



MIDDLESEX COUNTY MAGNET SCHOOLS BOARD OF EDUCATION

Business/Public Meeting Minutes | October 11, 2023 | 7:00 p.m.

Ms. Czarneski, Board Vice President called the meeting to order at 7:00 pm.

Mr. Knehr, called the roll:

Present: Ms. Czarneski, Mr. Anderson and Mr. Tartara who participated telephonically.

Absent: Mr. Jones

Also Present: Mr. Diaz, Superintendent, Mr. Knehr, Board Secretary/Business Administrator, Mr. Bicsko, Assistant Superintendent, Mr. Johnson, Director of Personnel, 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 14, 2022.
- Posted on the Middlesex County Magnet Schools website (www.mcmsnj.net) on November 2, 2022.
- Mailed to the five (5) duly appointed Board Members.

Presentations

- Addendum to the August BOE presentation for the student assessment results. This addendum contains the NJSLA 3-year historic trends analysis ([Attachment 1](#)) and NJSLA summary results with district and demographic breakdowns ([Attachment 2](#)).

MINUTES

1. ACCEPTANCE OF MINUTES

September 13, 2023

Business-Public Meeting ([Minutes 9.13.2023](#))

EDUCATION & CURRICULUM ITEMS

2. APPROVE/STUDENT INTERNSHIP - 2023-2024 SCHOOL YEAR

That the Board of Education approves the following student internship listed below for the undergraduate student attending Rutgers University during the 2023-2024 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
Amanda Osborne	October 6, 2023 - December 8, 2023 11:30 a.m. to 4:10 p.m.	Cleo Mack East Brunswick Campus

POLICY ITEMS

3. APPROVE 1st READING OF POLICY 5200 & REGULATION 5200

That the Board of Education approves the first reading of Policy 5200 & Regulation 5200, as recommended by the Superintendent of Schools.

- [Policy 5200 Attendance](#)
- [Regulation 5200 Attendance](#)

PERSONNEL ITEMS

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
Dilcia Paola Cortez	Resignation	Administrative Assistant to Director of Adult Education	CO	N/A	N/A	10/16/23	N/A
James Gilliland	Retirement	Custodian	PI	N/A	N/A	8/1/24	N/A

B. Leaves of Absence							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Staff ID #5502	Administrative Leave	N/A	N/A	N/A	N/A	9/14/23	N/A
Staff ID #5791	Administrative Leave	N/A	N/A	N/A	N/A	10/11/23	N/A
Rosemary Annetta	FMLA (Retroactive)	Teacher of Science	WA	N/A	N/A	10/1/23	11/1/23
Andrew Bohackyj	FLA Unpaid (Baby Bonding)	Teacher of Science	EB	N/A	N/A	11/14/23	2/6/24
Daniel Franke	FLA Unpaid (Paternity Leave)	Teacher of Health and Physical Education	PA	N/A	N/A	10/24/23	11/3/23

C. Appointments/New Hires							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Tara Bloom	Revised Start Date	Teacher of Mathematics	EB	\$85,717	F-3-15	11/13/23	6/30/24
Alex L. Chang	Substitute	Substitute	N/A	\$150/Day	N/A	10/12/23	N/A
Tyler L. Chang	Substitute	Substitute	N/A	\$150/Day	N/A	10/12/23	N/A
Zenia de la Cruz	New Hire	Assistant Principal	PI	\$110,000	N/A	10/12/23	6/30/24
Cindy Jablonowski	Substitute	Substitute	N/A	\$150/Day	N/A	10/12/23	N/A
Shajia Jibran	Substitute	Substitute	N/A	\$150/Day	N/A	10/12/23	N/A

Morgan Lalevee	New Hire	Assistant Principal	EB	\$113,000	N/A	10/12/23	6/30/24
James Shriner	Substitute (Long Term Leave Replacement)	Assistant Principal	EB	\$450/Day	N/A	11/27/23	2/22/24

D. Transfers/Salary Changes

Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Nancy Giacalone	Transfer	Administrative Assistant to Director of Adult Education	CO	N/A	N/A	10/16/23	6/30/24

