



MIDDLESEX COUNTY MAGNET SCHOOLS
(Formerly Middlesex County Vocational & Technical Schools)
BOARD OF EDUCATION

Business/Public Meeting Minutes | October 11, 2022 | 7:10 p.m.

Mr. Jones, Board President called the meeting to order at 7:10 pm.

Mr. Knehr, called the roll:

Present: Mr. Jones, Ms. Czarneski and Mr. Anderson

Absent: Mr. Tartara and Mrs. Eastman

Also Present: Mr. Diaz, Superintendent, Mr. Knehr, Board Secretary/Business Administrator, Mr. Bicsko, Assistant Superintendent, Mr. Johnson, Director of Personnel, and Ms. Dettmer, Board Attorney,

Mr. Jones read the following Public Notice:

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 September 26, 2022.
- Posted on the Middlesex County Magnet Schools website (www.mcmsnj.net) on September 22, 2022.
- Mailed to the five (5) duly appointed Board Members.

MINUTES

1. ACCEPTANCE OF MINUTES

September 20, 2022

Business-Public Meeting ([Minutes 9.20.2022](#))

September 20, 2022

Closed Executive Session

EDUCATION & CURRICULUM ITEMS

2. APPROVE/FIELD OBSERVATION - 2022-2023 SCHOOL YEAR

That the Board of Education approves the field observation listed below for an undergraduate student at Kean University during the 2022-2023 school year. The student will be required to complete a criminal history background check prior to starting, as recommended by the Superintendent.

Name	Period	Supervisor
Yarelis Cruz	October 17, 2022 to November 4, 2022 (3 days per week)	Karen Fox Piscataway Campus

3. APPROVE/CURRICULUM REVISION

That the Board of Education approves the following revised curriculum, as recommended by the Superintendent.

Social Studies	World Language	English Language Arts	Science
World History U.S. History I U.S. History II	Spanish I Spanish II Spanish III	ELA 9 ELA 10 ELA 11 ELA 12	Biology Chemistry Environmental Science

4. APPROVE/NEW EXTRACURRICULAR ACTIVITY-CLUB

That the Board of Education approves the creation of a new extracurricular activity/club as listed below and recommended by the Superintendent.

- [Academy eSports Club](#)

POLICY ITEMS

5. APPROVE 1ST READING/REVISION OF POLICY & REGULATIONS

That the Board of Education approves the revision of Policy & Regulation, as recommended by the Superintendent of Schools.

Policy 0143.2	High School Student Representative to the Board of Education
Policy 0163	Quorum
Policy 1511	Board of Education Website Accessibility
Policy 2415	Every Student Succeeds Act
Policy 3216	Dress and Grooming
Policy 3270	Professional Responsibilities
Policy 4216	Dress and Grooming
Policy 5513	Care of School Property
Policy 5517	School District Issued Student Identification Cards
Policy 5722	Student Journalism
Policy 5512	Harassment, Intimidation, or Bullying

Regulation 5513	Care of School Property
Regulation 3270	Lesson Plans and Plan Books

6. APPROVE 2ND READING/REVISION OF POLICY 2425/EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PROGRAM

That the Board of Education approves the revision of [Policy 2425 Emergency Virtual or Remote Instruction Program](#) & [Regulation 2425](#), as recommended by the Superintendent of Schools.

PERSONNEL ITEMS

7. 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
Michael Caracappa	Revised Retirement (previously approved at 9/20/22 BOE meeting)	Custodian	EA	N/A	N/A	4/01/23	N/A
Nicholas Fresolone	Rescind Employment	School Security Officer	PI	N/A	N/A	N/A	N/A
Karen Rodriguez	Retirement (Effective 10/1/22)	Teacher of Baking	PI	N/A	N/A	10/1/22	N/A

B. Leaves of Absence							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Angela Broach	Maternity Leave FMLA Unpaid Leave	Teacher of Students with Disabilities	PI	N/A	N/A	11/14/22 1/16/23 4/17/23	1/13/23 4/6/23 6/30/23

