

BOARD OF EDUCATION OF THE VOCATIONAL SCHOOLS
IN THE COUNTY OF MIDDLESEX

MINUTES OF THE REGULAR PUBLIC MEETING HELD DECEMBER 14, 2021

The regular public meeting of the Board of Education of the Vocational Schools in the County of Middlesex was held 7:00 p.m., Tuesday, December 14, 2021 at the East Brunswick School.

On roll call, the following members were present:
Mr. Jones, Ms. Czarneski, Mrs. Eastman and Mr. Tartara

Also present were Mr. Mooney, Interim Superintendent;
Mr. Bicsko, Assistant Superintendent;
Mr. Knehr, Board Secretary/Business Administrator;
Mr. Johnson, Director of Personnel; and
Mr. Affrunti, Board Attorney

Mr. Jones presided and made the following announcement regarding the "Sunshine Law."

"The New Jersey Open Public Meetings 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 November 16, 2021 in the following manner:

- A. Posted on the bulletin board reserved for announcements in the Board Office, 112 Rues Lane, East Brunswick, NJ.
- B. Mailed to the Home News Tribune, Courier News, and the Clerk of Middlesex County.
- C. Posted on the Middlesex County Vocational and Technical Schools website (www.mcvts.net).
- D. Mailed to the five (5) duly appointed Board members."

CORRESPONDENCE

None

MINUTES

Ms. Czarneski moved, seconded by Mrs. Eastman that the minutes of the Special meeting of November 20, 2021 be approved as distributed.

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

Mr. Tartara moved, seconded by Ms. Czarneski that the minutes of the Closed Session meeting of November 20, 2021 be approved as distributed.

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

Ms. Czarneski moved, seconded by Mr. Tartara that the minutes of the Regular public meeting of November 22, 2021 be approved as distributed.

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

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Mr. Tartara moved, seconded by Ms. Czarneski that the minutes of the Closed Session meeting of November 22, 2021 be approved as distributed.

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

Ms. Czarneski moved, seconded by Mr. Tartara that the minutes of the Special meeting of December 5, 2021 be approved as distributed.

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

Ms. Czarneski moved, seconded by Mr. Tartara that the minutes of the Closed Session meeting of December 5, 2021 be approved as distributed.

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

TREASURER'S REPORT

A report was received from the Treasurer (Form A-149). Ms. Czarneski moved, seconded by Mr. Tartara that the report be accepted and filed with the minutes of the meeting.

It was noted that the Secretary's and Treasurer's Reports were in agreement.

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

SECRETARY'S REPORT

The secretary presented a monthly financial report (Form A-148) Mr. Jones moved, seconded by Ms. Czarneski that the report be accepted and filed with the minutes of the meeting.

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

BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS

The Board Secretary also presented a monthly certification budgetary line item status report. Ms. Czarneski moved, seconded by Mr. Tartara that this report be accepted and filed with the minutes of the meeting.

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

BOARD OF EDUCATION MONTHLY CERTIFICATION BUDGETARY MAJOR ACCOUNT/FUND STATUS

Mr. Jones moved, seconded by Ms. Czarneski that pursuant to N.J.A.C. 6:20-2.13 (e), the Board certify that as of October 31, 2021 after review of the secretary's monthly financial report, and upon consultation with the appropriate district officials, to the best of the Board of Education's knowledge that no major account or fund has been over expended in violation of N.J.A.C. 6:20-2.13 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

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

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PAYROLLS

The following payrolls were presented for payment:

November 30, 2021	\$1,212,355.34
December 15, 2021	\$1,194,033.40

Mr. Jones moved, seconded by Ms. Czarneski that the Board of Education approve the payrolls listed above.

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

BILLS

Bills in the amount of \$2,092,482.66 were presented for payment. Mr. Jones moved, seconded by Ms. Czarneski that these bills be approved for payment.

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

BUILDING AND GROUNDS COMMITTEE REPORT

Supervisor of Buildings and Grounds Report

Mr. Fran Cap presented his report on the status of capital projects and facility issues throughout the District (as attached).

Mr. Adam Finkle was in attendance representing the SSP Architectural Group.

CURRICULUM AND INSTRUCTION REPORT

Mrs. Katherine Dennison, Supervisor of Instruction reported (as attached) on the status of the English as a Second Language (ESL) program including the new ESL curriculum being presented to the Board for approval.

CAREER AND TECHNICAL EDUCATION (CTE) REPORT

Mr. Adam Recktenwald, Supervisor of CTE provided a report (as attached) on the collaborative automotive program with Middlesex College and the Pre-Apprenticeship Career Exploration (PACE) Grant with the New Jersey Department of Labor.

COVID-19 REPORT

Mr. Jeffrey Bicsko, Assistant Superintendent provided an update (as attached) on Covid-19 issues to the Board of Education.

SUPERINTENDENT'S REPORT

Mr. Mooney presented his report, and as certain items were considered, appropriate action was taken by the Board of Education.

