



## MIDDLESEX COUNTY MAGNET SCHOOLS BOARD OF EDUCATION

**Business/Public Meeting Minutes | June 25, 2025 | 7:00 p.m.**

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**Mr. Jones, Board President called the meeting to order at 7:00 pm.**

**Dr. Howe, called the roll:**

**Present:** Mr. Jones and Ms. Czarneski.  
Mr. Anderson who participated telephonically.

**Absent:** Mrs. Faustini & Mr. Tartara

**Also Present:** Mr. Diaz, Superintendent, Dr. Howe, Board Secretary/Business Administrator of Operations, Mr. Bicsko, Assistant Superintendent, and Ms. Noble McDonnell, Board Attorney

### **Reading of Public Notice**

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the Open Public Meetings Law, the public notice of this meeting which included the time, date and location, was dispensed in the following manner:

- Posted on the bulletin board reserved for announcements in the Board Office, 112 Rues Lane, East Brunswick, NJ.
- Advertised in the Home News Tribune and the Courier News on November 20, 2024.
- Posted on the Middlesex County Magnet Schools website ([www.mcmsnj.net](http://www.mcmsnj.net)) on November 14, 2024.
- Mailed to the five (5) duly appointed Board Members.

### **Correspondence**

None

### **Presentations/Announcements**

None

## **MINUTES**

### **1. ACCEPTANCE OF MINUTES**

May 22, 2025

Business-Public Meeting ([Minutes 5.22.2025](#))

## **POLICY ITEMS**

### **2. APPROVE 2nd READING OF POLICY & REGULATION**

That the Board of Education approves the 2nd reading of the following policy and regulation, as recommended by the Superintendent of Schools.

- [Policy 2365 Acceptable Use of Generative Artificial Intelligence \(AI\)](#)
- [Regulation 2365 Acceptable Use of Generative Artificial Intelligence \(AI\)](#)

That the Board of Education hereby approves submission of the three-year Comprehensive Equity Plan (CEP), as recommended by the Superintendent. ([Attachment](#))

#### 4. APPROVE/PERSONNEL ITEMS

That the Board of Education approves the following personnel actions, as recommended by the Superintendent of Schools.

A. Resignations and Retirements							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Sarah Rubin	Resignation	Supervisor of Curriculum & Instruction	CO	N/A	N/A	8/8/25	N/A

B. Leaves of Absence							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Lea Anello	FMLA-unpaid (3-4 times a month)	Teacher of Theatre Arts	EB	N/A	N/A	6/5/25	N/A
MariaChristina Mercogliano	NJFLA unpaid (Baby Bonding)	Teacher of Culinary Arts	EB	N/A	N/A	9/2/25	12/8/25
Mary Yousef	Extended Unpaid Maternity Leave	School Psychologist	PI	N/A	N/A	9/1/25	8/31/26

C. Appointments/New Hires							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Rachel Brooks	New Hire	Teacher of Artificial Intelligence	EB	\$71,717	E-1-9	9/1/25	6/30/26
Jenna Devincenzo	New Hire	Per Diem Hourly Bus Driver	CO	\$35/hr.	N/A	7/1/25	6/30/26
Blanca Lilian Henriquez Garcia	New Hire	Custodian	EB	\$43,898	1	7/1/25	6/30/26
Zach Levine	New Hire	Director of Adult Education	CO	\$130,000	N/A	7/1/25	6/30/26

