOLVED, that the Board of Education, upon the recommendation by the School Business Administrator, approves the transfer of uncommitted funds within the 2021-2022 school year budget (Attachment 5).
  
5. Related Services Rates  
BE IT RESOLVED, that the Board of Education, upon the recommendation by the School Business Administrator, approves the rate sheet for the 2022-23 school year (Attachment 7).
  
6. Safety Grant  
BE IT RESOLVED, to approve the submission of grant application for the 2022-2023 Safety Grant Program through the New Jersey Schools Insurance Group’s ERIC West Sub fund for the purpose of purchasing harnesses and car seats for students, as well as contributing towards the purchase and installation of cameras in the bus fleet, in the amount of \$2,000.00 for the period of July 1, 2022 through June 30, 2023.
  
7. Annual Comprehensive Financial Report  
BE IT RESOLVED, that the Board of Education accepts the Comprehensive Annual Financial Report, Report of Administrative Findings Financial Compliance and Performance, for the fiscal year ended June 30, 2021 as prepared by Ardito & Co., LLP (Attachment 8a and 8b).

CARRIED: 4-0-0 in a roll call vote

**I. STATISTICAL REPORT**

No report.

**J. PERSONNEL RECOMMENDATIONS**

Dr. Lamonte made a motion, seconded by Ms. Koeppen, to approve the following resolutions on the recommendation of the Superintendent and School Business Administrator:

1. RESOLVED, to approve the following new hires, appointments, terminations:

<b>ID</b>	<b>Name</b>	<b>Position</b>	<b>Action</b>	<b>Eff. Date</b>	<b>Salary</b>
a	O’Keefe, Stephanie	Transportation Coordinator	Retirement	7/1/2022	n/a

BE IT FURTHER RESOLVED, that the Board accepts the retirement of Ms. O’Keefe with tremendous appreciation for her years of service and contributions to the District (Attachment 9).

CARRIED: 4-0-0 in a roll call vote and with thanks by all board members present for Ms. O’Keefe’s service.

**K. PROFESSIONAL DEVELOPMENT**  
None.

**L. CLASSROOM FIELD TRIPS**  
There are no classroom programs for the 2021-22 school year.

**M. MISCELLANEOUS RECOMMENDATIONS**  
Ms. Koeppen made a motion, seconded by Dr. Lamonte, to approve the following resolutions on the recommendation of the Superintendent and School Business Administrator:

1. RESOLVED, to approve the following policies for first reading (Attachment 10):

<b>Policy #</b>	<b>Reason</b>	<b>Policy Title</b>
P 1648.15	New	Recordkeeping For Healthcare Settings In School Buildings – Covid-19
P 2415.05	Revised	Student Surveys, Analysis, and/or Evaluations, Examinations, Testing, Or Treatment
P 5512	Revised	Harassment, Intimidation, And Bullying
P 8420	Revised	Emergency and Crisis Situations
P 8465	Revised	Bias Crimes and Bias-Related Acts
P 9320	Revised	Cooperation With Law Enforcement Agencies
P 9560	Revised	Administration Of School Surveys
R 2460.30	New	Additional/Compensatory Special Education and Related Services
R 8645	Revised	Bias Crimes and Bias-Related Acts

CARRIED: 4-0-0 in a roll call vote.

**N. TRANSPORTATION RECOMMENDATIONS**  
Ms. Koeppen made a motion, seconded by Dr. Flynn, to approve the following resolutions on the recommendation of the Superintendent and School Business Administrator:

1. RESOLVED, to approve a transportation contract with KRAPF SCHOOL BUS-NJN, INC, WASHINGTON Terminal for the 2022-2023 School Year as follows