PERSONNEL 2021-2022

The Superintendent recommends that the Board of Education approve the following personnel item(s):

Carly Balsamo	Administrative Assistant to Guidance Academy for Science, Mathematics and Engineering Technologies	Resignation from the position of Administrative Assistant to Guidance at the Edison Academy effective January 3, 2022. (Requesting to Post on December 15, 2021)
Nicole McBride	Teacher of English East Brunswick Career Development	Resignation from the position of Teacher of English at the East Brunswick School of Career Development effective January 25, 2022. (Requesting to Post on December 15, 2021)

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SUPERINTENDENT'S
REPORT CONT'D

PERSONNEL 2021-2022 CONT'D

Syonah Williams	Junior Varsity Girls Basketball Coach Perth Amboy Campus	Resignation from the position of Junior Varsity Girls Basketball Coach at the Perth Amboy Campus effective December 6, 2021.
Matthew Brauer	Custodian East Brunswick Campus	Appointment to the position of Custodian at the East Brunswick Campus effective January 10, 2022 through June 30, 2022 at the pro-rated salary of \$40,316, Step 7. He would be provisionally hired.
Nikita Patil	Teacher of Computer Science Engineering Academy for Science, Mathematics and Engineering Technologies	Appointment to the position of Teacher of Computer Science Engineering at the Edison Academy effective March 1, 2022 through June 30, 2022 at the pro-salary of \$71,007 (to be adjusted when a new contract is ratified), Step B-1-12. She would be provisionally hired.
Christian Rios	Teacher of Culinary Arts (Temporary) Piscataway Campus	Appointment to the position of Teacher of Culinary Arts (Temporary) at the Piscataway Campus effective December 15, 2021 through June 30, 2022 at a pro-rated salary of \$71,007 (to be adjusted when a new contract is ratified), Step B-1-12. Employment is contingent upon issuance of a certificate of eligibility. He would be provisionally hired.
Susan Rufolo	Teacher of Licensed Practical Nursing Piscataway Campus	Appointment to the position of Teacher of Licensed Practical Nursing at the Piscataway Campus effective January 10, 2022 through June 30, 2022 at the pro-salary of \$81,707 (to be adjusted when a new contract is ratified), Step H-1-14. She would be provisionally hired.
Diane Soles	General Administrative Assistant East Brunswick Campus	Appointment to the position of Administrative Assistant to Principal at the East Brunswick Campus effective December 15, 2021 through June 30, 2022 at the pro-rated salary of \$44,663, Step C-8. She has been employed in the district since May 2012 and has successfully completed the mandated criminal history process.
Dana West	Teacher of Health Careers Piscataway Campus	Appointment to the position of Teacher of Health Careers at the Piscataway Campus effective January 18, 2022 through June 30, 2022 at a pro-rated salary of \$74,007 (to be adjusted when a new contract is ratified), Step E-1-12. Employment is contingent upon issuance of a certificate of eligibility. She would be provisionally hired.
Cristina Kelly	School Nurse Academy for Allied Health and Biomedical Sciences	Transfer from the position of School Nurse at the Woodbridge Academy to the position of School Nurse at the Piscataway Campus effective December 13, 2021 (Temporary). There is no change in salary due to this transfer.
Rosemary Simmons	School Nurse Academy for Science, Mathematics and Engineering Technologies	Transfer to the position of School Nurse (1/2 time) at the Woodbridge Academy and School Nurse (1/2 time) at the Edison Academy effective December 13, 2021 (Temporary). There is no change in salary due to this transfer.

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SUPERINTENDENT'S REPORT CONT'D

PERSONNEL

PACE PROGRAM FACILITATOR – NEW POSITION

The Superintendent recommends the establishment of a Pace Program Facilitator position within the Middlesex County Vocational and Technical Schools District. This is a supervisory position for the Pre-Apprentice Program paid through the Pace Grant at \$40/hr. at approximately 5-10 hours per week.

PER DIEM/HOURLY RATE UPDATE

The Superintendent is recommending that all personnel previously approved by the Board of Education for 2021-2022 school year at per diem/hourly rates be upgraded as follows effective December 15, 2021 for the following positions:

- Substitute Day School Teachers - \$150
- Substitute CTE Instructors - \$175
- Licensed Practical Nursing Instructors - \$40/hr.

PROJECT LEAD THE WAY COURSE – KATHLEEN WILHELMY

The Superintendent is recommending approval for the following individual to take a course from January 12, 2022 through March 16, 2022 which is necessary to certify the instructor to teach Biomedical Innovations, which is a new section of Project Lead the Way. This course will be taken after hours and compensation will be at the rate of \$40/hr.

