



**MIDDLESEX COUNTY MAGNET SCHOOLS  
BOARD OF EDUCATION**

**Business/Public Meeting Minutes | July 17, 2024 | 7:00 p.m.**

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

**Mr. Knehr, called the roll:**

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

**Absent:** Mr. Jones and Mr. Anderson

**Also Present:** Mr. Diaz, Superintendent, Mr. Howe, Board Secretary/Business Administrator of Operations, Mr. Knehr, Business Administrator of Facilities & Capital Planning, 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 8, 2023.
- Posted on the Middlesex County Magnet Schools website ([www.mcmsnj.net](http://www.mcmsnj.net)) on November 2, 2023.
- Mailed to the four (4) duly appointed Board Members.

**Correspondence**

None

**Presentations/Announcements**

- [NJGPA, ACCESS for ELLs, AP Results](#)

**MINUTES**

**1. ACCEPTANCE OF MINUTES**

June 26, 2024

Business-Public Meeting ([Minutes 6.26.2024](#))

**PERSONNEL ITEMS**

**2. 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
Charles Ubitz	Resignation	Specialized Mechanic	CO	N/A	N/A	7/31/24	N/A

<b>B. Leaves of Absence</b>							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
N/A							

<b>C. Appointments/New Hires</b>							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Connie Lee	New Hire	Teacher of Chemistry	PI	\$72,717	F-39	9/1/24	6/30/25
Alkidamia Ynfante	New Hire	Custodian	PA	\$44,869	1	8/12/24	6/30/25

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

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

<b>F. Extracurricular / Extra Pay - Non-Athletic</b>							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Jihyun Kim	Summer Employment (Retroactive)	Summer Honors Geometry Instructor	WA	\$41/hr. (92 hrs.)	N/A	7/8/24	8/1/24
Brien Weisman	After Hours (Courtyard Maintenance with Students)	Carpentry Instructor	EB	\$41/hr. (20 hrs.)	N/A	7/10/24	10/31/24

<b>G. Perkins Grant - Federal Funds</b>							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Geeta Chadha*	Summer Employment	Substitute Teacher Early Career Exploration Institute	EB/PI	\$41/hr.	N/A	7/8/24	7/25/24
Andy Greateorex*	Summer Employment	Substitute Teacher Early Career Exploration Institute	EB/PI	\$41/hr.	N/A	7/8/24	7/25/24
Michael McKinney*	Summer Employment	Substitute Teacher Early Career Exploration Institute	EB/PI	\$41/hr.	N/A	7/8/24	7/25/24
Kaitlyn Raido*	Summer Employment	Substitute Teacher Early Career Exploration Institute	EB/PI	\$41/hr.	N/A	7/8/24	7/25/24
Katherine Gao*	Summer Employment	Substitute Teacher Early Career Exploration Institute	EB/PI	\$41/hr.	N/A	7/8/24	7/25/24
Ivan Garcia Luciano*	Summer Employment	Substitute Teacher Early Career Exploration Institute	EB/PI	\$41/hr.	N/A	7/8/24	7/25/24

\*Not to exceed 16 hours

**3. APPROVE/TITLE I INSTRUCTORS/2024-2025 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 July 1, 2024 through June 30, 2025, as recommended by the Superintendent. [Attachment](#)

**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, May 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 \$1,385,215.30, the June 27, 2024 payroll presented for payment in the amount of \$1,502,371.11 and the July 15, 2024 payroll presented for payment in the amount of \$533,067.45.

**7. 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.

**8. 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.

**9. 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 2024-25 school year and agree to administer the program on behalf of the Rochkind Wagner Foundation.

**10. ASSURANCE OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964**

RESOLVED that the Board of Education of the Middlesex County Magnet Schools assures that each education program or activity operated by the Board of Education will be operated by the Board of Education in compliance with Title VI of the Civil Rights Act of 1964. The Board of Education of the Middlesex County Magnet Schools also commits itself to take whatever remedial action is necessary to eliminate existing discrimination on the basis of a particular race, color, national origin, sex, handicap, sex preference, religion, marital or veteran status or to eliminate the effects of past discrimination whether occurring prior or subsequent to the submission of this resolution to the Director of Civil Rights of such assurance in accordance with Section 80.4 of Title VI of the Civil Rights Act of 1964.