D. Transfers/Salary Changes							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
N/A							

<b>E. Extracurricular / Extra Pay - Athletic</b>	
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Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Michael Maring	Sports - Soccer	Varsity Boys Soccer Coach	EB	\$7,650	N/A	6/26/25	6/30/26
Brian Caulfield	Sports - Soccer	Junior Varsity Boys Soccer Coach	EB	\$5,550	N/A	6/26/25	6/30/26
Mary Child	Sports - Soccer	Varsity Girls Soccer Coach	EB	\$7,650	N/A	6/26/25	6/30/26
Deanna Petersen	Sports - Soccer	Junior Varsity Girls Soccer Coach	EB	\$5,550	N/A	6/26/25	6/30/26
James McCloskey	Sports - Cross Country	Varsity Boys Cross Country Coach	EB	\$7,650	N/A	6/26/25	6/30/26
Connor Gillis	Sports - Cross Country	Junior Varsity Boys Cross Country Coach	EB	\$5,550	N/A	6/26/25	6/30/26
Carlos Baltodano	Sports - Soccer	Varsity Boys Soccer Coach	PA	\$7,650	N/A	6/26/25	6/30/26
Cody O'Connor	Sports - Soccer	Junior Varsity Boys Soccer Coach	PA	\$5,550	N/A	6/26/25	6/30/26
Stephen Moir	Sports - Soccer	Varsity Girls Soccer Coach	PA	\$7,650	N/A	6/26/25	6/30/26
Yadelin Vargas-Ramos	Sports - Soccer	Junior Varsity Girls Soccer Coach	PA	\$5,550	N/A	6/26/25	6/30/26
Rodney Vani	Sports - Soccer	Varsity Boys Soccer Coach	PI	\$7,650	N/A	6/26/25	6/30/26
Scott Modzelewski	Sports - Soccer	Varsity Boys Soccer Coach	WA	\$7,650	N/A	6/26/25	6/30/26
James Fox	Sports - Tennis	Varsity Girls Tennis Coach	WA	\$7,650	N/A	6/26/25	6/30/26
Robert Gardella	Sports - Tennis	Junior Varsity Girls Tennis Coach	WA	\$5,550	N/a	6/26/25	6/30/26
Kathy McNulty	Sports - Soccer	Varsity Boys Soccer Coach	EA	\$7,650	N/A	6/26/25	6/30/26
Joseph Leonardis	Sports - Soccer	Junior Varsity Boys Soccer Coach	EA	\$5,550	N/A	6/26/25	6/30/26
Wallace Smith	Sports - Tennis	Varsity Girls Tennis Coach	EA	\$7,650	N/A	6/26/25	6/30/26
Glen Foli	Sports - Tennis	Junior Varsity Girls Tennis Coach	EA	\$5,550	N/A	6/26/25	6/30/26
James Luginsland	Sports - Soccer	Volunteer Assistant Coach	PA	N/A	N/A	6/26/25	6/30/26
Ronnie (Mike) Daniel	Sports - Soccer	Volunteer Assistant Coach	PA	N/A	N/A	6/26/25	6/30/26

\*Salaries to be adjusted for 2025/2026 school year pursuant to the negotiated collective bargaining agreement without further action by the Board.

F. Extracurricular / Extra Pay - Non-Athletic							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Jennifer Rastelli	Summer Employment (Rescind)	Summer IEP Meeting - Teacher (Days working: 7/23-7/24, 7/29-7/31)	EB	\$42/hr.	N/A	N/A	N/A
Lauren Pulgarin	Summer Employment	Summer IEP Meeting - Teacher (Days working: 7/23-7/24, 7/29-7/31)	EB	\$42/hr.	N/A	N/A	N/A
Kylie Naylor	Case IAB Field Test	Agriscience Instructor	EB	\$42/hr. (40 hrs.)	N/A	7/21/25	7/24/25

Andy Greatorex	AP Summer Institute Music Theory - Rutgers	Music Teacher	EB	\$42/hr. (30 hrs.)	N/A	7/14/25	7/17/25
Kenneth Colavito	Maintaining ASE Certification	Automotive Repair Instructor	EB	\$42/hr. (20 hours)	N/A	7/1/25	6/30/26
Paul Dombrowski	Maintaining ASE Certification	Automotive Repair Instructor	EB	\$42/hr. (20 hrs.)	N/A	7/1/25	6/30/26
Peter Florczak	Maintaining ASE Certification	Automotive Repair Instructor	PI	\$42/hr. (20 hrs.)	N/A	7/1/25	6/30/26
Michael McKinney	Maintaining ASE Certification	Automotive Repair Instructor	PI	\$42/hr. (20 hrs.)	N/A	7/1/25	6/30/26
Michael Perpente	Maintaining ASE Certification	Automotive Repair Instructor	PA	\$42/hr. (20 hrs.)	N/A	7/1/25	6/30/26
Nicole Southern	Summer Employment	Math Summer Institute	CO	\$42/hr. (15 hrs.)	N/A	7/8/25	7/10/25
Lindsey Hintelmann	Summer Employment	AI Train the Trainer Summer Institute	CO	\$42/hr. (10 hrs.)	N/A	8/5/25	8/6/25
Patricia Forsman	Summer Employment	AI Train the Trainer Summer Institute	CO	\$42/hr. (10 hrs.)	N/A	8/5/25	8/6/25
Jacqueline Pelcman	Summer Employment	AI Train the Trainer Summer Institute	CO	\$42/hr. (10 hrs.)	N/A	8/5/25	8/6/25
Roberto Inclan	Summer Employment	AI Train the Trainer Summer Institute	CO	\$42/hr. (10 hrs.)	N/A	8/5/25	8/6/25
Michael Maring	Summer Employment	AI Train the Trainer Summer Institute	CO	\$42/hr. (10 hrs.)	N/A	8/5/25	8/6/25
Robert Araujo	Summer Employment	AI Train the Trainer Summer Institute	CO	\$42/hr. (10 hrs.)	N/A	8/5/25	8/6/25
Andrew Bohackyj	Summer Employment	AI Train the Trainer Summer Institute	CO	\$42/hr. (10 hrs.)	N/A	8/5/25	8/6/25
*Michelle Gomes	Taft Educational Center AP Summer Institute Precalculus	Math Instructor	EA	\$42/hr. (32 hrs.)	N/A	6/30/25	7/3/25
*Michelle Gomes	Pre-AP Summer Institute Algebra II	Math Instructor	EA	\$42/hr. (32 hrs.)	N/A	5/13/25	5/22/25
*Lori Landsberg-Chang	Pre-AP Summer Institute Algebra II	Math Instructor	WA	\$42/hr. (32 hrs.)	N/A	5/13/25	5/22/25
*Antonio Lombardo	Rutgers AP Summer Institute Environmental Science	Science Instructor	WA	\$42/hr. (32 hrs.)	N/A	7/7/25	7/10/25
*Alberto Rivera	Rutgers AP Summer Institute Precalculus	Math Instructor	WA	\$42/hr. (32 hrs.)	N/A	7/7/25	7/10/25