Academy for Allied Health and Biomedical Sciences
Kathleen Wilhelmy

STUDENT CULINARY ARTS TECHNICIANS

The Superintendent is recommending the following culinary arts students at the East Brunswick Campus for the position of student culinary arts technicians. The students will work various school sponsored events under the supervision of their instructor during the 2021-2022 school year. The rate of pay will be \$12.00 per hour:

Danielle Booker	Savanah Olson-Eisenbrey
Marcos Espaillat	Destiny Rasteiro
Danielle Krisko	Allizabeth White
Christina Machi	Nasir Wooten

BASKETBALL SITE SUPERVISOR/CLOCK OPERATOR – 2021-2022 – ADDITIONAL

The superintendent is recommending that the individual listed below be approved for the winter sports as both site supervisor and basketball clock operator for the 2021-2022 season at the campus below at the rate of \$85 for two games and \$60 for one game as a site supervisor and \$35 per game as clock operator.

Woodbridge Campus
Rocco Funari

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SUPERINTENDENT'S
REPORT CONT'DPERSONNELEMPLOYMENT OF VARSITY COACHES - 2021-2022

The Superintendent recommends the employment of the following individuals in the position of Varsity Coach for the 2021-2022 school year at the rate of \$7,650 per annum that may be adjusted if and when a new contract is agreed upon between the Board of Education and the Middlesex County Vocational Education Association.

Baseball

East Brunswick Campus	Todd Sak
Perth Amboy Campus	TBD
Piscataway Campus	Jake Rosenberg

Softball

Academy/Woodbridge	Scott Modzelewski
East Brunswick Campus	Michael Buonaguro
Perth Amboy Campus	Michael Perpente
Piscataway Campus	Robert Gardella

Tennis

Academy/Edison	TBD
Academy/Woodbridge	Michael Gershon

EMPLOYMENT OF JUNIOR VARSITY COACHES - 2021-2022

The Superintendent recommends the employment of the following individuals in the position of Junior Varsity Coach for the 2021-2022 school year contingent upon the school's ability to field a Junior Varsity Team by the designated date. Compensation will be \$5,550 for coaches that field a Junior Varsity team that may be adjusted if and when a new contract is agreed upon between the Board of Education and the Middlesex County Vocational Education Association.

Baseball

East Brunswick Campus	Connor Gillis
Perth Amboy Campus	TBD
Piscataway Campus	Justin Bertolozzi

Softball

Academy/Woodbridge	TBD
East Brunswick Campus	Gina Chiarello
Perth Amboy Campus	Yadelin Vargas
Piscataway Campus	Tomasso Incognito

Tennis

Academy/Edison	TBD
Academy/Woodbridge	Jennifer Frank

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SUPERINTENDENT'S
REPORT CONT'D

PERSONNEL

EMPLOYMENT OF ASSISTANT VARSITY GIRLS BASKETBALL COACH - 2021-2022

The Superintendent recommends the employment of the following individual in the position of Assistant Varsity Girls Basketball Coach for the 2021-2022 school year. Compensation will be \$3,774.

Girls Basketball
Perth Amboy Campus

Jordan Manley
(Replacing Syonah Williams)

EMPLOYMENT OF DAY SCHOOL SUBSTITUTE TEACHER – 2021-2022 – ADDITIONAL

The Superintendent recommends the employment of the following individual as substitute teacher for the 2021-2022 school year at a per diem rate of \$150. Pending the issuance of a county substitute certificate.

Nicole Gallagher

ADULT EDUCATION – EVENING SCHOOL STAFF – ADDITIONAL

The Superintendent recommends approval of the following as part-time evening school staff for the 2021-2022 school year.

<u>NAME</u>	<u>POSITION</u>	<u>RATE OF PAY</u>
Katie Elko	Career Counselor/Placement Coordinator	\$35/hr.

CO-CURRICULAR ACTIVITIES - ADVISOR – 2021-2022 – ADDITIONAL

The Superintendent recommends the employment of the following individual as co-curricular paid advisor as indicated for the 2021-2022 school year:

Academy for Allied Health and Biomedical Sciences
Jilian Rise – 9th Grade Advisor

ADULT EDUCATION – CUSTOMIZED TRAINING MIDDLESEX COUNTY ADULT CORRECTIONS CENTER

The Superintendent recommends the continuation of the Inmate Education Program, a Customized Training Program offered at the Middlesex County Adult Corrections Center through our Adult Education Department, pending final county approval of the customized training program.

The Inmate Education Program provides a comprehensive program of educational services including Adult Basic Education, HiSET Prep, and Independent Study.

The Inmate Education Program, located at the Middlesex County Adult Corrections Center in North Brunswick, will operate during regular Adult Corrections Center hours from January 1, 2022 through December 31, 2022.

<u>Amount:</u>	\$82,941
<u>Instructor:</u>	Full Time Adult Basic Education, HiSET, Independent Study Ms. Lisa DiLeo Salary – \$62,675 per grant period

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SUPERINTENDENT'S
REPORT CONT'D

At this point the Board considered the personnel recommendations of the Superintendent.

Mr. Tartara moved, seconded by Ms. Czarneski that the Board accept/approve the Superintendent's personnel recommendations.

