



**MIDDLESEX COUNTY MAGNET SCHOOLS  
BOARD OF EDUCATION**

**Business/Public Meeting Agenda | February 12, 2025 | 7:00 p.m.**

---

**Ms. Czarneski, Board Vice President called the meeting to order at 7:01 pm.**

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

**Present:** Mr. Jones (arrived at 7:21 pm) and Ms. Czarneski  
Mr. Anderson (arrived at 7:06 pm and left meeting at 7:40 pm), Mr. Tartara, and Mrs. Faustini who participated telephonically.

**Absent:** None

**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/Announcements**

None

**MINUTES**

**1. ACCEPTANCE OF MINUTES**

January 8, 2025

Business-Public Meeting ([Minutes 1.8.2025](#))

**EDUCATION & CURRICULUM ITEMS**

**2. N/A**

**POLICY ITEMS**

**3. APPROVE 2nd READING/REVISION OF POLICY**

That the Board of Education approves the 2nd reading of the following policies & regulations, as recommended by the Superintendent of Schools.

- [Policy 3280 Liability for Student Welfare](#)
- [Policy 9320 Cooperation with Law Enforcement Agencies](#)
- [Policy 7441 Electronic Surveillance in School Buildings and On School Grounds](#) | [Regulation 7441 Electronic Surveillance in School Buildings and On School Grounds](#)
- [Policy 5512 Harassment, Intimidation, or Bullying](#)

**APPROVE 1st READING/REVISION OF POLICY**

That the Board of Education approves the 1st reading of the following policies & regulations, as recommended by the Superintendent of Schools.

- [Policy 5701 Academic Integrity](#)
- [Policy 8500 Food Services](#)
- [Policy 9163 Spectator Code of Conduct for Interscholastic Events](#)
- [Policy 5516 Use of Electronic Communication Devices](#) | [Regulation 5516 Use of Electronic Communication Devices](#)
- [Regulation 5533 Student Smoking](#)
- [Regulation 9320 Cooperation with Law Enforcement Agencies](#)

**PERSONNEL ITEMS**

**4. 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>
Vanessa Stoklosa	Resignation	Teacher of Spanish	PA	N/A	N/A	3/8/25	N/A
Samantha Tortorello	Resignation	Confidential Administrative Assistant to the Assistant Superintendent	CO	N/A	N/A	2/28/25	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>
Michele Pearl	Intermittent FMLA (Retroactive)	Teacher of English	PA	N/A	N/A	1/17/25 1/24/25 2/7/25 2/14/25 2/24/25 3/3/25 3/14/25 3/21/25 3/28/25	N/A

<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>
Anthony Intiso	New Hire	Custodian	EB	\$44,869	1	3/3/25	6/30/25
Asma A. Khan	Substitute	Substitute	N/A	\$150/day	N/A	2/13/25	N/A
Peter J. McCormack	Substitute	Substitute	N/A	\$150/day	N/A	2/13/25	N/A

Sophia Recto	Substitute	Substitute	N/A	\$150/day	N/A	2/13/25	N/A
Evan Santana	New Hire	Custodian	EB	\$44,869	1	2/13/25	6/30/25
Catherine Stabe	Substitute	Substitute	N/A	\$150/day	N/A	2/13/25	N/A

**D. Transfers/Salary Changes**

Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Christopher Brauer	Shift Change/Transfer	Custodian	WA	\$45,969	2	2/13/25	6/30/25
Ryan Dawicki	Transfer	Custodian	PA	\$47,469	7	2/13/25	6/30/25
Edward Garcia	Shift Change	Custodian	WA	\$46,869	3	2/13/25	6/30/25
Cristina Kelly	Transfer (Temporary) (Retroactive)	School Nurse	EB	\$75,617	B-3-12	1/2/25	3/31/25
Gina King	Transfer (Temporary) (Retroactive)	Adult LPN Instructor	PI	\$82,317	D-1-14	1/10/25 2/3/25 2/10/25 2/19/25 2/26/25	1/31/25 2/5/25 2/12/25
Eli Lucret	Transfer	Custodian	PI	\$44,869	1	2/13/25	6/30/25
David Nieves	Shift Change	Head Custodian	WA	\$55,869	6	2/13/25	6/30/25
Linda Prefach-Rozner	Transfer (Extended)	Teacher of Culinary Arts	PA	\$86,317	D-1-15	2/1/25	2/10/25
Rosemary Simmons	Transfer (Temporary) (Retroactive)	School Nurse	WA	\$99,407	D-1-18	1/2/25	3/31/25
Kelly Taylor	Transfer	Custodian	EB	\$45,969	2	2/13/25	6/30/25
Alkidamia Ynfante	Transfer	Custodian	PI	\$44,869	1	2/13/25	6/30/25