C. Appointments/New Hires							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Julius Johnson	New Hire	Teacher of Chemistry	PI	\$74,007	B-3-12	10/31/22	6/30/23
Amanda Lassiter	Substitute	Substitute	N/A	\$150/day	N/A	10/12/22	6/30/23
Daniel Urena	Substitute	Substitute	N/A	\$150/day	N/A	10/12/22	6/30/23

D. Transfers/Salary Changes							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Rachel Henderson	Class Coverage (Retroactive)	Teacher of English	PI	1/6th	N/A	9/19/22	11/14/22
Simone Patterson	Class Coverage (Retroactive)	Teacher of English	PI	1/6th	N/A	9/19/22	11/14/22

E. Extracurricular / Extra Pay - Athletic							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
N/A							

F. Extracurricular / Extra Pay - Non-Athletic							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Elissa Goldstein	Paid Assignment	12th Grade Advisor (shared)	PI	\$873.50	N/A	10/12/22	6/30/23

Tom Incognito	Revised Paid Assignment (previously approved at 9/20/22 BOE meeting)	Change to 12th Grade Advisor (shared)	PI	\$873.50	N/A	10/12/22	6/30/23
Wallace Smith	Rescind Paid Assignment (previously approved at 9/20/22 BOE meeting)	Organized Sports Advisor	EA	N/A	N/A	NA	NA
Wallace Smith	Paid Assignment	eSports Club Advisor	EA	\$1,413	N/A	10/12/22	6/30/23
Jilian Rise	Rescind Paid Assignment (previously approved at 9/20/22 BOE meeting)	10th Grade Advisor	WA	N/A	N/A	NA	NA
Christine Wiemer	Paid Assignment	10th Grade Advisor	WA	\$1,233	N/A	10/12/22	6/30/23
Joseph Coyle	Supervises building when Middlesex College students utilize facility	Staff Person on Duty	PA	\$41/hr.	N/A	10/12/22	6/30/23
Bryan Hickman	Supervises building when Middlesex College students utilize facility	Staff Person on Duty	PA	\$41/hr.	N/A	10/12/22	6/30/23

G. ESSER Funds

Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Michelle Gomes	Beyond School Day Enrichment	Teacher of Mathematics	EA	\$41/hr.	N/A	10/12/22	6/30/23

H. ADULT EVENING SCHOOL

Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Matthew Bliss	Part Time Employment	Electrical Trades	EB, PI	\$37.50/hr.	N/A	10/12/22	6/30/23

8. APPROVE/TITLE I INSTRUCTORS/2022-2023 SCHOOL YEAR

That the Board of Education approves the attached list of personnel as Title I Instructors for Extended Day/Year Title I instruction, effective October 12, 2022 through June 30, 2023, as recommended by the Superintendent. ([Attachment](#))

9. APPROVE/STUDENT DIGITAL ARTS TECHNICIANS/2022-2023 SCHOOL YEAR

That the Board of Education approves the attached list of Student Digital Arts Technicians for the 2022-2023 school year, as recommended by the Superintendent. ([Attachment](#))

10. APPROVE/DISTRICT TESTING/GRADING PERSONNEL 2022-2023 SCHOOL YEAR

That the Board of Education approves all certified teaching staff as testing/grading personnel, effective September 1, 2022 through June 30, 2023, as recommended by the Superintendent.

BUSINESS AND FINANCE ITEMS & REPORT

11. BUDGETARY TRANSFERS ([Attachment A](#))

BE IT RESOLVED that the Middlesex County Magnet Schools Board of Education approve the attached transfers in the 2022-23 budget.

12. 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, September 30, 2022 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.

13. **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 \$1,765,527.97, and the September 30, 2022 payroll presented for payment in the amount of \$1,286,220.56.

14. FIELD TRIP REQUESTS (Attachment D on file in the BOE Office)

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the attached field trip requests for the Fall of the 2022-2023 school year as recommended by the Superintendent.

15. EVENING SCHOOL FIELD TRIPS 2022-2023 SCHOOL YEAR (Attachment E on file in the BOE Office)

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the attached list of evening school field trips not requiring transportation for the 2022-2023 school year.

16. 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.