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

MCVTS DISTRICT EVALUATIONS

The Superintendent is recommending the approval of the following MCVTS evaluation forms:

- Principal/Assistant Principal
- Director of Adult Education
- Director of Instructional Services
- Director of Career & Technical Education
- Supervisor of Special Education
- Supervisor of Instructional Services
- Supervisor of CTE
- High School Teachers
- Student Assistance Counselor
- School Counselor
- LDTC
- School Psychologist
- Media Specialist
- School Nurse
- Speech Therapist
- Social Worker
- Co-op CTE Coordinator
- Classified Employee Evaluations
 1. Administrative Assistants
 2. Clerks
 3. Bookkeepers
 4. Employee Benefits Coordinator
 5. Payroll Coordinator
 6. Tuition Coordinator/BOE Receptionist
 7. Purchasing Coordinator
 8. Receivable Coordinator/Accounting Assistant
- Administrative Assistant to Superintendent
- Administrative Assistant to the Assistant Superintendent
- Administrative Assistant Board Secretary and/or to the Business Administrator
- Administrative Assistant to the Personnel Director
- Business Administrator/Board Secretary

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SUPERINTENDENT'S
REPORT CONT'D

OPEN HOUSE

The Superintendent is reporting that our Piscataway Campus held an in-person open house on Saturday, December 4, 2021.

Nicole Slade, principal at our Piscataway Campus, reported that approximately 175 guests visited the open house to learn about the school. Some career major instructors, as well as guidance and teaching staff were also in attendance.

EVENTS

The Superintendent is recommending approval of the following school events during the 2021-2022 school year:

ACADEMY/EDISON – ALUMNI PANEL

Date: January 12, 2022

Time: 1:30 p.m. – 3:30 p.m. - Location: Middlesex College – West Hall

The purpose of this event is to inform current students about college and career opportunities.

WINTER FORMAL – PERTH AMBOY CAMPUS

Date: January 14, 2022 (Changed from previously approved December 17, 2021)

Time: 7 p.m. – 10 p.m. - Location: Gymnasium

This event would be open to the Perth Amboy students and their guests and would be fully chaperoned.

SENIOR CLASS TRIP – PERTH AMBOY CAMPUS

Date: May 25, 2022

Time: 8:00 a.m. – 7:30 p.m. - Location: Pocono Valley, Pocono Mountains, PA

Students pay all fees and transportation with their own funds and this trip would be fully chaperoned.

VOLUNTEER ASSISTANT COACHES – 2021-2022

The Superintendent is recommending that the individuals as indicated below be approved as volunteer assistant coaches for the 2021-2022 school year. There is no compensation for volunteer coaches.

East Brunswick

Peter Santiago – Baseball

Julie Buonaguro – Softball

Perth Amboy

Joseph Sepelyak - Baseball

Stephen Moir – Softball

Piscataway Campus

Chris Rosenberg - Baseball

Dave Rosenberg - Baseball

Michael Rosenberg - Baseball

MIDDLESEX COUNTY VOCATIONAL AND TECHNICAL SCHOOL INTERNSHIP – JULIA RAMIREZ

The Superintendent is recommending that Julia Ramirez, a graduate student at Rutgers University, be approved to participate in a student teaching internship at the East Brunswick Campus as part of her graduation requirements for the Spring 2022 semester (January-May 2022) and the Fall 2022 Semester (September-December 2022).

Ms. Ramirez will be supervised by Cleo Mack, Teacher of Dance at the East Brunswick Campus. Michael Cappiello, Principal at the East Brunswick Campus will oversee her student internship.

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SUPERINTENDENT'S
REPORT CONT'DMOTORCYCLE RIDER SAFETY PROGRAM 2022

The Superintendent recommends approval for the continuation through June of 2022 for the Motorcycle Rider Safety Program sponsored by Rider Education of New Jersey, Inc. This program has been run successfully at our Piscataway Campus for many years, and generates no cost to the Board of Education.

HARASSMENT, INTIMIDATION AND BULLYING INVESTIGATION

The Superintendent is reporting 1 incident of Harassment, Intimidation and Bullying to the Board of Education.

Incident #3 – November 19, 2021

School: East Brunswick Campus

Location: Classroom

HIB (Y/N): Yes

Disciplinary Consequences: Suspension

Parent Contact (Y/N): Yes

Intervention Services: Student Counseling

SID #: 5977840450, 6240068720

DISTRICT FIRE DRILLS

The Superintendent is reporting that mandatory fire drills were conducted at each campus last month. All fire drills were concluded without incident. Each of the schools performed drills a minimum of once during the month, the dates of which were as follows:

Academy/Edison

November 18, 2021

Academy/Woodbridge

November 18, 2021

East Brunswick Campus

November 9, 2021

Perth Amboy Campus

November 10, 2021

Piscataway Campus

November 9, 2021

DISTRICT SECURITY DRILLS

The Superintendent is reporting that mandatory security drills were conducted at our campuses last month, where summer school was held. This drills were concluded without incident. The dates and types of drills are as follows:

<u>Campus</u>	<u>Date</u>	<u>Drill Type</u>
Academy/Edison	November 30, 2021	Shelter In Place
Academy/Woodbridge	November 30, 2021	Lockdown
East Brunswick Campus	November 19, 2021	Non-Fire Evacuation
Perth Amboy Campus	November 18, 2021	Non-Fire Evacuation
Piscataway Campus	November 18, 2021	Non-Fire Evacuation

Cont'd

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BUS EVACUATION DRILLS

The Superintendent is reporting that bus evacuation drills were conducted at the following campuses:

<u>Campus</u>	<u>Date</u>
Academy/Edison	October 26, 2021
Academy/Woodbridge	October 29, November 8, 15 & 17, 2021
East Brunswick Campus	October 1, 2021
Perth Amboy Campus	November 30 & December 2, 2021
Piscataway Campus	September 23, 2021

DATES TO REMEMBER

January 12, 2022.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
February 9, 2022.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
March 9, 2022.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
April 13, 2022.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
May 11, 2022.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
June 22, 2022.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
July 13, 2022.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
August 10, 2022.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
September 14, 2022.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
October 12, 2022.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
November 1, 2022.....	Board of Education Meetings MCVTS - East Brunswick Campus Organizational Meeting - 7:00 P.M. Regular Monthly Meeting - 7:15 P.M.

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Mr. Tartara moved, seconded by Ms. Czarneski that the Board of Education accept/approve the Superintendent's report and all recommendations other than personnel.

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

PUBLIC COMMENTS

Board President called for comments from the public.

There were none.

Ms. Czarneski moved, seconded by Mr. Tartara that Public Comments section be closed.

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

RESOLUTION A: BOARD OF EDUCATION – SECOND READING – POLICY ADOPTION/REVISION

WHEREAS, the Middlesex County Vocational and Technical Schools Board of Education is presented with the second reading of these policies for adoption/revision:

<u>Policy File</u>	<u>Description</u>	<u>Action</u>
5751	Sexual Harassment of Students	Revised

BE IT RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve the second reading of the above policies and adopt them into Board Policy.

RESOLUTION B: ENGLISH AS A SECOND LANGUAGE CURRICULUM APPROVAL

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve the new English as a Second Language (ESL) curriculum which is aligned to the WIDA English Language Proficiency Standards for English Language Learners.

RESOLUTION C: INTERIM SUPERINTENDENT CONTRACT

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve the extension of the Interim Superintendent's contract on a monthly basis through June 30, 2022 as approved by the Union Interim Executive County Superintendent.

RESOLUTION D: ADDITIONAL FIELD TRIPS – HIGH SCHOOL 2021-2022 SCHOOL YEAR

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve the following additional field trips, as presented below:

<u>School</u>	<u>Date</u>	<u>Event</u>	<u>Funding Source</u>
East Brunswick	12/17/2021	AMC Brunswick Square East Brunswick, NJ (No transportation)	District
East Brunswick Career Development	1/6/2022	Kean University Union, NJ	District
East Brunswick	3/11/2022	Mercer County College West Windsor Twp, NJ	District

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RESOLUTION D: ADDITIONAL FIELD TRIPS – HIGH SCHOOL 2021-2022 SCHOOL YEAR CONT'D

<u>School</u>	<u>Date</u>	<u>Event</u>	<u>Funding Source</u>
East Brunswick	4/7/2022	Rutgers New Brunswick, NJ	District
Perth Amboy	5/25/2022	Pocono Valley Reeders, PA	District

RESOLUTION E: EDUCATIONAL/PROJECT SPECIFICATIONS – CAPITAL PROJECTS – OTHER

WHEREAS, it is required that the Board of Education receive the approval of the New Jersey Department of Education, Office of School Facilities for the completion of all capital projects; and

WHEREAS, it is necessary that the following capital projects be submitted to the New Jersey Department of Education, Office of School Facilities as "other capital projects":

East Brunswick Campus
Auditorium Phase II
Partial Window Replacements

Perth Amboy Campus
RTU Replacements

BE IT RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education authorizes the submission of the above project as indicated. The Board of Education also authorizes the amendment of the District's Long Range Facilities Plan to include these projects if necessary.

RESOLUTION F: WORKFORCE DEVELOPMENT PROGRAM 2021-2022

WHEREAS, the Middlesex County Vocational School 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 Vocational and Technical Schools Board of Education approve the master agreement between Middlesex County Vocational Schools and the following agency's to be a training provider for the 2021-2022 school year:

County of Passaic

RESOLUTION G: SALE OF SURPLUS PROPERTY

WHEREAS, the Middlesex County Vocational and Technical Schools of Education has certain surplus property 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

WHEREAS, the sale will be conducted through Municibid.com pursuant to State Contract 19-GNSV1-00696 in accordance with the terms of that contract; and

WHEREAS, the surplus property is identified, as follows:

Cont'd

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RESOLUTION G: SALE OF SURPLUS PROPERTY CONT'D

Re-Auction: East Brunswick Campus

Quantity	Description	Maker	Tag #
1	Power Multimeter	Hampden	N/A
2	Transformer Tables	Flexlab	N/A
1	Bending Brake S-412	Chicago Dreis & Krump	PI003285
1	Iron Worker	Buffalo	EB00030
1	Material Handler, Bench System & Toolbox	UNIC & Blackhawk	EB002321
1	Grinder/Buffer	Baldor	EB004378
1	Drill Press	Rockwell Delta	EB002022

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.