Board of Education of:		WARREN COUNTY SPECIAL SERVICES S.D.		Multi-Contract or Route #:	KRAPF 202122 1	Bid Number:	202122 1	Renewal Number:	1	Contract Period:	From SEPTEMBER 1, 2022 to JUNE 30, 2023	Total Renewal Contract Amount:	\$ 459,118.80	
Contractor Name:		KRAPF SCHOOL BUS-NJN, INC		Terminal Location:	WASHINGTON	Contractor Code:		E528						
(A) Route Number	(B) Destination	(C) School Type 1 Public 2 NP 3 PSD 4 Charter	(D) Arrival Time	(E) Departure Time	(F) Per Diem Renewal Contract Amount	(G) # Days	(H) Annual Renewal Contract Amount	(I) Per Diem Aide Amount	(J) Cost Represents # of Aides	(K) # Aide Days	(L) Inc/Dec Provision	(M) N.J.S.A 18A:39-3 Extension	(N) Total Per Diem Renewal Amount per Route	(O) Total Renewal Contract Amount per Route (contract, aide and extension)
GMR RED	GREAT MEADOWS MIDDLE SCHOOL	1	7:55AM	2:30PM	178.78	180			0	0	1.25	3.41	\$ 182.19	\$ 32,794.20
CENT RED	CENTRAL SCHOOL	1	8:45AM	3:20PM	178.78	180			0	0	1.25	3.41	\$ 182.19	\$ 32,794.20
GMR BLUE	GREAT MEADOWS MIDDLE SCHOOL	1	7:55AM	2:30PM	178.78	180			0	0	1.25	3.41	\$ 182.19	\$ 32,794.20
CENT BLUE	CENTRAL SCHOOL	1	8:45AM	3:20PM	178.78	180			0	0	1.25	3.41	\$ 182.19	\$ 32,794.20
GMR GREEN	GREAT MEADOWS MIDDLE SCHOOL	1	7:55AM	2:30PM	178.78	180			0	0	1.25	3.41	\$ 182.19	\$ 32,794.20
CENT GREEN	CENTRAL SCHOOL	1	8:45AM	3:20PM	178.78	180			0	0	1.25	3.41	\$ 182.19	\$ 32,794.20
GMR PURPLE	GREAT MEADOWS MIDDLE SCHOOL	1	7:55AM	2:30PM	178.78	180			0	0	1.25	3.41	\$ 182.19	\$ 32,794.20
CENT PURPLE	CENTRAL SCHOOL	1	8:45AM	3:20PM	178.78	180			0	0	1.25	3.41	\$ 182.19	\$ 32,794.20
GMR ORANGE	GREAT MEADOWS MIDDLE SCHOOL	1	7:55AM	2:30PM	178.78	180			0	0	1.25	3.41	\$ 182.19	\$ 32,794.20
CENT ORANGE	CENTRAL SCHOOL	1	8:45AM	3:20PM	178.78	180			0	0	1.25	3.41	\$ 182.19	\$ 32,794.20
GMR PINK	GREAT MEADOWS MIDDLE SCHOOL	1	7:55AM	2:30PM	178.78	180			0	0	1.25	3.41	\$ 182.19	\$ 32,794.20
CENT PINK	CENTRAL SCHOOL	1	8:45AM	3:20PM	178.78	180			0	0	1.25	3.41	\$ 182.19	\$ 32,794.20
GMR GOLD	GREAT MEADOWS MIDDLE SCHOOL	1	7:55AM	2:30PM	178.78	180			0	0	1.25	3.41	\$ 182.19	\$ 32,794.20
CENT GOLD	CENTRAL SCHOOL	1	8:45AM	3:20PM	178.78	180			0	0	1.25	3.41	\$ 182.19	\$ 32,794.20

2. RESOLVED, to approve the resolution to participate in a Joint Transportation Agreement for the 2022-2023 school year with the Sussex County Regional Cooperative.

CARRIED: 3-0-1 (Dr. Lamonte abstained)

**O. SUSPENSIONS**

No action.

**P. HARASSMENT, INTIMIDATION AND BULLYING**

No action.

**Q. NEW BUSINESS**

No action

**R. PUBLIC INPUT**

- None

**S. EXECUTIVE SESSION (if needed)**

None.

**T. FUTURE MEETINGS**

- May 31, 2022 (regular meeting)
- July 12, 2022 (reorganization)

**U. ADJOURNMENT**

Ms. Koeppen made a motion, seconded by Dr. Flynn, to adjourn the meeting at 5:59 pm.

CARRIED: 4-0-0 in a voice vote.

THE WARREN COUNTY SPECIAL SERVICES SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER. THE DISTRICT'S EMPLOYMENT PRACTICES DO NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, CREED, RELIGION, SEX, ANCESTRY, NATIONAL/ETHNIC ORIGIN, SOCIAL/ECONOMIC STATUS OR THE BASIS OF AN APPLICANT'S STATUS AS A HANDICAPPED PERSON, AS IS REQUIRED BY TITLE IX OF THE EDUCATIONAL AMENDMENTS OF 1972, N.J.A.C. 6.4-1.1 AND THE REHABILITATION ACT OF 1973. INQUIRIES REGARDING COMPLIANCE MAY BE DIRECTED TO THE SUPERINTENDENT OR AFFIRMATIVE ACTION OFFICER AT (908) 223-7275.