



**MIDDLESEX COUNTY MAGNET SCHOOLS  
BOARD OF EDUCATION**

**Business/Public Meeting Minutes | December 11, 2024 | 7:00 p.m.**

---

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

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

**Present:** Mr. Jones, Ms. Czarneski, and Mrs. Faustini

**Absent:** Mr. Anderson and Mr. Tartara

**Also Present:** Mr. Diaz, Superintendent, Dr. Howe, Board Secretary/Business Administrator of Operations, Mr. Knehr, Business Administrator of Facilities & Capital Planning, 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**

None

**MINUTES**

**1. ACCEPTANCE OF MINUTES**

November 13, 2024

November 13, 2024

Organization Meeting ([Minutes 11.13.2024](#))

Business-Public Meeting ([Minutes 11.13.2024](#))

**EDUCATION & CURRICULUM ITEMS**

**2. N/A**

**PERSONNEL ITEMS**

**3. APPROVE/PERSONNEL ITEMS**

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

<b>A. Resignations and Retirements</b>							
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Loc</b>	<b>Salary</b>	<b>Step</b>	<b>Effective Date</b>	<b>Term Date</b>
Ledwin Batista	Resignation (Retroactive)	Custodian	EB	N/A	N/A	12/1/24	N/A
Lorriane Nardone	Resignation	School Nurse	EB	N/A	N/A	1/3/25	N/A
Awilda Ynfante	Resignation	Custodian	EB	N/A	N/A	12/13/24	N/A

<b>B. Leaves of Absence</b>							
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Loc</b>	<b>Salary</b>	<b>Step</b>	<b>Effective Date</b>	<b>Term Date</b>
Margaret Goolic	FMLA (Intermittent 1 Day Remaining)	General Administrative Assistant	EB	N/A	N/A	12/16/24	N/A
Michele Pearl	FMLA	Teacher of English	PA	N/A	N/A	12/9/24	1/3/25

<b>C. Appointments/New Hires</b>							
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Loc</b>	<b>Salary</b>	<b>Step</b>	<b>Effective Date</b>	<b>Term Date</b>
Nida Adnan	Substitute	Substitute	N/A	\$150/day	N/A	12/12/24	N/A
Kenny Lugo	New Hire	Custodian	EB	\$44,869	1	12/16/24	6/30/25
Michael Martin	New Hire	Groundskeeper	CO	\$45,519	1	1/2/25	6/30/25
Joseph Perez Yves	Substitute	Substitute	N/A	\$150/day	N/A	12/12/24	N/A
Evan Santana	Substitute - Custodial (Pending CHR)	Substitute - Custodial	N/A	\$18/hr.	N/A	12/12/24	N/A
Daniel Simone	Substitute - Custodial (Pending CHR)	Substitute - Custodial	N/A	\$18/hr.	N/A	12/12/24	N/A

<b>D. Transfers/Salary Changes</b>							
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Loc</b>	<b>Salary</b>	<b>Step</b>	<b>Effective Date</b>	<b>Term Date</b>
Cory O'Neal	Transfer	Head Custodian	EB	\$49,619	3	12/12/24	6/30/25
Linda Prefach-Rozner	Transfer (Extended)	Teacher of Culinary Arts	PA	\$86,317	D-1-15	12/3/24	1/6/25
Anne Marie Ubitz	Transfer	Head Custodian	PI	\$49,619	3	12/12/24	6/30/25

<b>E. Extracurricular / Extra Pay - Athletic</b>							
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Loc</b>	<b>Salary</b>	<b>Step</b>	<b>Effective Date</b>	<b>Term Date</b>
Sean Radu	Sports - Baseball	Varsity Boys Baseball	EB	\$7,650	N/A	12/12/24	6/30/25
Lloyd Thompson	Sports - Baseball	Junior Varsity Boys Baseball	EB	\$5,550	N/A	12/12/24	6/30/25
Melissa Gustray	Sports - Softball	Varsity Girls Softball	EB	\$7,650	N/A	12/12/24	6/30/25
Gina Chiarello	Sports - Softball	Junior Varsity Girls Softball	EB	\$5,550	N/A	12/12/24	6/30/25
Wallace Smith	Sports - Tennis	Varsity Boys Tennis	ED	\$7,650	N/A	12/12/24	6/30/25
Glenn Foli	Sports - Tennis	Junior Varsity Boys Tennis	ED	\$5,550	N/A	12/12/24	6/30/25