\*Revised (previously approved at the 5/22/25 BOE meeting)

## G. Title II

Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Andrew Bohackyj	Summer Employment	NGSS Science Summer Training Series	CO	\$42/hr. (10 hrs.)	N/A	8/18/25	8/19/25
Jacqueline Campos	Summer Employment	NGSS Science Summer Training Series	CO	\$42/hr. (10 hrs.)	N/A	8/18/25	8/19/25
Catherine Fraser	Summer Employment	NGSS Science Summer Training Series	CO	\$42/hr. (10 hrs.)	N/A	8/18/25	8/19/25
Laura Kufta	Summer Employment	NGSS Science Summer Training Series	CO	\$42/hr. (10 hrs.)	N/A	8/18/25	8/19/25
James Luginsland	Summer Employment	NGSS Science Summer Training Series	CO	\$42/hr. (10 hrs.)	N/A	8/18/25	8/19/25
Jacqueline Pelcman	Summer Employment	NGSS Science Summer Training Series	CO	\$42/hr. (10 hrs.)	N/A	8/18/25	8/19/25
Tiahna Selby	Summer Employment	NGSS Science Summer Training Series	CO	\$42/hr. (10 hrs.)	N/A	8/18/25	8/19/25
Matthew Olters	Summer Employment	Data Planning Summer PD	CO	\$42/hr. (6 hrs.)	N/A	8/27/25	8/28/25
Michele Pearl	Summer Employment	Data Planning Summer PD	CO	\$42/hr. (6 hrs.)	N/A	8/27/25	8/28/25
Kaitlyn Raido	Summer Employment	Data Planning Summer PD	CO	\$42/hr. (6 hrs.)	N/A	8/27/25	8/28/25
Kim Hobbs	Summer Employment	Data Planning Summer PD	CO	\$42/hr. (6 hrs.)	N/A	8/27/25	8/28/25
Ivan Garcia Luciano	Summer Employment	Data Planning Summer PD	CO	\$42/hr. (6 hrs.)	N/A	8/27/25	8/28/25
Jihyun Kim	Summer Employment	Data Planning Summer PD	CO	\$42/hr. (6 hrs.)	N/A	8/27/25	8/28/25
Tara Bloom	Summer Employment	Data Planning Summer PD	CO	\$42/hr. (6 hrs.)	N/A	8/27/25	8/28/25
Zachary Stout	Summer Employment	ELA and Social Studies AP Academic Planning	CO	\$42/hr. (6 hrs.)	N/A	7/21/25	7/24/25
Ivan Garcia Luciano	Summer Employment	Summer Accuplacer Remediation	PI	\$42/hr. (14 hrs.)	N/A	7/7/25	7/10/25

**H. Perkins Grant - Federal Funds FY26**

Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Jennifer Hart	Summer Employment	Nurse Early Career Exploration Institute	EB	\$42/hr. (17 hrs.)	N/A	7/1/25	7/10/25
James Wiater	Summer Employment	Cooperative Education Coordinator	PI	\$42/hr. (100 hrs.)	N/A	7/1/25	6/30/26
Jennifer Rastelli	Summer Employment	Cooperative Education Coordinator	EB	\$42/hr. (100 hrs.)	N/A	7/1/25	6/30/26

Mark Mastrolia	Summer Employment	Cooperative Education Coordinator	PA	\$42/hr. (100 hrs.)	N/A	7/1/25	6/30/26
David Williams	Summer Employment	Cooperative Education Coordinator	WA/ EA	\$42/hr. (100 hrs.)	N/A	7/1/25	6/30/26