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.

BE IT FURTHER RESOLVED that the Board reserves the right to accept or reject any bid submitted.

RESOLUTION H: BUDGET TRANSFERS

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve the following in the 2021-22 budget:

<u>From</u>	<u>Amount</u>	<u>To</u>
Sal, Voc. SN 11-320-100-101	\$75,000	Sal, Voc. Reg. 11-310-100-101
Sal, Guidance 11-000-218-104	\$15,000	Sal, Guidance SN 11-000-219-104
Sal, Guidance 11-000-218-104	\$10,000	Sal., School Nurse 11-000-213-100
Sal, Gen. Admin. 11-000-230-100	\$25,000	Sal., School Admin. Sec. 11-000-240-105

Cont'd

MINUTES OF THE REGULAR PUBLIC MEETING HELD DECEMBER 14, 2021

RESOLUTION I: PURCHASE OF TECHNOLOGY SUPPLIES – CDW-G

A proposal for technology supplies was solicited and received from CDW-G under various state/cooperative purchasing contracts, as follows:

<u>Contract</u>	<u>Qty.</u>	<u>Item</u>	<u>Amount</u>
ESCNJ 18/19-03	5	Samsung 65" LED Monitors/TV with wall mount kit	\$ 5,486.45
ESCNJ 18/19-03	1	Wireless HDMI Transmitter	\$ 228.75
ESCNJ 18/19-03		Various technology supplies including cables, keyboards, and adapters	\$ 858.12
Total:			\$6,572.82

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education award the purchase of technology supplies to CDW-G for \$6,572.82 on the basis of the appropriate State Contract/Cooperative Purchasing Agreement, as indicated above. Partially funded through the Carl D. Perkins Post Secondary Program.

RESOLUTION J: PURCHASE OF HVAC EQUIPMENT

The following sealed proposals were received November 23, 2021, in response to newspaper advertising in the "Home News Tribune" and the "Courier News" for HVAC equipment, as follows:

<u>Description</u>	<u>Qty.</u>	<u>Hampden Engineering</u>
Mobile Refrigeration Trainer	1	\$24,975.00

Four (4) bids were mailed.

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education award the purchase of HVAC equipment to Hampden Engineering for \$24,975.00 on the basis of lowest responsible bid, funded through the Carl D. Perkins Post Secondary Program.

RESOLUTION K: PURCHASE OF HEALTH CARE EQUIPMENT

The following sealed proposals were received November 23, 2021, in response to newspaper advertising in the "Home News Tribune" and the "Courier News" for Health Care Equipment, as follows:

<u>Description</u>	<u>Qty.</u>	<u>Pocket Nurse</u>
Medication Aide Educational Package	1	\$11,791.22

Three (3) bids were mailed.

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education award the purchase of Health Care Equipment to Pocket Nurse for \$11,791.22 on the basis of lowest responsible bid, funded through the Carl D. Perkins Secondary Program.

Cont'd

MINUTES OF THE REGULAR PUBLIC MEETING HELD DECEMBER 14, 2021

RESOLUTION L: CHANGE ORDER NO. GC-03 & GC-04 – TRIFORM CONSTRUCTION INC. –
 TOILET ROOM ALTERATIONS – EAST BRUNSWICK CAMPUS –
 PROJECT #3150-040-21-2000

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve Change Order No. GC-03 & GC-04, TriForm Construction Inc., Project #3150-040-21-2000, as follows:

<u>No. GC-03</u>	Contract Amount Change
<p>Authorize the use of the general repair and asbestos abatement allowances to rebuild the masonry corridor wall, provide additional toilet partition material, and reconnect piping for radiant heaters. Total cost are \$14,911.81. The amount remaining in the general repair is \$0 and the amount remaining in the asbestos allowance is \$33,227.78. This will not increase the contract.</p>	<p>\$ -0-</p>

<u>No. GC-04</u>	Contract Amount Change
<p>Authorize a credit for the unused portion of the asbestos abatement allowance in the amount of \$33,227.78. This will decrease the cost of the contract.</p>	<p>(\$33,227.78)</p>

RESOLUTION M: CHANGE ORDER NO. GC-08 - TRIFORM CONSTRUCTION INC. -
 AUDITORIUM RENOVATIONS – EAST BRUNSWICK CAMPUS –
 PROJECT #3150-040-21-1000

