



**MIDDLESEX COUNTY MAGNET SCHOOLS  
BOARD OF EDUCATION**

**Business/Public Meeting Minutes | September 18, 2024 | 7:00 p.m.**

---

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

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

**Present:** Mr. Jones, Mr. Anderson, Mr. Tartara, and Mrs. Faustini

**Absent:** Ms. Czarneski

**Also Present:** Mr. Diaz, Superintendent, Mr. Howe, Board Secretary/Business Administrator of Operations, Mr. Knehr, Business Administrator of Facilities & Capital Planning, 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 September 8, 2024.
- Posted on the Middlesex County Magnet Schools website ([www.mcmsnj.net](http://www.mcmsnj.net)) on September 3, 2024.
- Mailed to the five (5) duly appointed Board Members.

**Correspondence**

None

**Presentations/Announcements**

- [Graduation Data](#)

**MINUTES**

**1. ACCEPTANCE OF MINUTES**

August 14, 2024

Business-Public Meeting ([Minutes 8.14.2024](#))

**EDUCATION & CURRICULUM ITEMS**

**2. APPROVE/CURRICULUM REVISION**

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

Social Studies	English Language Arts	Science	Math
<a href="#">Personal Financial Literacy</a> <a href="#">Principles of Democracy</a> <a href="#">World History</a> <a href="#">US History I</a> <a href="#">US History II</a>	<a href="#">ELA 9</a> <a href="#">ELA 10</a> <a href="#">ELA 11</a> <a href="#">ELA 12</a>	<a href="#">Biology</a> <a href="#">Chemistry</a> <a href="#">Environmental Science</a>	<a href="#">Algebra I</a> <a href="#">Algebra II</a> <a href="#">Geometry</a>

**3. APPROVE/STUDENT INTERNSHIP**

That the Board of Education approves the student internship listed below for the undergraduate student. Students are required to complete criminal history background checks prior to starting, as recommended by the Superintendent.

Name	Period	Supervisor
Leanna Pede (Montclair State University)	September - December 2024 January - May 2025 (Total of 120 field based hours)	Mariana Habib East Brunswick Campus

**POLICY ITEMS**

**4. APPROVE 2nd READING/REVISION OF POLICY & REGULATIONS**

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

- [Policy 3160 Physical Examination](#) | [Regulation 3160 Physical Examination](#)
- [Policy 4160 Physical Examination](#) | [Regulation 4160 Physical Examination](#)
- [Policy 5337 Service Animals](#)
- [Policy 5350 Student Suicide Prevention](#)
- [Policy 8420 Emergency and Crisis Situations](#)
- [Policy 5430 Class Rank](#)
- [Policy 2624 Grading System](#)
- [Policy 2200 Curriculum Content](#)
- [Policy 8467 Firearms and Weapons](#) | [Regulation 8467 Firearms and Weapons](#)
- [Regulation 5570 Sportsmanship](#)
- [Regulation 2624 Grading System](#)
- [Policy 1110 Organizational Chart](#) | [Regulation 1110 Organizational Chart](#)

**PERSONNEL ITEMS**

**5. 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
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>
Bari Herman	FMLA (Retroactive)	School Nurse	EB	N/A	N/A	9/16/24	12/13/24
Zachary Levine	NJFLA (Baby Bonding) Paternity Leave	Teacher of Social Studies	EB	N/A	N/A	12/2/24	2/28/25
Rafael Nava	FMLA (Retroactive)	Teacher of Spanish	WA	N/A	N/A	9/3/24	10/30/24

<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>
Samra Awais	Substitute	Substitute	N/A	\$150/Day	N/A	9/19/24	N/A
Joseph Cabrera	New Hire	Custodial Supervisor	CO	\$85,000	N/A	9/19/24	6/30/25
Kyrs Hargrave	New Hire (Retroactive)	Teacher of English (Leave Replacement)	EB	\$77,617	D-3-12	9/12/24	6/30/25
Leanna Pede	Substitute	Substitute	N/A	\$150/Day	N/A	9/19/24	N/A
Charles Ubitz	Re-Hire	Specialized Mechanic	CO	\$78,419	4	9/23/24	6/30/25