**I. Innovative Dual Enrollment Grant - FY25 Funds**

Name	Nature of Action	Position	Loc	Stipend	Step	Effective Date	Term Date
Samantha Becerra	Summer Employment	Innovative Dual Enrollment Summer Tutor	PI	\$42/hr. (9 hrs.)	N/A	7/1/25	8/30/25
Lori Elkins-Solomon	Summer Employment	Innovative Dual Enrollment Summer Tutor	EB	\$42/hr. (9 hrs.)	N/A	7/1/25	8/30/25
Ivan Garcia Luciano	Summer Employment	Innovative Dual Enrollment Summer Tutor	PI	\$42/hr. (9 hrs.)	N/A	7/1/25	8/30/25
Tiahna Selby	Summer Employment	Innovative Dual Enrollment Summer Tutor	PI	\$42/hr. (9 hrs.)	N/A	7/1/25	8/30/25
Robert Araujo	Summer Employment	Innovative Dual Enrollment Summer Tutor	PI	\$42/hr. (9 hrs.)	N/A	7/1/25	8/30/25

**J. Perkins Grant - Federal Funds FY26**

Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Zachary Levine (Rescind)	Summer Employment	Summer Principal Early Career Exploration Institute	EB	\$41/hr (80 hrs.)	N/A	7/1/25	7/31/25
Michael Maring	Summer Employment	Summer Principal Early Career Exploration Institute	EB	\$41/hr (80 hrs.)	N/A	7/1/25	7/31/25

**5. APPROVE/HOME INSTRUCTORS/2025-2026 SCHOOL YEAR**

That the Board of Education approves all certificated staff as Home Instructors, to be assigned as needed, effective July 1, 2025 through June 30, 2026, as recommended by the Superintendent.

**6. APPROVE/TUTORS/2025-2026 SCHOOL YEAR**

That the Board of Education approves all certificated staff as tutors, to be assigned as needed, effective July 1, 2025 through June 30, 2026, as recommended by the Superintendent.

**7. PSYCHIATRIC EXAMINATIONS/2025-2026 SCHOOL YEAR**

That the Board of Education approves the appointment of the following medical personnel to cover students in need of psychiatric evaluations for the 2025-2026 school year, as recommended by the Superintendent. ([Attachment](#))

**8. RE-EMPLOYMENT OF NON-UNIT PERSONNEL**

That the Board of Education approves the re-employment of the attached list of non-unit personnel for the 2025-2026 school year as presented and as recommended by the Superintendent. ([Attachment](#))

**9. APPROVE / SUPERINTENDENT / CONTRACT 2025-2028**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the superintendent employment contract of Jorge E. Diaz, as reviewed and approved by the Union Interim Executive County Superintendent.

**10. APPROVE / BUSINESS ADMINISTRATOR OF OPERATIONS / CONTRACT 2025-2026**

That the Board of Education approve the contract for Joseph Howe, Business Administrator of Operations for the 2025-26 school year, effective July 1, 2025 through June 30, 2026, pending approval by the Executive County Superintendent, and as recommended by the Superintendent.

**11. APPROVE / BUSINESS ADMINISTRATOR OF FACILITIES & CAPITAL PLANNING / CONTRACT 2025-2026**

That the Board of Education approve the contract for Karl Knehr, Business Administrator of Facilities & Capital Planning for the 2025-26 school year, effective July 1, 2025 through June 30, 2026, pending approval by the Executive County Superintendent, and as recommended by the Superintendent.

**12. APPOINTMENT OF SCHOOL TREASURER FOR 2025-2026 SCHOOL YEAR**

RESOLVED that the Middlesex County Magnet Schools Board of Education, as recommended by the Superintendent, appoint the treasurer of school funds for the school year 2025-2026, as follows: Joseph Greco, C.P.A., Treasurer, at \$13,000 for the year.

**13. APPROVE SUPERINTENDENT MERIT GOAL ACHIEVEMENT/2024-2025**

WHEREAS, the Middlesex County Magnet Schools Board of Education ("the Board") approved Merit Goals for the Superintendent for the 2024-2025 school year consisting of one (1) qualitative merit goal and two (2) quantitative merit goals (collectively referred to as the "Merit Goals") and submitted the Merit Goals to the Executive County Superintendent for approval in accordance with the provisions of N.J.A.C. 6A:23 A-3.1; and

WHEREAS, upon the continued evaluation of the Superintendent's performance, the Board has determined that to date, the Superintendent has achieved the following:

Qualitative Goal - Creation of an AI Task Force - Fully Achieved

Quantitative Goal - Student Leadership Media Campaign - Fully Achieved

Quantitative Goal - Distinguished Leaders Program - Part 2 - Fully Achieved

Thereby entitling the Superintendent to merit pay of 8.977% of his annual salary,

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby certifies that the Superintendent, Jorge E. Diaz, has fully achieved one (1) Qualitative merit goal and two (2) Quantitative merit goals for 2024-2025 and requests approval from the Executive County Superintendent for payment.