**11. ASSURANCE OF COMPLIANCE WITH TITLE IX OF THE EDUCATION AMENDMENTS OF 1972**

RESOLVED that the Board of Education of the Middlesex County Magnet Schools assures that each education program or activity operated by the Board of Education will be operated by the Board of Education in compliance with Title IX of the Education Amendments of 1972. The Board of Education of the Middlesex County Magnet Schools also commits itself to take whatever reasonable action necessary to eliminate existing discrimination on the basis of sex or to eliminate the effects of past discrimination whether occurring prior or subsequent to the submission of this resolution to the Director of Civil Rights of such assurance in accordance with Section 86.3(a) of Title IX of the Educational Amendments of 1972.

**12. ASSURANCE OF COMPLIANCE WITH SECTION 504 OF THE REHABILITATION ACT OF 1973**

RESOLVED that the Board of Education of the Middlesex County Magnet Schools assures that each education program or activity operated by the Board of Education will be operated by the Board of Education in compliance with Section 504 of the Rehabilitation Act of 1973. The Board of Education of the Middlesex County Magnet Schools also commits itself to take whatever reasonable action necessary to eliminate existing discrimination on the basis of handicap or to eliminate the effects of past discrimination whether occurring prior or subsequent to the submission to the Director of Civil Rights of such assurance in accordance with Section 84.5 of Section 504 of the Rehabilitation Act of 1973.

**13. TITLE I - AUTHORIZED REPRESENTATIVE**

RESOLVED that the Board of Education approve the appointment of the Superintendent as the LEA authorized representative for the Board of Education in the application for acceptance of, and use of Title I funds for the Middlesex County Magnet Schools for the 2024-25 school year.

**14. ADMINISTRATIVE APPOINTMENTS - 2024-2025 SCHOOL YEAR**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the following administrative appointments for the 2024-2025 school year:

- |   |                   |
|---|-------------------|
| ADA Officer                             | David Johnson     |
| Affirmative Action/Chief Equity Officer | David Johnson     |
| Asbestos Management and PEOSA Officer   | Satchell Haughton |
| District Anti-Bullying Coordinator      | Jeffrey Bicsko    |
| District Web Administrator              | Arismendy Almonte |
| Indoor Air Quality Coordinator          | Satchell Haughton |
| IPM Coordinator                         | Satchell Haughton |
| Open Public Records Administrator       | Joseph Howe       |
| Public Agency Compliance Officer        | Joseph Howe       |
| Right to Know Officer                   | Satchell Haughton |

Title IX Coordinator  
504 Civil Rights Facility Coordinator  
504 Civil Rights Program Coordinator

David Johnson  
Satchell Haughton  
Jeffrey Bicsko

BE IT FURTHER RESOLVED that the Board of Education approve the following Right to Know Departmental Emergency Contacts for the 2024-2025 school year:

Central Office	Satchell Haughton
Academy for Allied Health and Biomedical Sciences	Robert Fuller
Academy for Science, Mathematics & Engineering Tech.	Amro Mosaad
East Brunswick School	Michael Cappiello
Perth Amboy School	Brian Bilal
Piscataway School	Nicole Slade

**15. BUDGET TRANSFERS CRITERIA**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve that for the 2024-25 school year, all budget transfers will take place at the minimum uniform chart of accounts level; (i.e. the 11 digit code) as shown below:

Fund	Program	Function	Object
xx	xxx	xxx	xxx

BE IT FURTHER RESOLVED that the Board of Education designate the Superintendent to approve transfers as necessary between meetings of the Board.

**16. ACCEPTANCE OF EXISTING CHART OF ACCOUNTS (G.A.A.P.) GENERALLY ACCEPTED ACCOUNTING PRINCIPLES**

WHEREAS, the Board of Education must be in compliance with Generally Accepted Accounting Principles (G.A.A.P.) as required by the State of New Jersey, Department of Education;

BE IT RESOLVED that the Board of Education accept the existing chart of accounts in compliance with Generally Accepted Accounting Principles (G.A.A.P.).

