

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

MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 10, 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., Wednesday, March 10, 2021 at the East Brunswick School.

On roll call, the following members were present:
Mr. Jones, Ms. Czarneski, Mr. Anderson and Mr. Mullen

Also present were Ms. Veilleux, Superintendent;
Mr. Bicsko, Assistant Superintendent;
Mr. Knehr, Board Secretary/Business Administrator;
Mr. Johnson, Director of Personnel; and

Mr. Hurley, Board Attorney, participated telephonically

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 13, 2020 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. Mailed to the four (4) duly appointed Board members."

CORRESPONDENCE

A letter was received from the Highland Park Board of Education including two resolutions they had recently passed regarding vaccinations for educators and a waiver for state wide assessments. They ask that all districts consider passing similar resolutions.

MINUTES

Ms. Czarneski moved, seconded by Mr. Anderson that the minutes of the Regular Public meeting of February 10, 2021 be approved as distributed.

On a roll call vote, Mr. Jones, Ms. Czarneski, Mr. Anderson and Mr. Mullen voted "aye," and the motion carried unanimously.

Cont'd

MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 10, 2021

TREASURER'S REPORT

A report was received from the Treasurer (Form A-149). Ms. Czarneski moved, seconded by Mr. Anderson 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, Mr. Anderson and Mr. Mullen voted "aye," and the motion carried unanimously.

SECRETARY'S REPORT

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

On a roll call vote, Mr. Jones, Ms. Czarneski, Mr. Anderson and Mr. Mullen 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. Mr. Mullen moved, seconded by Ms. Czarneski that this report be accepted and filed with the minutes of the meeting.

On a roll call vote, Mr. Jones, Ms. Czarneski, Mr. Anderson and Mr. Mullen 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 January 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, Mr. Anderson and Mr. Mullen voted "aye," and the motion carried unanimously.

PAYROLLS

The following payrolls were presented for payment:

February 26, 2021	\$1,187,586.71
March 15, 2021	\$1,207,013.06

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

On a roll call vote, Mr. Jones, Ms. Czarneski, Mr. Anderson and Mr. Mullen voted "aye," and the motion carried unanimously.

Cont'd

MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 10, 2021

BILLS

Bills in the amount of \$2,607,903.50 were presented for payment. Mr. Mullen moved, seconded by Mr. Jones that these bills be approved for payment.

On a roll call vote, Mr. Jones, Ms. Czarneski, Mr. Anderson and Mr. Mullen voted "aye," and the motion carried unanimously.

BUILDING AND GROUNDS COMMITTEE REPORT
Supervisor of Buildings and Grounds Report

Mr. Karl Knehr presented Mr. Fran Cap's 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.

PERTH AMBOY BASKETBALL TEAM

Student athletes and the coach from the Perth Amboy Campus Basketball Team shared their experiences and thoughts with the Board regarding their most recent championship.

The Board members congratulated them on all their achievements.

SUPERINTENDENT'S REPORT

Ms. Veilleux presented her report, and as certain items were considered, appropriate action was taken by the Board of Education.

AWARD PRESENTATION

GOVERNOR'S AWARD FOR OUTSTANDING EDUCATOR OF THE YEAR
AWARD RECIPIENTS

The following staff members have been selected for the 2020 Governor's Award for Outstanding Educator of the Year based on their exemplary performance, dedication, and commitment to their students:

<u>Campus</u>	<u>Award Recipient</u>	<u>Position</u>
Academy/Edison	Amy Burke	Teacher of English
Academy/Edison	Mark Mastrolia	Cooperative Education Coordinator
Academy/Woodbridge	Jennifer Frank	Teacher of Biological Science
East Brunswick	Leonardo Malave	Teacher of Drafting and Design Technology
East Brunswick	Morgan Lalavee	Guidance Counselor
East Brunswick Career Development	Myriam Betancourt	Teacher of Spanish
East Brunswick Career Development	Dana Donatelli	School Psychologist
Perth Amboy	Debora Brown	Teacher of Mathematics
Perth Amboy	Bridget Hill	Substance Abuse Coordinator
Piscataway	Robert Araujo	Teacher of Transportation and Travel Marketing
Piscataway	Amy Lombardo	Guidance Counselor

Cont'd

MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 10, 2021

SUPERINTENDENT'S
REPORT CONT'DPERSONNEL 2020-2021

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

Richard Heffers	Assistant Principal Piscataway Campus	Resignation from the position of Assistant Principal at the Piscataway Campus effective July 1, 2021. He plans to retire.
Maria Monte	Clerk Piscataway Campus	Resignation from the position of Clerk at the Piscataway Campus effective April 1, 2021. She plans to retire.
Kenneth Colavito	Part-Time Certified Forklift Technical (Grand Funded) East Brunswick Campus	Appointment to the grant funded part-time position of Certified Forklift Technician at the East Brunswick Campus effective March 11, 2021 through June 30, 2021. Compensation will be at the hourly rate of \$40. He has been employed in the district since September of 2020 and has successfully completed the mandated criminal history process.
Mary Vogt	Guidance Counselor East Brunswick Campus	Appointment to the position of Guidance Counselor at the East Brunswick Campus effective May 10, 2021 through June 30, 2021 at the pro-rated salary of \$60,225, Step D-3-5. She would be provisionally hired.
Cory O'Neal	Custodian East Brunswick Campus	Appointment to the position of Custodian at the East Brunswick Campus effective March 29, 2021 through June 30, 2021 at the prorated annual salary of \$40,617, Step 6. This amount reflects \$1,350 for a 2 nd shift differential. He would be provisionally hired.
Evelyn Schwenck	Learning Disabilities Teacher Consultant Piscataway Campus	Transfer from the position of Teacher of English at the Piscataway Campus to the position of Learning Disabilities Teacher Consultant at the Piscataway Campus effective May 10, 2021 through June 30, 2021. There is no change in salary.