[illegible]

Bryan Hickman	11/30/22-12/2/22	OSHA Update	\$695.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Shrouk Khalil	10/20/22	Math workshop	\$209.00	\$4.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Laura Kufta	10/18/22	Science workshop	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Thomas Leiberling	10/20/22	Math workshop	\$209.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
James Luginsland	10/19/22	Science workshop	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Stephen McGowan	10/28/22	Tech & Engineering workshop	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Kylie Naylor	10/25/22-10/29/22	National FFA Convention	\$123.00	\$0.00	\$0.00	\$628.00	\$106.76	\$304.20	\$310.50	\$0.00
Jacqueline Pelman	10/19/22	Science workshop	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Nigar Rizvi	10/20/22	Math workshop	\$209.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sara Rubin	10/18/22	Science workshop	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sara Rubin	10/20/22	Math workshop	\$209.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Caitlin Sime	10/20/22	Math workshop	\$209.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dana West	11/3/22	Health workshop	\$375.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travis Wiinski	10/18/22	Science workshop	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Malgorath Zajac	10/20/22	Math workshop	\$209.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

17. DONATION - AVENEL PHARMACY

WHEREAS, Avenel Pharmacy wishes to donate \$3,000 to the Piscataway Campus Class of 2023.

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

18. DONATION - MIDDLESEX COUNTY FAIR ASSOCIATION, INC.

WHEREAS, Middlesex County Fair Association, Inc. wishes to donate \$5,000 to the East Brunswick Campus Future Farmers of America to be used for the National FFA Convention.

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

19. SALE OF SURPLUS PROPERTY ([Attachment F](#))

WHEREAS, the Middlesex County Magnet Schools Board of Education has identified certain surplus property in the attached list which is no longer needed for public use; and

WHEREAS, it is the Boards intention to sell the surplus property through an online auction as authorized by P.L. 2001, C30 and outlined in Local Finance Notice 2019-15 and will be conducted through Municibid.com pursuant to State Contract 19-GNSV1-00696 in accordance with the terms of that contract.

BE IT THEREFORE RESOLVED, that the Board of Education approve the sale of the identified surplus property held as an online auction through Municibid.com under State Contract 19-GNSV1-00696; and

BE IT FURTHER RESOLVED, that any identified surplus property shall be sold in an "as-is" condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said property; and

BE IT FURTHER RESOLVED, that the Board reserves the right to accept or reject any bid submitted.

20. SUPPLEMENTAL INSURANCE - AFLAC

RESOLVED that the Middlesex County Magnet Schools Board of Education approve Aflac as a provider of voluntary supplemental insurance for staff members with the associated premiums being paid through employee payroll deductions.

21. MEMORANDUM OF UNDERSTANDING - NEW JERSEY OFFICE OF EMERGENCY MANAGEMENT

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the memorandum of understanding between Middlesex County Magnet Schools and the New Jersey Office of Emergency Management (NJOEM) for the purposes of establishing eligibility for future FEMA Public Assistance and of Hazard Mitigation programs as a subgrantee administered through the NJOEM (Grantee).

22. LEGAL SERVICES FOR 2022-2023 SCHOOL YEAR - CLEARY, GIACOBBE, ALFERI AND JACOBS

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 2022-23 school year at a rate of \$175 per hour.

23. PROPERTY APPRAISAL REPORT – DUFF & PHELPS LLC ([Attachment G](#))

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the updated property appraisal as \$329,808,803 as indicated in the attached by the Property Appraisal Report for Middlesex County Magnet Schools.

24. PURCHASE OF FURNITURE – GLOBAL % ALLIED EQUIPMENT ([Attachment H](#))

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of the attached furniture to Global % Allied Equipment for \$6,194.80 under the ESCNJ Cooperative Purchasing Agreement 22/23-08.

25. PURCHASE OF TECHNOLOGY SUPPLIES – CDW-G ([Attachment I](#))

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of the attached technology supplies to CDW-G for \$29,318.99 on the basis of the appropriate State Contract/Cooperative Purchasing Agreement, as indicated in the attachment partially funded through the Carl D. Perkins Post-Secondary.