**17. BID THRESHOLD AND APPOINTING A QUALIFIED PURCHASING AGENT IN A BOARD OF EDUCATION PURSUANT TO N.J.S.A. 18A:18A-1**

RESOLVED, that the Middlesex County Magnet Schools Board of Education hereby approves Joseph Howe as the qualified purchasing agent and approves the bid and quotation threshold as follows for the school year 2024-2025 in accordance with N.J.S.A. 18A:18A-3:

	Bid Threshold	Quotation Threshold
Qualified Purchasing Agent	\$44,000	\$6,600

**18. AUTHORIZATION FOR WARRANTS ISSUED PRIOR TO BOARD MEETING**

RESOLVED that the Middlesex County Magnet Schools Board of Education authorized the Board Secretary/Business Administrator to pay demands (bills) as necessary prior to presentation to the Board. Any bills paid prior to the Board meeting will be presented at the next Board meeting for ratification.

**19. STATE CONTRACT PURCHASING**

WHEREAS, current New Jersey State statutes (18A:18A-10) allows a Board of Education to purchase goods or services pursuant to contracts entered into on behalf of the State by the Division of Purchase and Property; and

WHEREAS, Middlesex County Magnet Schools intends to use State contract for purchasing throughout the 2024-25 school year at times where it is advantageous to the District.

BE IT RESOLVED that the Board approve the use of State contract purchasing as a method of effective procurement throughout the 2024-25 school year.

**20. COOPERATIVE SYSTEM AGREEMENT - MCESC**

RESOLVED that the Middlesex County Magnet Schools Board of Education authorize the Business Administrator/Board Secretary to continue participation in the Educational Data Cooperative Pricing System in accordance with the original Agreement with the Educational Service Commission of Morris 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.

**21. COOPERATIVE SYSTEM AGREEMENT - ESCNJ**

RESOLVED that the Middlesex County Magnet Schools Board of Education authorize the Business Administrator/Board Secretary to continue participation in the Educational Services Commission of New Jersey (ESCNJ) Cooperative Pricing System in accordance with the original Agreement with ESCNJ 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.

**22. COOPERATIVE SYSTEM AGREEMENT - HCESC**

RESOLVED that the Middlesex County Magnet Schools Board of Education authorize the Business Administrator/Board Secretary to continue participation in the Hunterdon County Educational Services Commission (HCESC) Cooperative Pricing System in accordance with the original Agreement with HCESC 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.

**23. COOPERATIVE SYSTEM AGREEMENT – BERGEN COUNTY**

RESOLVED that the Middlesex County Magnet Schools Board of Education authorize the Business Administrator/Board Secretary to continue participation in the Bergen County Cooperative Pricing System in accordance with the original Agreement with Bergen 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.

**24. COOPERATIVE SYSTEM AGREEMENT – ACES**

WHEREAS, N.J.S.A. 18A:18A-11 and 40A:11-10 authorizes local district boards of education to enter into cooperative pricing agreements with local government units, i.e. municipalities and counties, (hereinafter local units"); and

WHEREAS, NJSBA has offered voluntary participation in a cooperative pricing system for the group purchase of electrical generation and/or natural gas for consumption by the local units; any ancillary or administrative services related to the purchase of electrical generation and/or natural gas; and related energy services; and digital and electronic products and services and other technology products and programs to be purchased by local units; and services and such other items or services as two or more participating local units in the system agree can be purchased on a cooperative basis; and

WHEREAS, the Middlesex County Magnet Schools in the county of Middlesex, State of New Jersey, desires to participate in NJSBA's Cooperative Pricing System;

THEREFORE BE IT RESOLVED that on July 14, 2024 the Middlesex County Magnet Schools Board of Education approves the participation in the ACES Cooperative Pricing System and authorizes the Business Administrator to enter into NJSBA's ACES Cooperative Pricing System Agreement pursuant to the provisions of N.J.S.A. 18A:18A-11 and 40A:11-10.

BE IT FURTHER RESOLVED that The New Jersey School Boards Association shall be responsible for complying with the "Public School Contracts Law," N.J.S.A. 18A:18A-1 et seq. all other applicable laws in connection with the preparation, bidding, negotiation and execution of contracts in connection with NJSBA's ACES Cooperative Pricing System.