**E. Extracurricular / Extra Pay - Athletic**

Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Rebecca Haggerty (Pending CHR)	Sports- Softball	Volunteer Assistant Coach	PA	N/A	N/A	2/13/25	6/30/25
James Luginsland	Sports - Softball	Volunteer Assistant Coach	PA	N/A	N/A	2/13/25	6/30/25
Michael Medvetz (Pending CHR)	Sports - Baseball	Volunteer Assistant Coach	EB	N/A	N/A	2/13/25	6/30/25
Michael Radu (Pending CHR)	Sports - Baseball	Volunteer Assistant Coach	EB	N/A	N/A	2/13/25	6/30/25

**F. Extracurricular / Extra Pay - Non-Athletic**

Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
N/A							

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

Name	Nature of Action	Position	Loc	Stipend	Step	Effective Date	Term Date
Nicole Hart	Enrollment Liaison	Dual Enrollment Liaison	PA	\$3,000	N/A	1/20/25	12/31/25

Stephanie Laties	Enrollment Liaison	Dual Enrollment Liaison	PI	\$3,000	N/A	1/20/25	12/31/25
Mary Child	Enrollment Liaison	Dual Enrollment Liaison	EB	\$3,000	N/A	1/20/25	12/31/25
Adrienne Cardinale	Grant Coordinator	Dual Enrollment Coordinator	CO	\$5,500	N/A	1/20/25	12/31/25

**5. PAID INTERNSHIP PROGRAM - GRANT FUNDED PROGRAM**

The Board of Education approves all juniors and seniors as eligible to participate in the Paid Internship Program from January 2, 2025 - December 31, 2025. Under the letter of the agreement (LOA), selected students will receive \$15.49 per hour, directly from the district from the Paid Internship Program 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 2024-25 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, December 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.

**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 \$3,518,405.93, the January 15, 2025 payroll presented for payment in the amount of \$1,455,392.84 and the January 31, 2025 payroll presented for payment in the amount of \$1,341,675.42.

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

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.

**10. FIELD TRIP AMENDMENTS – HIGH SCHOOL 2024-2025 SCHOOL YEAR ([Attachment E on file in the BOE Office](#))**

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

**11. EVENING SCHOOL FIELD TRIPS 2024-2025 SCHOOL YEAR ([Attachment F 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 2024-2025 school year.

**12. 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	Airfare / Train	Per Deim	Other
Joseph Cabrera	3/22-26/25	NJSBGA Conference	\$525.00	\$96.16	\$125.00	\$300.00	\$0.00	\$238.00	\$0.00
William Evans	3/16-20/25	ESCO HVAC Excellence Convention	\$475.00	\$22.94	\$0.00	\$524.00	\$961.97	\$301.00	\$0.00
Satchell Haughton	3/22-26/25	NJSBGA Conference	\$350.00	\$0.00	\$50.00	\$300.00	\$0.00	\$238.00	\$0.00
Rafael Nava	2/28/25	Northeast Conference on Teaching Foreign Languages	\$235.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Kylie Naylor	3/21-23/25	NAAE Region 6 Conference	\$275.00	\$102.46	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Frank Paprota	2/5/25	2025 School Law Conference	\$244.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Nikita Patel	3/10-12/25	FBLA Chaperone	\$0.00	\$0.00	\$0.00	\$290.00	\$0.00	\$170.00	\$100.00
Christopher Price	1/23-26/25 (retro)	Model United Nations Chaperone	\$0.00	\$0.00	\$0.00	\$994.93	\$96.00	\$0.00	\$0.00
Rosemary Simmons	1/23-26/25 (retro)	Model United Nations Chaperone	\$0.00	\$43.89	\$278.00	\$994.93	\$0.00	\$322.00	\$0.00

**13. SALE OF SURPLUS PROPERTY (Attachment G)**

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.