E. Extracurricular / Extra Pay - Athletic

Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
James McCloskey	Sports - Basketball	Varsity Girls Basketball Coach	EB	\$7,650	N/A	10/12/23	6/30/24
Jake Rosenberg	Sports - Basketball	Junior Varsity Boys Coach	EB	\$5,550	N/A	10/12/23	6/30/24
Kelsey Moran Kerbis	Sports - Cheer	Varsity Cheer Coach	EB	\$7,650	N/A	10/12/23	6/30/24
Gina Chiarello	Sports - Cheer	Junior Varsity Cheer Coach	EB	\$5,550	N/A	10/12/23	6/30/24
Felix Romero	Sports - Basketball	Varsity Boys Basketball Coach	PA	\$7,650	N/A	10/12/23	6/30/24
Mike O'Boyle	Sports - Basketball	Junior Varsity Boys Basketball Coach	PA	\$5,550	N/A	10/12/23	6/30/24
Nancy Barajas	Sports - Basketball	Varsity Girls Basketball Coach	PA	\$7,650	N/A	10/12/23	6/30/24
Vanessa Roman	Sports - Basketball	Junior Varsity Girls Basketball Coach	PA	\$5,550	N/A	10/12/23	6/30/24
Lenny Reyes	Sports - Basketball	Varsity Boys Basketball Coach	PI	\$7,650	N/A	10/12/23	6/30/24
James Fox	Sports - Basketball	Junior Varsity Boys Basketball Coach	PI	\$5,550	N/A	10/12/23	6/30/24
Robert Gardella	Sports - Basketball	Varsity Girls Basketball Coach	PI	\$7,650	N/A	10/12/23	6/30/24
Tomasso Incognito	Sports - Basketball	Junior Varsity Girls Basketball Coach	PI	\$5,550	N/A	10/12/23	6/30/24
Tatiana Yourstone	Sports - Basketball	Varsity Girls Basketball Coach	WA	\$7,650	N/A	10/12/23	6/30/24
Erin Creighton	Sports - Basketball	Junior Varsity Girls Basketball Coach	WA	\$5,550	N/A	10/12/23	6/30/24

F. Extracurricular / Extra Pay - Non-Athletic

Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Linda Prefach-Rozner	Direct supervision of students one hour before school	Extra Duty/Extra Pay	PI	\$41/hr.	N/A	10/12/23	6/30/24
Jillian Rise	Rescind Paid Assignment (previously approved at 9/13/23 BOE meeting)	10th Grade Advisor	PA	N/A	N/A	N/A	N/A
Jamie Wasco	Paid Assignment	10th Grade Advisor	PA	\$1,233	N/A	10/12/23	6/30/24

G. Title I							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Emily Donnell	Extended Day/Year	Instructor	PI	\$41/hr.	N/A	10/12/23	6/30/24
Nadia Guzman	Extended Day/Year	Instructor	PI	\$41/hr.	N/A	10/12/23	6/30/24
Silver Laur	Extended Day/Year	Instructor	PI	\$41/hr.	N/A	10/12/23	6/30/24
Amy Lombardo	Extended Day/Year	Instructor	PI	\$41/hr.	N/A	10/12/23	6/30/24
Kaitlyn Raido	Extended Day/Year	Instructor	PI	\$41/hr.	N/A	10/12/23	6/30/24

H. Perkins Grant - Federal Funds							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
David Williams	Work-Based Learning	Cooperative Education Coordinator	EB	\$41/hr. (100 hrs.)	N/A	9/7//23	5/15/24

5. CAREER AND TECHNICAL EXPERIENCES - SENIOR STUDENTS

That the Board of Education approves all 2023-2024 12th grade students to be eligible to participate in the paid career and technical experiences through the Workplace Internship Grant. District Cooperative Education Coordinators will coordinate placements in collaboration with building administration. As per the grant, students are eligible to receive \$14.13/hr. to be paid directly from the District from the Workplace Internship Grant funds, as recommended by the Superintendent.

BUSINESS AND FINANCE ITEMS & REPORT

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

BE IT RESOLVED that the Middlesex County Magnet Schools Board of Education approve the attached transfers in the 2023-24 budget.

7. 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, August 31, 2023 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.

8. 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 \$3,451,334.33, the September 15, 2023 payroll presented for payment in the amount of \$1,248,165.02, the September 29, 2023 payroll presented for payment in the amount of \$1,317,620.97, and the September 30, 2023 payroll presented for payment in the amount of \$90,005.16.

9. 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 2023-2024 school year as recommended by the Superintendent.

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

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the attached list of evening school field trips not requiring transportation for the 2023-2024 school year.