**BUSINESS AND FINANCE ITEMS & REPORT**

**14. BUDGETARY TRANSFERS ([Attachment A](#))**

BE IT RESOLVED that the Middlesex County Magnet Schools Board of Education approve the attached transfers in the 2024-25 budget.

**15. ACCEPT THE SECRETARY AND TREASURER REPORT ([Attachment B](#))**

BE IT RESOLVED that the Middlesex County Magnet Schools Board Secretary, pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, does hereby certify that as of the date of the reports, April 30, 2025 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation

of N.J.A.C. 6A:23A-1.10 (a); the monthly financial reports of the Secretary and the Treasurer; and further recommends, in compliance with N.J.A.C. 6A:23A-16.10 (c) 4, that the Board of Education certifies that no major account has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (b), and that as of this report sufficient funds are available to meet the District's financial obligations for the remainder of the year.

**16. BILLS AND PAYROLL ([Attachment C](#))**

The Middlesex County Magnet Schools Board of Education approves the bills that are presented for payment in the amount of \$5,510,575.68, the May 30, 2025 payroll presented for payment in the amount of \$1,365,298.74 and the June 13, 2025 payroll presented for payment in the amount of \$1,473,319.47.

**17. ADDITIONAL FIELD TRIP REQUESTS ([Attachment D](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the attached additional field trip requests for the 2024-2025 school year as recommended by the Superintendent.

**18. FIELD TRIP AMENDMENTS – HIGH SCHOOL 2024-2025 SCHOOL YEAR ([Attachment E](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the attached field trip amendments.

**19. APPROVE PROFESSIONAL DEVELOPMENT, TRAVEL, AND REIMBURSEMENT**

The Middlesex County Magnet Schools Board of Education approves the following professional development, travel, and related expenses particular to attendance at listed functions for mileage, registration fees, and other travel expenses according to the cost schedule. Reimbursement is subject to contractual provisions or is in accordance with the travel guidelines for school districts (18A:11-12 and 6A:23A-7) and state travel guidelines established by the Department of Treasury in NJOMB circular letter.

Staff/Board Member	Date	Workshop / Conference	Reg. Fee	Funding Source	Estimated Expenses					
					Mileage / Transport	Parking / Tolls	Lodging	Airfare / Train	Per Deim	Other
Rhonda Baskerville	7/30-31/25	LinkIt! Data Forward Summer Institute	\$350.00	Title II	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Eugene Catanzaro	7/22-23/25	LinkIt! Data Forward Summer Institute	\$350.00	Title II	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Erin Creighton	6/17-22/25	HOSA International Chaperone	\$165.00	District	\$0.00	\$0.00	\$2,155.00	\$0.00	\$473.00	\$0.00
Katherine Dennison	7/30-31/25	LinkIt! Data Forward Summer Institute	\$350.00	Title II	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Andy Greateorex	7/14-17/25	AP Music Theory	\$975.00	District	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Brian Homer	9/27-28/25	Movement & Voice Techniques	\$250.00	District	\$0.00	\$0.00	\$0.00	\$22.00	\$0.00	\$0.00
Antonio Lombardo	7/7-10/25	AP Environmental Science Course	\$1,050.00	Title II	\$75.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Amro Mosaad	6/27/25-7/1/25	TSA National Conference Chaperone	\$135.00	District	\$0.00	\$173.33	\$1,795.00	\$0.00	\$387.00	\$0.00
Kylie Naylor	7/31/25-8/1/25	NJAAE Summer Conference	\$210.00	District	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$135.00
Michael Perpente	7/16-19/25	ASE Auto Instructor Update	\$0.00	District	\$574.34	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Alberto Rivera	7/7-10/25	AP Pre-Calculus Training	\$900.00	District	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Michael Sullivan	7/30-31/25	LinkIt! Data Forward Summer Institute	\$350.00	Title II	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**20. COLLECTIVE BARGAINING AGREEMENT - MCVEA ([Attachment F](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve and execute the new collective bargaining agreement between Middlesex County Magnet Schools and the Middlesex County Vocational Education Association from July 1, 2025 to June 30, 2030.

**21. ADULT EDUCATION - INDEPENDENT COURSE OFFERING – 2025-2026**

The Superintendent is recommending approval to provide for the use of our facilities for the following independent training program for the 2025-2026 school year.

<u>FIRM/AGENCY</u>	<u>LOCATION</u>	<u>INDEPENDENT COURSE</u>	<u>CAMPUS</u>
Rider Education	Edison	Motorcycle Education	Piscataway

**22. DONATION - BROOKDALE COMMUNITY COLLEGE**

WHEREAS, Brookdale Community College, wishes to donate the following vehicles to our Automotive Maintenance and Light Repair Program at our Perth Amboy campus:

<u>Year</u>	<u>Make</u>	<u>Model</u>
2018	GMC	Terrain
2018	Chevrolet	Traverse

RESOLVED that the Middlesex County Magnet Schools Board of Education accept the donation as listed.