<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>
N/A							

<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>
Mike Daniel (Pending CHR)	Sports - Soccer	Volunteer Assistant Coach	EA	N/A	N/A	9/12/24	6/30/25
Leanna Pede	Sports - Cheerleading	Volunteer Assistant Coach	EA	N/A	N/A	9/19/24	6/30/25

<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>
Eugene Leahy	After Hours (Foyer Maintenance at PI)	Carpentry Instructor	PI	\$41/hr. (8 hrs.)	N/A	8/26/24	8/29/24
Glen Foli	After Hours (Foyer Maintenance at PI)	Welding Instructor	PI	\$41/hr. (8 hrs.)	N/A	8/26/24	8/29/24

<b>G. Adult Education</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>
Brendan Patterson	Substitute Part-time Employment	IBEW Apprentice Instructor	EB/PI	\$40/hr.	N/A	9/5/24	6/30/25

**6. RANGE OF PAY/SUBSTITUTE TEACHERS**

That the Board of Education approves the range of pay as follows for the 2024-2025 school year for substitute teachers, as recommended by the Superintendent.

**\$150/day**

County or NJ-certified per-diem substitute

**\$200/day**

Per-diem substitute serving or anticipated to serve more than 20 consecutive days in the same assignment and certified in the content area pursuant to N.J.A.C. 6A:9B-7.3(c). Payment shall be at this rate for the first day of an assignment that is assigned to last more than 20 continuous days in the same classroom. For assignments that are originally less than 20 days but are extended beyond 20 days, the payment shall be retroactive to the first day of continuous uninterrupted service. Any current or future per-diem substitute appointed by the Board who is properly certified shall be eligible for such assignment as assigned at the discretion of the superintendent with notification as and when may be required to the executive county superintendent of schools. Such assignments exceeding 20 days, as may be needed, shall be made at any time by the superintendent to ensure the continuity of the instructional program and acknowledged by the Board of Education at their next regularly scheduled meeting.

**7. APPROVE/JOB DESCRIPTION**

That the Board of Education approves the following job description, as recommended by the Superintendent.

- [Director of Special Services](#)

**8. PSYCHIATRIC EXAMINATIONS/2024-2025 SCHOOL YEAR**

That the Board of Education approves the appointment of medical personnel to cover students in need of psychiatric evaluations for the 2024-2025 school year, as recommended by the Superintendent. ([Attachment](#))

**9. APPROVE/DISTRICT SAFETY TEAMS/2024-2025 SCHOOL YEAR**

That the Board of Education approves the attached list of District Safety Teams for the 2024-2025 school year, as recommended by the Superintendent. ([Attachment](#))

**10. EMPLOYMENT OF PAID ASSIGNMENTS/2024-2025 SCHOOL YEAR**

That the Board of Education approves the attached list of Paid Assignments for the 2024-2025 school year as presented, as recommended by the Superintendent. ([Attachment](#))

**11. APPROVE/STUDENT PERFORMING ARTS/CULINARY ARTS TECHNICIANS/2024-2025 SCHOOL YEAR**

That the Board of Education approves the attached list of Student Performing Arts/Culinary Arts Technicians for the 2024-2025 school year, as recommended by the Superintendent. ([Attachment](#))

**12. ACCEPTANCE OF SUPERINTENDENT MERIT GOALS/2024-2025**

That the Board of Education accepts the Merit Goals of Jorge E. Diaz, Superintendent of Schools, for the 2024-2025 school year pending submission and approval by the Interim Executive Superintendent of Schools.