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]

James Luginsland	10/17/23	Science workshop	\$310.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dawn Lystad	10/23/23	NJ School Boards Conference	\$150.00	\$38.96	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Stephen McGowan	10/27/23	NJTEEA workshop	\$225.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Estefania McKay	10/26/23	FLENJ Workshop	\$199.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Daniel Mullarkey	10/20/23	Math workshop	\$2,152.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Kylie Naylor	10/12/23	Safe Schools workshop	\$380.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lee Neamand	10/23/23	NJ School Boards Conference	\$150.00	\$50.01	\$34.00	\$294.00	\$74.00	\$0.00	\$206.50	\$0.00
Jacqueline Pelcman	10/17/23	Science workshop	\$185.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Deanna Peterson	10/20/23	Math workshop	\$215.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sara Rubin	10/17/23	Science workshop	\$310.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sara Rubin	10/20/23	Math workshop	\$215.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Tiahna Selby	10/17/23	Science workshop	\$185.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Angelica Vega	10/26/23	FLENJ Workshop	\$199.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travis Wisinski	10/17/23	Science workshop	\$185.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Christine Wiemer	10/18/23	Science workshop	\$185.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Malgorath Zajac	10/20/23	Math workshop	\$215.00	\$18.42	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

13. USE OF FACILITIES

RESOLVED that the Middlesex County Magnet Schools Board of Education authorize the following use of facilities:

Outside Organizations

<u>Date</u>	<u>Organization</u>	<u>School</u>	<u>Facility</u>
10/21, 10/28 10/22 & 10/29	Patriots Soccer	Perth Amboy	Field

14. CHANGE OF SIGNATORIES – TD BANK - EDISON STUDENT ACTIVITY FUND ACCOUNT

RESOLVED that the Board of Education approve change of signatories for the Student Activity Fund Account with TD Bank for the Edison School, as follows:

Amro Mosaad
Francine Thompson
Karl J. Knehr

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

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the updated property appraisal as \$341,148,490 as indicated in the attached by the Property Appraisal Report for Middlesex County Magnet Schools.

16. DONATION - MIDDLESEX COUNTY FAIR ASSOCIATION BOARD

WHEREAS, the Middlesex County Fair Association Board wishes to donate \$5,000.00 to the FFA Chapter at our East Brunswick campus.

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

17. DONATION - WELLA PROFESSIONALS

WHEREAS, Wells Professionals wishes to donate 26 mannequin heads to the Adult Cosmetology program at our East Brunswick and Piscataway campus.

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

18. ROCHKIND WAGNER FOUNDATION - STUDENT PERFORMANCE AWARDS

WHEREAS the Rochkind Wagner Foundation wishes to continue the program that provides \$200 individual student performance awards for each grade level in the Automotive, Carpentry, and HVAC programs at the East Brunswick campus.

BE IT THEREFORE RESOLVED that the Middlesex County Magnet Schools Board of Education accept the award donations in the amount of \$2,400 per semester for the 2023-24 school year and agree to administer the program on behalf of the Rochkind Wagner Foundation.

19. REVISED SCHOOL FACILITIES PROJECT APPLICATION/SPECIFICATIONS - CAPITAL PROJECT SEEKING CTE PROGRAM EXPANSION GRANT FUNDING UNDER THE SECURING OUR CHILDREN'S FUTURE BOND ACT (SOCFBA)

RESOLVED that the Middlesex County Magnet Schools Board of Education authorizes the submission of a revised School Facilities Project Application to the New Jersey Department of Education Office of School Facilities as a capital project seeking CTE program expansion grant funding under SOCFBA, consistent with the long range facility plan for the following projects:

Construction of a New School Building - School of Sustainability and Innovation - Edison Campus

20. PURCHASE OF ATHLETIC TEAM TRANSPORTATION - ROAD TO SUCCESS ([Attachment H](#))

WHEREAS sealed bids were received on September 29, 2023 in response to newspaper advertising in the "Home News Tribune" and "The Courier News" for Athletic Team (basketball/cheerleading) Transportation as detailed in the attached bid tabulation.

BE IT THEREFORE RESOLVED that the Middlesex County Magnet Schools Board of Education award Athletic Team (basketball/cheerleading) Transportation to Road to Success for \$70,370 on the basis of lowest responsible bidder.

21. 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 \$28,024.97 on the basis of the appropriate State Contract/Cooperative Purchasing Agreement, as indicated in the attachment.