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve Change Order No. GC-08, Triform Construction Inc., Project #3150-040-21-1000, as follows:

<u>No. GC-08</u>	Contract Amount Change
<p>Authorize the use of the technology and security allowance and an increase in contract for the following:</p> <ul style="list-style-type: none"> • Install additional steel lintels and angles • Install additional fire stopping per Inspector • Install power for solar tubes • Replace approximately 70 LF of curbing • Increased wood costs for roof blocking • Remove excess dirt from the site • Additional wood for ceiling system • Provide power for one trap primer • Provide temporary power to RTU • Change cord & Hose reel to combination unit • Provide exterior scan for change by PSE&G 	<p>\$35,271.31</p>

The remaining balance in the technology allowance is \$0.
 There will be an increase in the contract. Total cost is \$35,442.93

Cont'd

MINUTES OF THE REGULAR PUBLIC MEETING HELD DECEMBER 14, 2021

RESOLUTION N: APPLICATION FOR FUNDS – MIDDLESEX COUNTY DEPARTMENT
OF ADULT CORRECTIONS – INMATE EDUCATION PROGRAM 2021

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve application for funds from the Middlesex County Department of Adult Corrections, as follows:

<u>Project Title</u>	<u>Amount</u>
Inmate Education Program	\$82,941

From: January 1, 2022

To: December 31, 2022

Project Manager: Dawn Lystad

RESOLUTION O: ACCEPTANCE OF FUNDS – NEW JERSEY STATE DEPARTMENT OF EDUCATION
ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA) GRANT FY22

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve acceptance of funds from the New Jersey State Department of Education, as follows:

<u>Project Title</u>	<u>Amount</u>
Elementary and Secondary Education Act Grant	
Title I – Part A	\$588,496
Title II – Part A	\$ 82,367
Title IV	\$ 37,396

Total: \$708,259

Start: July 1, 2021

End: September 30, 2022

Contract No. NCLBCV-233150-22

Project Manager: Eugene Catanzaro

RESOLUTION P: BUDGET MODIFICATION – CARL D. PERKINS POST SECONDARY

modification for the 2021-22 Carl D. Perkins Post Secondary Program funded through the State of New Jersey Department of Education as outlined in the attached Budget Summary.

BE IT FURTHER RESOLVED that the modification does not increase or decrease the total grant award received from the State of New Jersey. It represents a reallocation of funds between the GAAP Budget accounts from the original approved spending plan submitted to the State of New Jersey Department of Education.

Cont'd

MINUTES OF THE REGULAR PUBLIC MEETING HELD DECEMBER 14, 2021

Mr. Tartara moved, seconded by Mrs. Eastman that the Board approve Resolutions A through P as a consent agenda.

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

At this time Mr. Jones recommended that the meeting go into closed session to discuss personnel matters. The minutes to remain confidential until the need for same no longer exists.

Ms. Czarneski moved, seconded by Mr. Tartara that the Board go into Closed Session.

BE IT RESOLVED pursuant to the Sunshine Act, N.J.S. 10:4-12 and 13, that the Board of Education will now meet in closed session to discuss personnel matters and that the matters discussed will be disclosed to the public as soon as the reason for confidentiality no longer exists.

WHEREAS, the aforesaid subjects to be discussed are within the exemptions which are permitted to be discussed and acted upon in closed session pursuant to P.L. 1975 Chapter 231, it is therefore RESOLVED, that the aforesaid subjects shall be discussed in closed session by this Board and Administrative staff at the conclusion of the public segment of this meeting and, information pertaining thereto will be made available to the public as soon thereafter as possible and once the reasons for non-disclosure no longer exist.

The Board went into closed session from 8:22 p.m. to 8:57 p.m.

Ms. Czarneski moved, seconded by Mr. Tartara that the Board resume public session at 8:57 p.m.

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

REPORT OF THE ATTORNEY

None

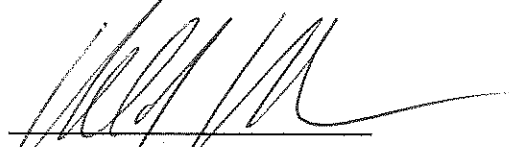
OTHER MATTERS

None

There being no further business, Mr. Tartara moved, seconded by Ms. Czarneski that the Board adjourn the meeting at 8:58 p.m.