Matthew Weidele	Sports - Baseball	Varsity Boys Baseball	PA	\$7,650	N/A	12/12/24	6/30/25
Shane O'Connor	Sports - Baseball	Junior Varsity Baseball	PA	\$5,550	N/A	12/12/24	6/30/25
Tyesha Price	Sports - Softball	Varsity Girls Softball	PA	\$7,650	N/A	12/12/24	6/30/25
Yadelin Vargas-Ramos	Sports - Softball	Junior Varsity Girls Softball	PA	\$5,550	N/A	12/12/24	6/30/25
Greg Sampson	Sports - Baseball	Varsity Boys Baseball	PI	\$7,650	N/A	12/12/24	6/30/25
Greg Grande	Sports - Baseball	Junior Varsity Boys Baseball	PI	\$5,550	N/A	12/12/24	6/30/25
Tomasso Incognito	Sports - Softball	Varsity Girls Softball	PI	\$7,650	N/A	12/12/24	6/30/25
Joseph Leonardis	Sports - Softball	Junior Varsity Girls Softball	PI	\$5,550	N/A	12/12/24	6/30/25
Scott Modzelewski	Sports - Softball	Varsity Girls Softball	WA	\$7,650	N/A	12/12/24	6/30/25
John Perillo	Sports - Softball	Junior Varsity Girls Softball	WA	\$5,550	N/A	12/12/24	6/30/25
Robert Gardella	Sports - Tennis	Varsity Boys Tennis	WA	\$7,650	N/A	12/12/24	6/30/25
James Fox	Sports - Tennis	Junior Varsity Boys Tennis	WA	\$5,550	N/A	12/12/24	6/30/25
Julia Buonaguro	Sports - Softball	Volunteer Assistant Coach	EB	N/A	N/A	12/12/24	6/30/25
Scott Pede	Sports - Baseball	Volunteer Assistant Coach	EB	N/A	N/A	12/12/24	6/30/25
Peter Santiago	Sports - Baseball	Volunteer Assistant Coach	EB	N/A	N/A	12/12/24	6/30/25
Izabelle Acevedo	Sports - Softball	Volunteer Assistant Coach	PA	N/A	N/A	12/12/24	6/30/25
Tyler Layton	Sports - Baseball	Volunteer Assistant Coach	PA	N/A	N/A	12/12/24	6/30/25
Stephen Moir	Sports - Baseball	Volunteer Assistant Coach	PA	N/A	N/A	12/12/24	6/30/25
Mike Perpente	Sports - Softball	Volunteer Assistant Coach	PA	N/A	N/A	12/12/24	6/30/25
Joseph Sepelyak	Sports - Softball	Volunteer Assistant Coach	PA	N/A	N/A	12/12/24	6/30/25
EJ Accettura	Sports - Baseball	Volunteer Assistant Coach	PI	N/A	N/A	12/12/24	6/30/25
Sammy Berardo	Sports - Baseball	Volunteer Assistant Coach	PI	N/A	N/A	12/12/24	6/30/25
Brian Zapoticzny	Sports - Baseball	Volunteer Assistant Coach	PI	N/A	N/A	12/12/24	6/30/25
Sophia Petrillo	Sports - Softball	Volunteer Assistant Coach	WA	N/A	N/A	12/12/24	6/30/25
Daniel Gonzalez (Pending CHR)	Sports - Basketball	Volunteer Assistant Coach	PA	N/A	N/A	12/12/24	6/30/25
*James Luginsland	Sports - Basketball	Site Supervisor/Clock Operator	PA	N/A	N/A	12/12/24	6/30/25
*Jessica Borrero	Sports - Basketball	Site Supervisor/Clock Operator	PA	N/A	N/A	12/12/24	6/30/25

\*Compensation will be as follows: Site Supervisor - \$85 for two games / Site Supervisor - \$60 for one game / Clock Operator - \$35 per game

<b>F. Extracurricular / Extra Pay - Non-Athletic</b>							
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Loc</b>	<b>Salary</b>	<b>Step</b>	<b>Effective Date</b>	<b>Term Date</b>
N/A							

G. Perkins Grant - Federal Funds							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Kylie Naylor	Curriculum Writing	Agriscience	PI	\$41/hr. (12 hrs.)	N/A	12/11//24	05/15/25

**BUSINESS AND FACILITIES ITEMS & REPORT**

**BUSINESS OPERATIONS**

**4. 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.

**5. 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, October 31, 2024 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.