22. TIME AND MATERIAL COVERAGE PURCHASE – MILLENNIUM COMMUNICATIONS GROUP, INC.

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of time and material coverage to Millennium Communications Group, Inc. for \$15,000 on the basis of New Jersey State Contract NASBO Value Point NJ-21TELE-01506 (Cisco) as follows:

<u>Location</u>	<u>Description</u>	<u>Amount</u>
District	Network time and material coverage	\$7,500
District	Call manager time and material coverage	<u>\$7,500</u>
		Total: \$15,000

23. APPLICATION/ACCEPTANCE OF FUNDS – FORD TRUCK NATIONAL CONVENTION TRAVEL ASSISTANCE GRANT

RESOLVED that the Middlesex County Magnet Schools Board of Education approve application/acceptance of funds from Ford Truck National Convention Travel Assistance Grant, as follows:

<u>Project Title</u>	<u>Amount</u>
FFA Travel Grant	\$1,000
From: November 1, 2023	
To: November 30, 2023	
Project Manager: Kylie Naylor	

24. APPLICATION FOR FUNDS – PROPANE EDUCATION AND RESOURCE COUNCILS TECHNICAL SCHOOL GRANT PROGRAM

RESOLVED that the Middlesex County Magnet Schools Board of Education approve application for funds from the Propane Education and Resource Councils Technical School Grant Program, as follows:

<u>Project Title</u>	<u>Amount</u>
HVAC Education Grant - PA	\$10,000
From: January 1, 2024	
To: December 31, 2024	
Project Manager: Lee Neamand	

25. APPLICATION FOR FUNDS – PROPANE EDUCATION AND RESOURCE COUNCILS TECHNICAL SCHOOL GRANT PROGRAM

RESOLVED that the Middlesex County Magnet Schools Board of Education approve application for funds from the Propane Education and Resource Councils Technical School Grant Program, as follows:

<u>Project Title</u>	<u>Amount</u>
HVAC Education Grant - EB	\$10,000
From: January 1, 2024	
To: December 31, 2024	
Project Manager: Lee Neamand	

26. ACCEPTANCE OF FUNDS – WORKPLACE INTERNSHIP GRANT - MIDDLESEX COUNTY DEPARTMENT OF HUMAN SERVICES

RESOLVED that the Middlesex County Magnet Schools Board of Education approve acceptance of funds from the Middlesex County Department of Human Services, as follows:

<u>Project Title</u>	<u>Amount</u>
Paid Internship Program	\$50,685
From: September 1, 2023	
To: December 31, 2023	
Project Manager: Renee Davis	

OTHER MOTIONS**27. FIRE DRILLS/SECURITY DRILLS**

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

28. 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](#))

29. ANTI-BULLYING SCHOOL SELF-ASSESSMENT OUTCOMES SUBMISSION/2022-2023 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, 2022 through June 30, 2023. ([Attachment](#))

BUILDINGS & GROUNDS REPORT (Satchell Haughton)

[Attached Report](#)

PUBLIC COMMENT ON ANY MOTIONS OR OTHER ITEMS

None

On a Roll Call Vote:

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

STUDENT REPORT

The student representative, Anika Bukkapatnam at the Woodbridge Academy Magnet School discussed with the Board all of the activities and programs she participated in at the Woodbridge Academy.

Adjourn to Executive Session

On a motion by Mr. Tartara and seconded by Mr. Anderson, the board adjourned into Closed Session at 7:49 p.m.

- Ms. Czarneski 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 incident investigative 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, Ms. Czarneski, Mr. Anderson, and Mr. Tartara voted "aye," and the motion carried unanimously.

Re-Convene to Public Session

- On a motion by Mr. Anderson and seconded by Mr. Tartara, the Board reconvened into the public portion of the meeting at 8:19 p.m.

On a Roll Call Vote:

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

CONSENT AGENDA APPROVAL

A motion was made by Mr. Anderson and seconded by Mr. Tartara that the Middlesex County Magnet Schools Board of Education approves all items on the consent agenda of the regular public meeting of October 11, 2023, as recommended by the Superintendent of Schools.

On a Roll Call Vote:

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

OTHER MATTERS

None

ADJOURNMENT

A motion by Mr. Anderson and Mr. Tartara that there being no further business the meeting be adjourned at 8:19 pm.

Respectfully submitted,

Karl J. Knehr

Karl J. Knehr
Board Secretary