26. PURCHASE OF VOCATIONAL PROGRAM SUPPLIES – GRAINGER ([Attachment J](#))

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of the attached vocational program supplies to Grainger for \$26,414.38 on the basis of New Jersey State Contract #19-FLEET-00566 partially funded through the Carl D. Perkins Post-Secondary.

27. PURCHASE OF FLOORING INSTALLATION - COMMERCIAL INTERIORS DIRECT

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of flooring installation to Commercial Interiors Direct for \$10,061.73 on the basis of ESCNJ #19/20-05 as follows:

Interface carpet tile to be installed in the commons	\$10,061.73
area at the Edison Academy Magnet School	

28. CHANGE ORDERS - CAPITAL PROJECTS ([Attachment K](#))

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the attached list of Change Orders for various Capital Projects previously awarded and currently under construction.

29. LAWN CARE SERVICES - NATURAL GREEN LAWN CARE

RESOLVED that the Middlesex County Magnet Schools Board of Education award lawn care services to Natural Green Lawn Care for \$82,375.00 under the ESCNJ Cooperative Purchasing Agreement 20/21-49 as follows:

Supply and install 32,000 sq ft of sod at the East Brunswick varsity softball field including removal of the old lawn, spreading new screened topsoil, and laser grading topsoil prior to installation. \$82,375.00

30. FENCE SERVICES - SMC FENCE

RESOLVED that the Middlesex County Magnet Schools Board of Education award fencing services to SMC Fence for \$46,324.80 in accordance with 18A:18A-5(e), cost 10% less than state contract as follows:

Provide and install 4 ft, 6 ft, and 8 ft galvanized black vinyl coated chain link fence around the East Brunswick varsity softball field. *\$46,324.80

*Cost is 10% less than the quotation received from Consolidated Fence (\$52,300) priced under State Contract #A88680.

OTHER MOTIONS

31. FIRE DRILLS/SECURITY DRILLS

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

32. 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](#))

33. ANTI-BULLYING SCHOOL SELF-ASSESSMENT OUTCOMES SUBMISSION/2021-2022 SCHOOL YEAR

That the Board of Education approves the submission of the outcomes of each school's self-assessment of the implementation of the New Jersey Anti-Bullying Bill of Rights Act (ABR) in accordance with N.J.S.A. 18A:17-46 for the period of July 1, 2021 through June 30, 2022. ([Attachment](#))

34. MEMORANDUM OF AGREEMENT/2022-2023 SCHOOL YEAR

That the Board of Education approves the Memorandum of Agreement Between the Board of Education and Law Enforcement Officials for the 2022-2023 school year as recommended by the Superintendent. A copy is on file at the Board Office.

BUILDINGS & GROUNDS REPORT (Fran Cap)

[Attached Report](#)

PUBLIC COMMENT ON ANY MOTIONS OR OTHER ITEMS

None

APPROVE ALL ITEMS ON THE CONSENT AGENDA

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 October 11, 2022, 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," Ms. Czarneski abstained on the 9.20.2022 minutes and the motion carried.

Adjourn to Executive Session

On a motion by Ms. Czarneski and seconded by Mr. Anderson, the board adjourned into Closed Session at 7:33 p.m.

- Mr. Jones read the closed session notice:

BE IT RESOLVED, pursuant to the Sunshine Act, N.J.S.A. 10:4-12 and 13, the Middlesex County Magnet Schools Board of Education will now meet in closed session to discuss CBA negotiations and discipline matters.

The aforesaid subjects are within the exemptions permitted to be discussed in closed session in accordance with N.J.S.A. 10:4-13. Information regarding the Board's closed session discussion will be disclosed to the public as soon as the need for confidentiality no longer exists. The Board will reconvene in public session at the conclusion of the closed session in approximately 30 minutes.

On a Roll Call Vote:

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

Re-Convene to Public Session

- On a motion by Ms. Czarneski and seconded by Mr. Anderson, the Board reconvened into the public portion of the meeting at 8:16 p.m.

On a Roll Call Vote:

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

ADJOURNMENT

A motion by Ms. Czarneski and seconded by Mr. Anderson that there being no further business the meeting be adjourned at 8:17 pm.

Respectfully submitted,

Karl J. Knehr

Karl J. Knehr
Board Secretary