**23. DONATION - FFA**

WHEREAS, Future Farmers of America, wishes to donate \$5,000.00 to our FFA Program at our East Brunswick campus.

RESOLVED that the Middlesex County Magnet Schools Board of Education accept the donation as listed.

**24. ADULT EDUCATION EVENING SCHOOL COURSE AND MATERIALS FEES 2025-2026 ([Attachment G](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the attached Adult Evening School fees for courses and programs.

**25. ADULT EDUCATION - APPRENTICE TRAINING PROGRAM FEES 2025-2026 ([Attachment H](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve program fees for the Apprentice Training Program as attached.

**26. STUDENT CHROMEBOOKS ([Attachment I](#))**

WHEREAS, each student upon arriving at Middlesex County Magnet Schools had been assigned a chromebook to be used for educational purposes both at school and at home.

WHEREAS, the chromebooks, purchased as supplies, have reached the end of their life and have no monetary value to the district.

RESOLVED that the Middlesex County Magnet Schools Board of Education approve and allow each graduating senior to keep their individual assigned chromebook after graduation.

**27. CAPITAL RESERVE TRANSFER**

WHEREAS, the Middlesex County Magnet Schools Board of Education has previously established a Capital Reserve account in conjunction with NJSA 18A:21-2; and

WHEREAS, the District Administration has identified excess funds including unexpended line item

appropriations from 2024-25 fiscal year General Fund budget; and

WHEREAS, the District has determined it would be advantageous to transfer some excess funds into the capital reserve in accordance with NJSA 18A:78-41 to supplement capital needs in future school years.

BE IT THEREFORE RESOLVED, that the Middlesex County Magnet Schools Board of Education transfer \$600,000 of unanticipated revenue and unexpended budget appropriations from the 2024-2025 budget to the capital reserve.

**28. PETTY CASH FUNDS 2025-2026 ([Attachment J](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve establishment of the attached petty cash funds for the 2025-2026 school year.

**29. LEGAL SERVICES FOR 2025-2026 SCHOOL YEAR ([Attachment K](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education award a professional service contract for legal services in connection with serving as legal counsel to the Board of Education to Connell Foley at \$275 per hour including the following:

Duties of the Attorney for the Board of Education including attendance at Board meetings, litigation, administrative proceedings legal research, contract review, construction, personnel, disciplinary matters, bidding and other matters designated by the Board.

BE IT FURTHER RESOLVED, that the contract was awarded using a deliberative process, including and considering, prior performance, experience, and market cost surveys, as a professional service exempt from public bid under 18A:18A-5.

**30. LEGAL SERVICES FOR 2025-2026 SCHOOL YEAR - CLEARY, GIACOBBE, ALFERI AND JACOBS ([Attachment L](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education appoint Cleary, Giacobbe, Alferi and Jacobs to provide legal services in connection with collective bargaining negotiations during the 2025-26 school year at a rate of \$185 per hour.

BE IT FURTHER RESOLVED, that the contract was awarded using a deliberative process, including and considering, prior performance, experience, and market cost surveys, as a professional service exempt from public bid under 18A:18A-5.

**31. LEGAL SERVICES FOR 2025-2026 SCHOOL YEAR - THE BUSCH LAW GROUP ([Attachment M](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education appoint The Busch Law Group to provide legal services in connection with special education and other special matters during the 2025-26 school year at a rate of \$185 per hour (no change from prior year).

BE IT FURTHER RESOLVED, that the contract was awarded using a deliberative process, including and considering, prior performance, experience, and market cost surveys, as a professional service exempt from public bid under 18A:18A-5.

**32. AUDIT/ACCOUNTING SERVICES 2025-2026 SCHOOL YEAR ([Attachment N](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education award a professional service contract for Auditing/Accounting services in connection with the 2025-26 school year to PKF O'Conner in the amount of \$56,200.

BE IT FURTHER RESOLVED, that the contract was awarded using a deliberative process, including and considering, prior performance, experience, and market cost surveys, as a professional service exempt from public bid under 18A:18A-5.

**33. PURCHASE OF ANNUAL SUPPLIES ([Attachment O](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of the attached listing of annual supplies to the corresponding vendor for \$480,336.41 bid through Educational Data Services Inc. under the Morris County Educational Services Cooperative Agreement.