**6. 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 \$2,143,473.64, the November 15, 2024 payroll presented for payment in the amount of \$1,413,575.76 and the November 27, 2024 payroll presented for payment in the amount of \$1,416,328.46.

**7. FIELD TRIP REQUESTS ([Attachment D on file in the BOE](#))**

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.

**8. 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	Estimated Expenses						
				Mileage / Transport	Parking / Tolls	Lodging	Lodging Tax	Airfare / Train	Per Deim	Other
Mendy Almonte	1/29-31/25	Techspo 2025	\$0.00	\$82.25	\$0.00	\$234.44	\$0.00	\$0.00	\$170.00	\$0.00
Ali Baumlin	1/29-31/25	Techspo 2025	\$0.00	\$71.91	\$25.00	\$234.44	\$0.00	\$0.00	\$170.00	\$0.00
Wendy Carcamo-Zeidman (Revised Increase in Reg. Fee)	11/22/24	ACTFL	\$570.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Joe Decker	1/29-31/25	Techspo 2025	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$170.00	\$0.00

Jorge Diaz	1/28-31/25	Techspo 2025	\$590.00	\$0.00	\$0.00	\$291.00	\$0.00	\$0.00	\$0.00	\$0.00
Johann Ferreras	1/29-31/25	Techspo 2025	\$0.00	\$94.00	\$25.00	\$234.44	\$0.00	\$0.00	\$170.00	\$0.00
Daniel Gallant	1/29-31/25	Techspo 2025	\$590.00	\$13.46	\$0.00	\$234.44	\$0.00	\$0.00	\$170.00	\$0.00
Leah Hoffman	11/21-24/24	Model UN Chaperone	\$0.00	\$51.23	\$0.00	\$464.23	\$0.00	\$0.00	\$280.00	\$200.00
Christopher Price	11/21-24/24	Model UN Chaperone	\$0.00	\$0.00	\$0.00	\$464.23	\$0.00	\$0.00	\$0.00	\$0.00
Roman Rodriguez	1/29-31/25	Techspo 2025	\$0.00	\$94.47	\$25.00	\$234.44	\$0.00	\$0.00	\$170.00	\$0.00
Sarah Rubin	1/29-31/25	Techspo 2025	\$590.00	\$74.83	\$0.00	\$234.44	\$0.00	\$0.00	\$170.00	\$0.00
Alex Stiles	11/21-24/24	Model UN Chaperone	\$0.00	\$0.00	\$0.00	\$464.23	\$0.00	\$0.00	\$280.00	\$200.00

**9. COOPERATIVE SYSTEM AGREEMENT - SOMERSET COUNTY**

RESOLVED that the Middlesex County Magnet Schools Board of Education authorize the Business Administrator/Board Secretary to continue participation in the Somerset County Cooperative Pricing System, #2-SOCCP in accordance with the original Agreement with Somerset County acting as the Lead Agency pursuant to the provisions of N.J.S.A. 40A:11-11(5).

BE IT FURTHER RESOLVED that the Lead Agency shall advertise for and receive bids from vendors who will make school supplies, equipment and other related goods and services available to participating members of the said Cooperative Pricing System at the agreed upon price; and

BE IT FURTHER RESOLVED that the Lead Agency entering into contracts on behalf of Middlesex County Magnet Schools Board of Education shall be responsible for complying with the 54 provisions of the Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

**10. SALE OF SURPLUS PROPERTY ([Attachment E](#))**

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.

**11. USE OF FACILITIES**

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

<u>Date</u>	<u>Days</u>	<u>Organization</u>	<u>School</u>	<u>Facility</u>
3/30/25	Sunday	Teamwork Unlimited Foundation	Piscataway	Auditorium/Cafe.
4/5/25-10/26/25	Sat. & Sun.	Rider Education of New Jersey	Piscataway	Parking Lot
7/1/25-8/27/25	Tues. & Wed.			

**12. PRACTICAL NURSING CLINICAL AGREEMENTS ([Attachment F](#))**

WHEREAS, offsite clinical student assignment is an integral part of the Licensed Practical Nursing Program; and

WHEREAS, the following community health care providers have agreed to accept our students for the purposes of providing a required clinical experience:

RWJ Children's Specialized Hospital

THEREFORE BE IT RESOLVED, that the Middlesex County Magnet Schools Board of Education approve and authorize the Chief School Administrator to execute these clinical agreements with each healthcare agency.