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

Respectfully submitted,



Karl J. Knehr
Board Secretary

Curriculum and Instruction

Katherine Dennison
Supervisor of Social Studies, ELA, and
World Language

ESL Enrollment

- Presently 19 students enrolled in ESL program
- 12 students at Perth Amboy campus
- 7 students at Piscataway campus
- One designated teacher that alternates days between the two campuses

Identification Process and Exit Criteria

- Multiple measures review process:
 - Students are identified during application and interview process
 - Home Language Survey
 - Review of schedule and past ACCESS scores and placements
 - Teacher observation form to get feedback
- Pre-test administered to determine eligibility and placement
- ACCESS for ELLs 2.0 is the assessment administered in the Spring to determine growth or exiting of the program
- To exit program, students must receive a score of 4.5 or above

Curriculum

- Aligned to the WIDA Standards
- Aligned to the NJSLs
- Incorporates the 4 domains:
 - Reading, Writing, Speaking, Listening
- Includes interdisciplinary connections between ESL and Math, Science, ELA, and Social Studies

Looking ahead

- Purchasing of appropriate, relevant, and aligned materials and resources
- Continued collaboration with staff
- Utilizing WIDA screener upon entrance of the program
- Monitoring of effective instruction and integration of new curriculum
- Increase the number of ELLs who achieve English language proficiency

Career and Technical Education Report

Adam Recktenwald
Supervisor of CTE

Middlesex College/MCVTS Automotive Technology Collaboration

- 9/17/2021 - General meeting with administrators @ MCVTS, MC intends to restart MC Auto Technology, would like to meet at Piscataway campus to discuss program plan
- 10/14/2021- MC and MCVTS admin met, toured PI Auto facility and discussed details of program restart
 - MC: Linda Scherr, Thomas Sabol, Donna Howell
 - MCVTS: Jeff Bicsko, Sean McDonald, Fran Cap
- Next meeting: TBD

Summary of 10/14/22 Meeting

1. MC plans to reopen Automotive Technology A.A.S @ PI campus 9/20/22
2. MC will revise curriculum to NATEF/ASE standards prior to start
3. MC and MCVTS will review list of shop cars (Ford Asset, MCVTS, other)
4. MC and MCVTS will inventory equipment/supplies (MC vs. MCVTS adult auto)
5. MC will advertise, hire (MC contract) and supervise MC auto instructor
6. MCVTS may assist MC networking for instructor and/or hiring committee
7. MC will begin cohort 1 enrollment in spring 2021, class start Sept/2022
8. MCVTS will clear all general stored items from shop by August 2022
9. MC and MCVTS will renew articulation for MCVTS auto program students
10. MC and MCVTS will continue to work on addl items (Liability ins and/or other)

Pre-Apprentice Career Exploration (PACE)

1. Current NJDOL PACE Grant (June, 2021 - December, 2022)
2. Grant is facilitated by MCVTS office of CTE
3. Sixteen (16) 12th grade students (so far) placed pre-apprentice technicians (Automotive, Manufacturing, Welding, HVAC, Solar)
4. MCVTS is ready to implement addl elements of PACE grant plan
 - a. Certified Production Technician (CPT)
 - b. Certified Logistics Associate (CLA)
 - c. Certified Forklift Technician (CFT)
5. All details to date have been performed by CTE staff/Admin and Cooperative Coordinators, need for addl personnel (Program Facilitator) with anticipated increase of students and grant program elements

PACE Program Facilitator

- This position will facilitate elements of the CTE PACE Grant program in coordination and supervision of the Office of CTE.
- The Facilitator will:
 - Communicate with students, parents, staff and administration to monitor program details such as ordering, accessing and assigning online curriculum and certification vouchers for CPT, CLA, CFT, OSHA
 - Monitor student learning progress and certification results
 - Update status and details of student placements (by CTE Coordinators)
 - Assist in report details for NJDOL
- PACE Grant funded planned/approved position
 - Hourly wage in accordance with MCVTS contract
 - Duties will be performed outside of regular contracted hours
 - Approximately 5 - 10 hrs/week while school is in session

COVID-19 Update

Jeffrey Bicsko
Assistant Superintendent

In order to combat the spread of COVID-19, the District implemented the following guidelines effective immediately:

- No alumni visiting any school.
- All guest speakers (non-alumni) need prior approval from District administration, and must produce proof of vaccination or a negative COVID-19 test 24 hours prior to speaking.
- All non-curricular student activities (pep rallies, social dances, etc.) will be postponed until after the winter break.
- All “holiday gatherings/parties/meetings” in career and/or academic classes are NOT permitted.
- The District will allow spectators at basketball games, but masks must be properly worn and spectators are to social distance when possible.

Procedures to assist students who are excluded due to positive case or close contact:

- Teachers must continue to keep Google Classroom updated.
- For teachers with students excluded, the cameras must be turned on and the excluded students can follow live. The teacher is to teach to the class that is present and will not create a separate Google Classroom for the excluded students.
- The Supervisors of Curriculum will create a Virtual Extra Help schedule to assist excluded students. We are currently working on developing this schedule to cover most academic subjects and we feel this will give excluded students an opportunity to interact with teachers should they have any questions. This virtual extra help schedule will start the week of December 13th and continue into January, 2022.

Proactive measures for January 3 Return From Winter Break:

- Announcements to parents NOT to send children to school sick, exposed, or have an active COVID test.
- Reinstitute daily temperature checks until the end of January.
- Extend moratorium on non-curricular student activities thru January 18th.
- Limit guest speakers to a minimum.
- Limit on non-essential field trips.