- **Qualitative Goal - Creation of an AI Task Force**
- **Quantitative Goal - Student Leadership Media Campaign**
- **Quantitative Goal - Distinguished Leaders Program - Part 2**



**18. 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.

**19. CHILD NUTRITION COMMITTEE**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the following appointments to the Child Nutrition Committee at each campus:

East Brunswick

Michael Cappiello  
Jason Garzone  
Joseph Adochio  
Morgan Lalevee  
Kylie Naylor  
Lauren Pulgarin  
Christina Mercogliano  
Jennifer Rastelli  
Gabriel Ferrari  
Tesia Yachimovicz

Piscataway

Nicole Slade  
Gary McGeehan  
Antonia Mastrella  
Shay Swam  
LaTarsha Atkins

Perth Amboy

Brian Bilal  
Rhonda Baskerville  
Lee Resto  
Yadelin Vargas  
Nyra Pinkney  
Leila Ali  
Patricia Dayeh-Tavares

Woodbridge

Robert Fuller  
Sonja Paprota  
Cristina Kelly  
Brindha Arumugam  
Maansa Srinivas

**20. UNEMPLOYMENT COST CONTROL SERVICES RENAISSANCE UNEMPLOYMENT INSURANCE CONSULTANTS, INC.**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the reappointment of Interstate Tax Service, Inc. to provide Unemployment Cost Control Services commencing October 1, 2024 and ending July 1, 2025 at a fee of \$133.33 per month.

**21. APPOINTMENT OF PERSONNEL TO FEDERAL ENTITLEMENT PROGRAMS ([Attachment F](#))**

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

**22. 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>
10/5/24	PCA of USA	East Brunswick	Gym/Cafeteria
9/28/24, 10/5/24, 10/12/24, 10/19/24, 10/26/24, 11/2/24, 11/16/24, 11/23/24, 12/7/24 & 12/14/24	City of Perth Amboy	Perth Amboy	Gym

**23. DONATION - MIDDLESEX COUNTY FAIR ASSOCIATION BOARD**

WHEREAS, the Middlesex County Fair Association Board wishes to donate \$5,000.00 and an additional \$100.00 in memory of George P. Hauser to the FFA Chapter at our East Brunswick campus.

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

**24. 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.

**25. COOPERATIVE SYSTEM AGREEMENT - MOESC**

WHEREAS, N.J.S.A. 40A:11-11 (5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Monmouth-Ocean Educational Services Commission (MOESC), hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on September 18, 2024 the governing body of the Middlesex County Magnet Schools Board of Education, County of Middlesex, State of New Jersey, pursuant to N.J.A.C 5:34-7.6 (a), duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED this RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Monmouth-Ocean Educational Services Commission (MOESC), Pursuant to the provisions of N.J.S.A. 40A:11-11(5) and N.J.A.C 5:34-7.6 (a), the Middlesex County Magnet Schools Board of Education is hereby authorized to enter into a Cooperative Pricing Agreement with Monmouth-Ocean Educational Services Commission (MOESC), the Lead Agency. The Lead Agency shall comply with the Public School Contracts Law (N.J.S.A. 18A:18A-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

**26. PURCHASE OF FURNITURE – GLOBAL % TANNER**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of furniture to Global % Tanner for \$880.01 under the ESCNJ Cooperative Purchasing Agreement 22/23-08 as follows:

<u>Location</u>	<u>Description</u>	<u>Amount</u>
Perth Amboy	High Back Adjustable Chair	\$880.01

**27. PURCHASE OF FURNITURE – VIRCO & GLOBAL % TANNER ([Attachment G](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of furniture to Virco & Global % Tanner for \$4,377.12 under the ESCNJ Cooperative Purchasing Agreement 22/23 as indicated in the attachment.

**28. ACCEPTANCE OF FUNDS – NEW JERSEY DEPARTMENT OF EDUCATION – CARL D. PERKINS VOCATIONAL AND APPLIED TECHNOLOGY EDUCATION – POST-SECONDARY FY 2025 (STATE FUNDS)**

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

<u>Project Title</u>	<u>Amount</u>
Carl D. Perkins Post-Secondary FY 2025	\$137,123 (State Funds Only)
From: July 1, 2024	
To: June 30, 2025	
Project No. 233150-25	
Project Manager: Dawn Lystad	

**29. ACCEPTANCE OF FUNDS – NEW JERSEY DEPARTMENT OF EDUCATION – CARL D. PERKINS VOCATIONAL AND APPLIED TECHNOLOGY EDUCATION – SECONDARY FY 2025**

BE IT RESOLVED that the Middlesex County Magnet Schools Board of Education approve acceptance of funds from the New Jersey Department of Education to include an additional \$13,290 reallocation funds pursuant to a NJDOE notification to the Superintendent on September 10, 2024, as follows:

<u>Project Title</u>	<u>Amount</u>
Carl D. Perkins Secondary FY 2025	\$858,533
From: July 1, 2024	
To: June 30, 2025	
Project No. V048A210030	
Project Manager: Lee Neamand	

**30. AGREEMENT WITH EMPOWER SOMERSET - NJDOH GRANT PROGRAM ([Attachment H](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve an agreement with Empower Somerset to implement at the Perth Amboy Magnet School the Whole School, Whole Community, Whole Child School Health Project program grant administered by the New Jersey Department of Health. In year one of the grant the District is to receive an \$8,000 stipend to support the initiative.

**FACILITIES/TECHNOLOGY ITEMS**

**31. SMARTnet COVERAGE/TECHNOLOGY EQUIPMENT PURCHASE – MILLENNIUM COMMUNICATIONS GROUP, INC.**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of SMARTnet coverage for technology equipment to Millennium Communications Group, Inc. for \$45,633.88 on the basis of New Jersey State Contract NASBO NJ-21TELE-015 (Cisco), New Jersey State Contract #A88740, and Hunterdon County Educational Service Commission Cooperative Agreement #HCECSC-22-01 as follows:

<u>Location</u>	<u>Description</u>	<u>Amount</u>
District	Network and IT infrastructure SMARTnet coverage	\$45,633.88

**32. COPIER PURCHASE REVISION - ATLANTIC TOMORROW’S OFFICE**

WHEREAS the district needs to upgrade a copier purchase that was previously approved by the Middlesex County Magnet Schools Board of Education at the July 17th Board Meeting in the amount of \$23,228 on the basis of state contract 24-FOOD-52426.

BE IT RESOLVED that the Middlesex County Magnet Schools Board of Education approve the revised purchase as follows:

Original Purchase (Savin IM 7000)	\$23,228.00
Upgrade to color (Savin IMC 6500)	<u>\$ 6,871.00</u>
Total new cost	\$30,099.00

**33. PURCHASE OF TECHNOLOGY SUPPLIES - MRA INTERNATIONAL ([Attachment I](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of technology supplies to MRA International for \$2,400.00 on the basis of the appropriate State Contract/Cooperative Purchasing Agreement, as indicated in the attachment.

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

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of the attached technology supplies to CDW-G for \$43,802.84 on the basis of the appropriate State Contract/Cooperative Purchasing Agreement, as indicated in the attachment.

**35. 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 \$9,905.68 on the basis of Cooperative Purchasing Agreement NJSBA ACES-CPS #E-8801, as indicated in the attachment.

**36. TECHNOLOGY EQUIPMENT INSTALLATION – IMMEDIATE TECHNICAL SERVICES INC.**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of technology equipment installation to Immediate Technical Services, Inc. on the basis of New Jersey State Contract #23-TELE-45464 as follows:

<u>Location</u>	<u>Description</u>	<u>Amount</u>
East Brunswick & Piscataway	Install projectors and monitors	\$10,630.00

**37. CHANGE ORDERS - CAPITAL PROJECTS ([Attachment L](#))**

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**

**38. FIRE DRILLS/SECURITY DRILLS**

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

**39. 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**

Julia Diaz, student in the Engineering Program at Edison Academy, shared that the school year was off to a great start with students engaging in a number of clubs and activities. Superintendent Diaz shared how this included the administration working with students, parents, and faculty to reorganize the FBLA club. Ms. Diaz asked for more information on programs that will be housed at the new school being constructed on the Edison campus and was provided that information to share with fellow students who were interested. Finally, Ms. Diaz shared with the Board some of the details of her senior project which include a proprietary scientific invention to be used in search and rescue applications.

**APPROVE ALL ITEMS ON THE CONSENT AGENDA**

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 September 18, 2024, as recommended by the Superintendent of Schools.

**On a Roll Call Vote:**

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

**ADJOURNMENT**

A motion was made by Mr. Anderson and seconded by Mrs. Faustini that there being no further business the meeting be adjourned at 7:55 pm.

Respectfully submitted,

Joseph Howe

Joseph Howe  
Board Secretary