**25. NEW JERSEY STATE INTERSCHOLASTIC ATHLETIC ASSOCIATION MEMBERSHIP 2024-2025 SCHOOL YEAR**

RESOLVED that the Middlesex County Magnet Schools in East Brunswick, Perth Amboy, Piscataway, Woodbridge, and Edison, New Jersey, County of Middlesex, are hereby authorized by the Middlesex County Magnet Schools Board of Education to:

- a. Enroll as a member of the Jersey State Interscholastic Athletic Association, a non-profit association of the public and parochial high schools of the State of New Jersey; and to
- b. Participate in the approved interschool athletic activities sponsored by the New Jersey State Interscholastic Athletic Association.

**26. NEW JERSEY SCHOOL BOARDS ASSOCIATION DUES 2024-2025**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve dues for the New Jersey School Boards Association for 2024-25 for the Middlesex County Magnet Schools as follows:

2024-25 Membership Dues	\$18,206.34
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**27. NEW JERSEY COUNCIL OF COUNTY VOCATIONAL SCHOOLS DUES 2024-2025**

RESOLVED that the Middlesex County Magnet Schools Board of Education Board of Education approve

dues for the New Jersey Council of County Vocational Schools for 2024-2025 for the Middlesex County Magnet Schools, as follows:

2024-25 Membership Dues	\$19,903.00
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**28. NEW JERSEY SCHOOL INSURANCE GROUP - ERIC NORTH MEMBERSHIP RENEWAL**

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to renew with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group ("NJSIG") is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Middlesex County Magnet Schools herein after referred to as the "Educational Institution," has resolved to apply to renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been canceled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW THEREFORE, BE IT RESOLVED, THAT:

- 1) This agreement is made by and between NJSIG and the Educational Institution;
- 2) The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2024, and ending July 1, 2027 at 12:01 a.m.;
- 3) In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
- 4) The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
- 5) NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable;
- 6) By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
- 7) The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of

New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;

- 8) The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG’s Plan of Risk Management;
- 9) The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
- 10) If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney’s fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;
- 11) The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,
- 12) The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Renew Membership to NJSIG.

**29. INSURANCE COVERAGE – NJSIG 2024-2025**

WHEREAS, the district as a member (3 year term - 7/1/24-6/30/27) of the New Jersey Schools Insurance Group (NJSIG) which was created to provide insurance coverage for New Jersey school districts as part of a non-for-profit insurance pool to make insurance expense more cost effective; and

WHEREAS, Brown & Brown Metro, Inc. (broker of record) has provided the 2024-2025 renewal rates through the NJSIG for various district insurance coverages including casualty/property, and school board legal liability as follows:

<u>Policy</u>	<u>Coverage</u>
Total Property and General Liability Package	\$420,203
School Board Legal Liability	\$69,669
Workers’ Compensation	\$288,779
Supplemental Workers’ Compensation	<u>\$13,559</u>
Total Premium Cost:	\$792,210

BE IT THEREFORE RESOLVED, that the Middlesex County Magnet Schools Board of Education approve the insurance renewal cost,as received from Brown & Brown Metro, Inc. for one (1) year insurance coverage (premium) provided by NJSIG for the period July 1, 2024 through June 30, 2025.

BE IT FURTHER RESOLVED, that the contract be awarded as an extraordinary unspecifiable service (EUS), as the law considers contracts regarding insurance to be treated as an EUS.

**30. INSURANCE COVERAGE – VARIOUS POLICIES 2024-2025**

WHEREAS, the following proposal for various insurance coverage, was received from Brown & Brown Metro, Inc. for one (1) year insurance coverage for the period July 1, 2024 through June 30, 2025, as follows:

<u>Policy</u>	<u>Carrier</u>	<u>Amount</u>
Student Accident	Monarch	\$40,347.00
Bonds for Business Administrator and Treasurer	CNA	\$ 2,792.25
Environmental	Philadelphia Indemnity	\$11,934.00
Nurses Professional Liability	Evanston Insurance	<u>\$ 5,358.00</u>
Total Premium Cost:		\$60,431.25

BE IT THEREFORE RESOLVED, that Middlesex County Magnet Schools Board of Education approve the insurance coverages and their premiums as indicated above.

BE IT FURTHER RESOLVED, that the contract be awarded as an extraordinary unspecifiable service (EUS), as the law considers contracts regarding insurance to be treated as an EUS.