**13. APPLICATION FOR FUNDS – ARTS INSTITUTE OF MIDDLESEX COUNTY**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve application for funds from the Arts Institute of Middlesex County, as follows:

<u>Project Title</u>	<u>Amount</u>
Arts Institute of Middlesex County Core Partner	\$10,000
From: January 15, 2025	
To: December 15, 2025	
Project Manager: Adam Recktenwald	

**14. APPLICATION/ACCEPTANCE OF FUNDS – MIDDLESEX COUNTY DEPARTMENT OF HUMAN SERVICES SUBSTANCE ABUSE EDUCATION PROGRAM FY25**

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

<u>Project Title</u>	<u>Amount</u>
Substance Abuse Education	\$75,000
From: January 1, 2025	
To: December 31, 2025	
Project Manager: Renee Davis	

**15. APPROVAL OF CONTRACT EAST BRUNSWICK SPRING MUSICAL ([Attachment G](#))**

Approve a contract with Music Theatre International for the rights to perform Mamma Mia! as the spring student musical at the East Brunswick Magnet Schools Performing Arts Center.

**FACILITIES/TECHNOLOGY ITEMS**

**16. PURCHASE OF TECHNOLOGY SUPPLIES – CDW-G ([Attachment H](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of the attached technology supplies to CDW-G for \$1,135.21 on the basis of the appropriate State Contract/Cooperative Purchasing Agreement, as indicated in the attachment.

**17. PURCHASE OF TECHNOLOGY SUPPLIES – ALLEGHENY EDUCATIONAL SYSTEMS ([Attachment I](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of the attached technology supplies to Allegheny Educational Systems for \$47,630.67 on the basis of the National Cooperative PEPPM Contract #533902-142, as indicated in the attachment.

**18. PURCHASE OF TECHNOLOGY SUPPLIES – APPLE ([Attachment J](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of the attached technology supplies to Apple for \$1,887.00 on the basis of the Education Cooperative Agreement Ed-Data 12158.

**19. PURCHASE OF TECHNOLOGY SUPPLIES – SHI ([Attachment K](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of the attached technology supplies to SHI for \$50,546.29 on the basis of Cooperative Purchasing Agreement NJSBA ACES-CPS #E-8801, as indicated in the attachment.

**20. PURCHASE OF TECHNOLOGY SUPPLIES – MRA INTERNATIONAL ([Attachment L](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of the attached technology supplies to MRA International for \$2,105.68 on the basis of the appropriate State Contract/Cooperative Purchasing Agreement, as indicated in the attachment.

**21. PURCHASE OF TECHNOLOGY SUPPLIES – DELL ([Attachment M](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of the attached technology supplies to Dell for \$2,656.49 on the basis of the appropriate State Contract/Cooperative Purchasing Agreement, as indicated in the attachment.

**22. PURCHASE OF VEHICLES – ALL AMERICAN FORD**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of a vehicle to All American Ford for \$48,780.50 under the ESCNJ Cooperative Purchasing Agreement 23/24-11 as follows:

<u>Location</u>	<u>Qty.</u>	<u>Description</u>	<u>Amount</u>
Building & Grounds	1	2024 Ford Transit 250	\$48,780.50

**23. CHANGE ORDERS - CAPITAL PROJECTS ([Attachment N](#))**

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.

**OTHER MOTIONS**

**24. FIRE DRILLS/SECURITY DRILLS**

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

**25. 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

**STUDENT REPRESENTATIVE REPORT - ([Attachment](#))**

Patricia Dayeh-Tavares from the Perth Amboy campus gave the attached report.

**APPROVE ALL ITEMS ON THE CONSENT AGENDA**

A motion was made by Mrs. Faustini and seconded by Ms. Czarneski that the Middlesex County Magnet Schools Board of Education approves all items on the consent agenda of the regular public meeting of December 11, 2024, as recommended by the Superintendent of Schools.

**On a Roll Call Vote:**

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

**ADJOURNMENT**

A motion was made by Ms. Czarneski and seconded by Mrs. Faustini that there being no further business the meeting be adjourned at 7:11 pm.

Respectfully submitted,

*Joseph Howe*

---

Joseph Howe  
Board Secretary