**14. AMENDED APPOINTMENT OF PERSONNEL TO FEDERAL ENTITLEMENT PROGRAMS (Attachment H)**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the amended appointment of the attached personnel to the District's Federal Entitlement Programs for the 2024-25 school year.

**15. 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>
4/10/25	Thursday	Health Services	East Brunswick	Auditorium Foyer
<u>Outside Organizations</u>				
2/7/25, 2/14/25, 2/21/25, 2/28/25, and 3/7/25	Friday	Woodbridge Travel Baseball and Softball Inc.	Perth Amboy	Gym
3/5/25	Wednesday	Career Council	East Brunswick	Gym

**16. DONATION - NEW YORK DESTINATION MANAGEMENT COMPANY - NYDMC**

WHEREAS, the NYDMC, wishes to donate \$1,000 scholarship to the Edison Academy and \$1,000 scholarship to the Woodbridge Academy.

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

**17. WORKFORCE DEVELOPMENT PROGRAM 2025-2026**

WHEREAS, the Middlesex County Magnet Schools District has been a training provider for individuals who are eligible for benefits under the 1992 New Jersey Employment and Workforce Development Act.

BE IT RESOLVED, that the Middlesex County Magnet Schools Board of Education approve the master agreement between Middlesex County Magnet Schools and the following agencies to be a training provider for the 2025-26 school year:

County of Passaic

**18. PURCHASE OF CHARTER BUS SERVICE - SPRING FIELD TRIPS – DISTRICT ([Attachment I](#))**

Sealed proposals were received January 30, 2025 in response to newspaper advertising in the "Home News Tribune" and the "Courier News" for charter bus service for spring field trips, as attached.

RESOLVED that the Middlesex County Magnet Schools Board of Education purchase charter bus service for spring field trips on the basis of lowest responsible bid as indicated in the attachment.

**19. PURCHASE OF CHARTER BUS SERVICE – ATHLETIC TRIPS – BASEBALL/SOFTBALL/TENNIS ([Attachment J](#))**

WHEREAS Sealed proposals were received January 14, 2025 in response to newspaper advertising in the "Home News Tribune" and the "Courier News" for charter bus service for baseball/softball/tennis trips, as attached.

RESOLVED that the Middlesex County Magnet Schools Board of Education purchase charter bus service for baseball/softball/tennis trips on the basis of lowest responsible bid as indicated in the attachment.

**20. ACCEPTANCE OF FUNDS – ARTS INSTITUTE OF MIDDLESEX COUNTY**

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

<u>Project Title</u>	<u>Amount</u>
Arts Institute of Middlesex County Core Partner From: January 1, 2025 To: December 31, 2025 Project Manager: Adam Recktenwald	\$9,925

**21. APPLICATION/ACCEPTANCE OF FUNDS – CAREER AND TECHNICAL EXPERIENCES - WORKPLACE INTERNSHIP**

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

<u>Project Title</u>	<u>Amount</u>
Workplace Internship From: January 1, 2025 To: December 31, 2025 Project Manager: Renee Davis	\$197,550

BE IT FURTHER RESOLVED that the Middlesex County Magnet Schools Board of Education approve the associated memorandum of agreement for the program.

**22. ACCEPTANCE OF FUNDS – NEW JERSEY STATE DEPARTMENT OF EDUCATION – EXPANDING CAREER PATHWAYS IN ARTIFICIAL INTELLIGENCE**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve acceptance of funds from the New Jersey State Department of Education, as follow:

<u>Project Title</u>	<u>Amount</u>
Expanding Career Pathways In Artificial Intelligence	\$375,000
Start: February 1, 2025	
End: January 31, 2026	
Project Manager: Lee Neamand	

**FACILITIES/TECHNOLOGY ITEMS**

**23. PURCHASE OF SCIENCE LABS FURNITURE – LONGO**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of science labs furniture to Longo for \$247,506.72 under the ESCNJ Cooperative Purchasing Agreement 22/23-08 as listed below:

<u>Location</u>	<u>Description</u>	<u>Amount</u>
Edison	Furnish and install sheldon laboratory furniture for rooms 208, 203, and prep lab (205) including base/wall/tall cabinets, teacher demo desk, lab benches, sink assemblies, and resin countertops.	\$247,506.72

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

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of the attached technology supplies to CDW-G for \$13,500.00 on the basis of the appropriate State Contract/Cooperative Purchasing Agreement, as indicated in the attachment.