**31. PROPRIETARY SOFTWARE**

RESOLVED that the Middlesex County Magnet Schools Board of Education award a proprietary software annual maintenance/support in accordance with 18A:18A-5(19) to Frontline Education for Frontline Central which will facilitate the flow of paperless forms in the District and Frontline Time and Attendance which will be used to replace paper timesheets where practicable, as follows:

Item	Cost
Prorated Subscription for year 1 9/1/24-6/30/25	\$16,154.13
Annual Subscription for year 2 7/1/25-6/30/26	\$19,459.60
One-time Implementation	\$10,400.00

**32. PURCHASE OF VOCATIONAL PROGRAM SUPPLIES– GRAINGER ([Attachment F](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of the attached vocational program supplies to Grainger for \$17,746.96 on the basis of New Jersey State Contract #19-FLEET-00566 as indicated in the attachment and supported through the Carl D. Perkins Post Secondary Program.

**33. PURCHASE OF ATHLETIC TEAM TRANSPORTATION ([Attachment G](#))**

WHEREAS sealed bids were received on July 9, 2024 in response to newspaper advertising in the "Home News Tribune" and "The Courier News" for Athletic Team Transportation as detailed in the attached bid tabulation.

BE IT THEREFORE RESOLVED that the Middlesex County Magnet Schools Board of Education award Athletic Team Transportation to Road to Success and George Dapper as outlined in the attachment.

**34. PURCHASE OF ATHLETIC TRAINER SERVICES**

WHEREAS sealed bids were received on July 9, 2024 in response to newspaper advertising in the "Home News Tribune" and "The Courier News" for Athletic Trainer Services to cover all District athletic events including soccer, cross country, basketball, baseball, and softball.

WHEREAS only one bid was received in good order from 21st Century Physiques & Athletic Training Services in the amount of \$68 per hour.

RESOLVED that the Middlesex County Magnet Schools Board of Education award the attached athletic training services to 21st Century Physiques & Athletic Training Services at the East Brunswick, Edison, Perth Amboy, Piscataway, and Woodbridge Campuses for \$68 per hour.

**35. APPLICATION FOR FUNDS – INDIVIDUALS WITH DISABILITIES EDUCATION ACT, PART B (IDEA-B) FY2025**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve application for funds for Individuals with Disabilities Education Act Part B (IDEA-B) as follows:

<u>Program Title</u>	<u>Amount</u>
Individuals with Disabilities Education Act, Part B (IDEA-B) FY2025	\$639,931
Start: July 1, 2024	
End: September 30, 2025	
Project Manager: Renee Davis	

**36. APPLICATION/ACCEPTANCE OF FUNDS – MIDDLESEX COUNTY CTSP GRANT**

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

<u>Project Title</u>	<u>Amount</u>
Don't Drive Dangerously Contest	\$750
From: July 1, 2024	
To: June 30, 2025	
Project Manager: Louis Libitz	

**37. ACCEPTANCE OF FUNDS – NEW JERSEY STATE DEPARTMENT OF EDUCATION ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA) GRANT FY25**

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>
Elementary and Secondary Education Act Grant	
Title I – Part A	\$453,914
Title II – Part A	\$ 59,456
Title IV	<u>\$ 34,051</u>
Total:	\$547,421
Start: July 1, 2024	
End: September 30, 2025	
Project Manager: Eugene Catanzaro	

**FACILITIES/TECHNOLOGY ITEMS**

**38. PURCHASE OF TECHNOLOGY SUPPLIES - MRA INTERNATIONAL ([Attachment H](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of technology supplies to MRA International for \$223,063.40 on the basis of the appropriate State Contract/Cooperative Purchasing Agreement, as indicated in the attachment and supported through the Carl D. Perkins Secondary Program.

**39. 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 \$19,396.95 on the basis of the appropriate State Contract/Cooperative Purchasing Agreement, as indicated in the attachment and supported through the Carl D. Perkins Secondary Program.

**40. PURCHASE OF FLOORING INSTALLATION - HANNON FLOORS**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of flooring installation to Hannon Floors in the amount of \$132,768.00 on the basis of ESCNJ Cooperative Purchasing Agreement 23/24-12 as follows:

<u>Description</u>	<u>Amount</u>
Provide and install approximately 4,800 sq. feet of single broadcast flooring with a flake blend epoxy top coat. New flooring will be installed over existing tile floor to be ground down prior to installation.	\$132,768.00

**41. 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>
Piscataway	Savin IMC 7000	1	\$23,228
East Brunswick	Savin IMC 7000	1	<u>\$23,228</u>
			Total: \$46,456

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of copiers to Atlantic Tomorrows Office for \$46,456 on the basis of New Jersey State Contract 24-FOOD-52426.