**34. PROPRIETARY SOFTWARE**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the renewal of proprietary software annual maintenance/support fees to Frontline Education for the following programs without advertising in accordance with 18A:18A-5(19):

504 Program Management	\$ 4,752.04
IEP Direct	\$19,008.21
Absence and Substitute Management	\$13,526.68
Applicant Tracking	\$12,029.16
Employee Evaluation Management	<u>\$10,969.51</u>
Total:	\$60,285.60

**35. PURCHASING COOPERATIVE - ED DATA**

RESOLVED that the Middlesex County Magnet Schools Board of Education approves participation in the Ed Data Services Inc., New Jersey Cooperative Bidding Program for the cooperative purchase as may be needed of pre-bidder school supplies, athletic reconditioning, skilled trade's time & material, maintenance bids, and other applicable products and services offered. Fees for the 2025-2026 school year are \$11,780.00.

**36. STUDENT DATA MANAGEMENT SYSTEM - SY 2025-2026**

Approve Genesis Educational Services, 300 Buckelew Avenue, Suite #201, Jamesburg, New Jersey to provide Student Information Services for the 2025-2026 school year at a cost not to exceed \$46,055.00.

**37. PURCHASE OF SYSTEMS 3000 CLOUD BASED SOFTWARE ([Attachment P](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the purchase of Systems 3000 Cloud Based Software in the amount of fourteen thousand nine hundred and twenty ninety dollars (\$14,929.00) for the period July 1, 2025 to June 30, 2026, as indicated in the attachment.

**38. RENEWAL OF DISTRICT WEBSITE HOSTING**

Renew the purchase of District website hosting services from Finalsity in the amount of \$20,919 for the period July 1, 2025 to June 30, 2026.

**39. APPLICATION FOR FUNDS – NEW JERSEY DEPARTMENT OF EDUCATION – CARL D. PERKINS VOCATIONAL AND APPLIED TECHNOLOGY EDUCATION – POST-SECONDARY FY 2025 (STATE FUNDS)**

BE IT RESOLVED that the Middlesex County Magnet Schools Board of Education approve application for funds from the New Jersey Department of Education, as follows:

<u>Project Title</u>	<u>Amount</u>
Carl D. Perkins Post-Secondary FY 2025	\$129,851 (State Funds Only)
From: July 1, 2025	
To: June 30, 2026	
Project No. 233150-26	
Project Manager: Lee Neamand	

**40. APPLICATION FOR FUNDS – NEW JERSEY DEPARTMENT OF EDUCATION – CARL D. PERKINS VOCATIONAL AND APPLIED TECHNOLOGY EDUCATION – SECONDARY FY 2025**

BE IT RESOLVED that the Middlesex County Magnet Schools Board of Education approve application for funds from the New Jersey Department of Education, as follows:

<u>Project Title</u>	<u>Amount</u>
Carl D. Perkins Secondary FY 2025	\$841,957
From: July 1, 2025	
To: June 30, 2026	
Project No. V048A210030	
Project Manager: Lee Neamand	

**41. APPROVAL OF FOOD SERVICE MANAGEMENT COMPANY 2025-2026 SCHOOL YEAR**

Whereas the Board at its May 22, 2025 meeting approved a contract with Southwest Food Service Excellence (SFE) for the period of July 1, 2025 and June 30, 2026, and

Whereas the New Jersey Department of Agriculture Division of Food and Nutrition reviewed the contract and determined it required modifications, and

Whereas pursuant to this SFE submitted a revised Form 23CR in accordance with these modifications as follows:

Administrative/Management Fee (10 months):
2025-26 \$3,736.10 (10) = \$37,361.00
Total Contract Cost = \$1,120,078.90

BE IT RESOLVED that the Board revise its approval to a one year non-renewable contract with a projected bottom-line of \$24,432.89. In the event the projected bottom-line is not met, Southwest Food Service Excellence will reimburse the Board of Education the difference. The Board will complete the food service management company procurement process for the 2026-2027 school year.

**42. DUAL ENROLLMENT PROGRAM MIDDLESEX COLLEGE MOU ([Attachment Q](#))**

BE IT RESOLVED that the Middlesex County Magnet Schools Board of Education enter into a Memorandum of Understanding with Middlesex College for the provision of credit bearing college courses to students who will be conterminously enrolled in the Middlesex County Magnet School and Middlesex College credit bearing courses.

**43. DUAL ENROLLMENT PROGRAM THE COLLEGE OF NEW JERSEY MOU ([Attachment R](#))**

BE IT RESOLVED that the Middlesex County Magnet Schools Board of Education enter into a Memorandum of Understanding with The College of New Jersey for the provision of credit bearing college courses to students who will be conterminously enrolled in the Middlesex County Magnet School and The College of New Jersey credit bearing courses.