**25. PURCHASE OF TECHNOLOGY SUPPLIES – SHI ([Attachment L](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of the attached technology supplies to SHI for \$2,453.40 on the basis of Cooperative Purchasing Agreement NJSBA ACES-CPS #E-8801, as indicated in the attachment.

**26. PURCHASE OF TECHNOLOGY SUPPLIES – MRA INTERNATIONAL ([Attachment M](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of the attached technology supplies to MRA International for \$110.00 on the basis of the appropriate State Contract/Cooperative Purchasing Agreement, as indicated in the attachment.

**27. CAPITAL PROJECT AWARD - CONSTRUCTION OF NEW EDISON MAGNET SCHOOL - MIDDLESEX COLLEGE CAMPUS ([Attachment N](#))**

WHEREAS, sealed bids were received on January 30, 2025 in response to newspaper advertising in the "Home News Tribune" and "The Courier News" for Construction of New Edison Magnet School on the campus of Middlesex College in Edison as detailed in the attached bid tabulation.

BE IT THEREFORE RESOLVED, that the Middlesex County Magnet Schools Board of Education award Construction of New Edison Magnet School Base Bid, Alt. Bid 1, Alt. Bid 2, Alt. Bid 3, Alt. Bid 4, Alt. Bid 8, and Alt. Bid 9 on the campus of Middlesex College in Edison to Dobco, Inc. for a total of \$42,215,000.00 on the basis of lowest responsible bidder.

**28. CAPITAL PROJECT AWARD - VAV REPLACEMENT - PISCATAWAY CAMPUS ([Attachment O](#))**

WHEREAS, sealed bids were received on February 4, 2025 in response to newspaper advertising in the

"Home News Tribune" and "The Courier News" for VAV Replacement at the Piscataway campus as detailed in the attached bid tabulation.

BE IT THEREFORE RESOLVED, that the Middlesex County Magnet Schools Board of Education award VAV Replacement Base Bid and Alt. Bid 1 at the Piscataway campus to Chappelle Mechanical for a total of \$520,500 on the basis of lowest responsible bidder.

**29. CHANGE ORDERS - CAPITAL PROJECTS ([Attachment P](#))**

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**

**30. FIRE DRILLS/SECURITY DRILLS**

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

**31. 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**

Shreya Iyer from the Edison campus briefed the Board about the recent activities taking place at Edison including the recent tech expo and many other student activities. There was recently an event for peer mentors bringing together juniors and seniors with freshmen and sophomores. The Model UN team advanced to the Ivy League Model UN conference. There will be a schoolwide semi formal event. The technology student association and student council are currently in the midst of active fundraising for their organizations.

**Adjourn to Executive Session**

On a motion by Ms. Czarneski and seconded by Mr. Tartara, the board adjourned into Closed Session at 7:26 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 personnel 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.

**Roll Call Vote:**

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

**Re-Convene to Public Session**

- On a motion by Ms. Czarneski and seconded by Mr. Tartara, the Board reconvened into the public portion of the meeting at 7:40 p.m.

**Roll Call Vote:**

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

**APPROVE ALL ITEMS ON THE CONSENT AGENDA**

A motion was made by Ms. Czarneski and seconded by Mrs. Faustini that the Middlesex County Magnet Schools Board of Education approves all items on the consent agenda of the regular public meeting of February 12, 2025, as recommended by the Superintendent of Schools.

**On a Roll Call Vote:**

On a roll call vote, Mr. Jones, Ms. Czarneski, Mr. Tartara, 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 7:45 pm.

Respectfully submitted,

*Joseph Howe*

---

Joseph Howe  
Board Secretary