**42. PURCHASE OF FURNITURE – TANNER**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of furniture to Tanner for \$19,863.46 under following Cooperative Contracts, as follows:

<u>Contract</u>	<u>Location</u>	<u>Item</u>	<u>Qty.</u>	<u>Amount</u>
ESCNJ 22/23-08	Edison/East Brunswick	Adjustable chair	2	\$1,760.01
Ed Data Contract #12288	Piscataway	Classroom Whiteboards	4	\$4,439.55
Ed Data Contract #12288	Woodbridge	Cafeteria Tables	5	<u>\$13,666.90</u>
				Total: \$19,863.46

**43. PURCHASE OF GROUNDS EQUIPMENT - POWER PLACE, INC.**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of grounds equipment to the Power Place, Inc. in the amount of \$11,934.22 under the ESCNJ Cooperative Purchasing Agreement 22/23-12 as follows:

<u>Qty.</u>	<u>Description</u>	<u>Amount</u>
1	Stand on Hurricane Blower zero turn	\$11,934.22

**44. PURCHASE OF GROUNDS EQUIPMENT - DEERE AND COMPANY**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of grounds equipment to the Deere and Company in the amount of \$45,258.84 under the ESCNJ Cooperative Purchasing Agreement 22/23-12 as follows:

<u>Qty.</u>	<u>Description</u>	<u>Amount</u>
2	John Deere 2997R Diesel zero turn 72" riding mowers	\$45,258.84

**45. GYM FLOOR REFINISHING - CLASSIC SPORT FLOORS**

RESOLVED that the Middlesex County Magnet Schools Board of Education award gym floor refinishing to Classic Sport Floors in the amount of \$15,567.34 under the ESCNJ Cooperative Purchasing Agreement 22/23-43 as follows:

<u>Location</u>	<u>Amount</u>
Woodbridge	\$ 1,385.56
Perth Amboy	\$ 3,959.28
Piscataway	\$ 6,045.14
East Brunswick	\$ <u>4,177.36</u>
Total:	\$15,567.34

**46. LAWN MAINTENANCE PROGRAM - NATURAL GREEN LAWN CARE**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the lawn maintenance program to Natural Green Lawn Care for \$66,878.64 under the ESCNJ Cooperative Purchasing Agreement 20/21-49 as follows:

Application of fertilizer, weed control, and spray pre-emergent during the 2024-25 school year on the East Brunswick, Piscataway, Perth Amboy, and Woodbridge general grounds and non-irrigated sports fields (6 applications)	\$41,739.75
Application of fertilizer, weed control, insecticide, and pre-emergent during the 2024-25 school year on the East Brunswick, Piscataway, and Perth Amboy irrigated fields (9 applications)	\$ <u>20,964.77</u>
Total:	\$62,704.52

**47. CHANGE ORDERS - CAPITAL PROJECTS ([Attachment J](#))**

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**

**48. FIRE DRILLS/SECURITY DRILLS**

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

**49. 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

**Adjourn to Executive Session**

On a motion by Ms. Czarneski and seconded by Mrs. Faustini, the board adjourned into Closed Session at 7:30 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 HIB appeal.

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, Ms. Czarneski, Mr. Tartara, and Mrs. Faustini voted "aye," and the motion carried unanimously.

**Re-Convene to Public Session**

- On a motion by Ms. Czarneski and seconded by Mrs. Faustini, the Board reconvened into the public portion of the meeting at 8:02 p.m.

**Roll Call Vote:**

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

**APPROVE ALL ITEMS ON THE CONSENT AGENDA**

A motion was made by Mrs. Faustini 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 July 17, 2024, as recommended by the Superintendent of Schools.

**On a Roll Call Vote:**

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

**ADJOURNMENT**

A motion was made by Mrs. Faustini and seconded by Mr. Tartara that there being no further business the meeting be adjourned at 8:04 pm.

Respectfully submitted,

Joseph Howe

Joseph Howe  
Board Secretary