**FACILITIES/TECHNOLOGY ITEMS**

**44. ARCHITECTURAL SERVICES 2025-2026 SCHOOL YEAR**

RESOLVED that the Middlesex County Magnet Schools Board of Education award a professional service contract for Architectural services including, bidding services, construction administration, final inspection, and project close out to the SSP Architectural Group at 9.5% of actual construction cost plus reimbursables for the following projects listed below with an identified fund source:

	<u>Budget</u>
East Brunswick Campus	
Electrical Upgrades	\$1,500,000
Classroom/HVAC Renovations	\$ 900,000
Fire Alarm System	\$ 850,000

Piscataway Campus	Air Handling Unit Replacement	\$1,150,000
	VAV Replacement	\$ 350,000
District	Roof Replacement	\$1,200,000
	Paving	\$ 400,000
Total:		\$6,350,000

BE IT FURTHER RESOLVED, that should additional funding sources become available that the Middlesex County Magnet Schools Board of Education authorize SSP Architectural Group to design any other projects identified and authorized during the 2025-26 school year by District Administration under the same terms described above.

BE IT FURTHER RESOLVED, that the contract was awarded using a deliberative process, including and considering, prior performance, experience, and market cost surveys, as a professional service exempt from public bid under 18A:18A-5.

**45. PURCHASE OF COPIERS – ATLANTIC TOMORROWS OFFICE**

A proposal was solicited and received from Atlantic Tomorrows Office for copiers based on State contract pricing as an authorized reseller of Savin, as follows:

<u>Location</u>	<u>Item</u>	<u>Qty.</u>	<u>Amount</u>
Perth Amboy	Savin IMC 7000	1	\$23,504
BOE	Savin IMC C6500	1	\$30,099
Total:			\$53,603

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of copiers to Atlantic Tomorrows Office for \$53,603 on the basis of New Jersey State Contract 25-COMG-99562.

**46. PURCHASE OF TECHNOLOGY SUPPLIES – SHI ([Attachment S](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of the attached technology supplies to SHI for \$39,716.00 on the basis of Cooperative Purchasing Agreement NJSBA ACES-CPS #E-8801, as indicated in the attachment.

**47. REFUSE COLLECTION DISTRICT 2025-2026 ([Attachment T](#))**

WHEREAS, sealed proposals were received June 13, 2025, in response to newspaper advertising in the "Home News Tribune" and the "Courier News" for refuse collection services, 2025-2026 as detailed in the attached bid tabulation.

BE IT THEREFORE RESOLVED, that the Middlesex County Magnet Schools Board of Education award refuse collection services to Interstate Waste for the district at an annual cost of \$130,032.00 as detailed in the attachment on the basis of lowest responsible bid.

BE IT FURTHER RESOLVED, that the bid spot rate for additional call-ins as detailed in the attachment be approved.

**48. SCHOOL FACILITIES PROJECT APPLICATION/SPECIFICATIONS**

RESOLVED that the Middlesex County Magnet Schools Board of Education authorizes the submission of a School Facilities Project Application to the New Jersey Department of Education Office of School Facilities as an other capital project consistent with the long range facility plan for the following projects:

<u>Campus</u>	<u>Project</u>
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East Brunswick	Electrical Service Upgrades
East Brunswick Piscataway	Fire Alarm System Air Handling Unit (AHU) #8 Replacement
Woodbridge	Parking Lot Resurfacing

### **OTHER MOTIONS**

#### **49. FIRE DRILLS/SECURITY DRILLS**

That the Board of Education accepts the following fire/security drills, as recommended by the Superintendent. ([Attachment](#))

#### **50. ACCEPT HARASSMENT, INTIMIDATION & BULLYING (HIB) INCIDENT REPORT & AFFIRM PREVIOUSLY REPORTED CASES**

That the Board of Education accepts the HIB Incident Report and affirms the HIB cases previously reported to the Board of Education. ([Attachment](#))

### **BUILDINGS & GROUNDS REPORT (Satchell Haughton)** [Attached Report](#)

#### **PUBLIC COMMENT ON ANY MOTIONS OR OTHER ITEMS**

None

Dr. Howe requested that item #20 be separated for a roll call vote.

A motion was made by Ms. Czarneski and seconded by Mr. Anderson, that the Middlesex County Magnet Schools Board of Education approves item #20.

#### **APPROVE ALL ITEMS ON THE CONSENT AGENDA**

Mr. Jones called for roll call on the remained of the agenda and a motion was made by Ms. Czarneski and seconded by Mr. Anderson, that the Middlesex County Magnet Schools Board of Education approves all items on the consent agenda of the regular public meeting of June 25, 2025, as recommended by the Superintendent of Schools.

#### **On a Roll Call Vote:**

On a roll call vote, Mr. Jones, Ms. Czarneski, and Mr. Anderson voted "aye," and the motion carried.

#### **ADJOURNMENT**

A motion was made by Mr. Anderson and seconded by Ms. Czarneski that there being no further business the meeting be adjourned at 7:29 pm.

Respectfully submitted,

*Joseph Howe*  
Joseph Howe  
Board Secretary