TITLE I SCHOOL YEAR PROGRAM AND INSTRUCTORS – 2020-2021 – PERTH AMBOY

The Superintendent is recommending approval of the program and instructors as indicated below to provide academic support for Title 1 students during the 2020-2021 school year. This is a part-time hourly position and compensation is at the rate of \$40 per hour. The salaries will be funded through Title I funds.

EXTENDED DAY/EXTENDED YEAR PROGRAMELA

Lisa Barthelme
Michele Hines
Jamie Wasco

Mathematics

Deborah Brown
Christopher Morley

Science

James Luginsland
Jeffrey Vella

Social Studies

Frank Paprota
Zachary Stout

World Language

Luis Garcia

CTE

Paul Bretzger
Joseph Coyle
Debra Haghighat
Bryan Hickman
Steven Moir
Michael Perpente
James Rand
Edward White

Cont'd

MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 10, 2021

SUPERINTENDENT'S
REPORT CONT'DPERSONNELEMPLOYMENT OF VARSITY COACHES - 2020-2021

The Superintendent recommends the employment of the individuals in the position of varsity coach as indicated below for the 2020-2021 school year at the rate of \$7,650 per annum in accordance with the contract agreed upon between the Board of Education and the Middlesex County Vocational Education Association.

Baseball

East Brunswick Campus
Perth Amboy Campus
Piscataway Campus

Todd Sak
Michael Abate
Jake Rosenberg

Softball

Academy/Woodbridge
East Brunswick Campus
Perth Amboy Campus
Piscataway Campus

Scott Modzelewski
Michael Buonaguro
Michael Perpente
Robert Gardella

Tennis

Academy/Woodbridge

Michael Gershon
(Pending Criminal History Review)

EMPLOYMENT OF JUNIOR VARSITY COACHES - 2020-2021

The Superintendent recommends the employment of the individuals in the position of junior varsity coach as indicated below for the 2020-2021 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 in accordance with the contract agreed upon between the Board of Education and the Middlesex County Vocational Education Association.

Baseball

East Brunswick Campus
Perth Amboy Campus
Piscataway Campus

Connor Gillis
Jeffrey Lombardi
Justin Bertolozzi

Softball

Academy/Woodbridge
East Brunswick Campus
Perth Amboy Campus
Piscataway Campus

Tatiana Yourstone
Gina Chiarello
Nikki Karas
Tomasso Incognito

Tennis

Academy/Woodbridge

Jennifer Frank

Cont'd

MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 10, 2021

SUPERINTENDENT'S
REPORT CONT'DPERSONNELHOME INSTRUCTOR – SCHOOL YEAR 2020-2021 - ADDITIONAL

The Superintendent recommends that the Board of Education employ the following individual as home instructor for the 2020-2021 school year at the rate of \$40 per hour:

Angela Goydish

EMPLOYMENT OF SUBSTITUTE TEACHER – 2020-2021 – ADDITIONAL

The Superintendent recommends the employment of the following as substitute teacher for the 2020-2021 school year

Jeffrey Brett Hill - CTE Substitute Teacher at a per diem rate of \$150
(Pending Issuance of Substitute Certificate and Criminal Background Check)

UNPAID FAMILY AND MEDICAL LEAVE ACT – MS. GRIECO

The Superintendent is recommending approval of a leave of absence without pay under the Family and Medical Leave Act for Karen Grieco, Baking Instructor at the Piscataway Campus.

If approved, her leave would be effective March 25, 2021 through June 25, 2021. Ms. Grieco has presented the required medical documentation.

UNPAID FAMILY AND MEDICAL LEAVE ACT – MS. MONTE - REVISED

The Superintendent is recommending approval of revising a previously board approved leave of absence without pay under the Family and Medical Leave Act for Maria Monte, Clerk at the Piscataway Campus as follows per medical documentation received in my office:

From: January 19, 2021 through March 1, 2021
To: January 19, 2021 through March 31, 2021

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

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

On a roll call vote, Mr. Jones, Ms. Czarneski, Mr. Anderson, and Mr. Mullen voted "aye," and the motion carried unanimously.

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MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 10, 2021

SUPERINTENDENT'S
REPORT CONT'D

MCVTS OUTSTANDING ACTIVITIES – HIGHLIGHTS

The Superintendent is reporting highlights of recent district-wide school/student activities that have occurred this month. These activities involve career, college, community, and business collaboration with various partners to enhance the students' educational programs.

Academy of Allied Health and Biomedical Sciences

- Sophomore student Anushka Khandelwal received a photography award from Scholastic Art and Writing awards for the second consecutive year.
- The Woodbridge Academy announced quotes from Famous African Americans every day during Black History Month. In Ms. Veilleux's AP US History Classes the focus in February was World War II and celebrated Black History Month by spotlighting African Americans who contributed to the war effort in America.
- Over 50 Woodbridge Academy students placed in the top 5 in various areas of the HOSA Regional Competition. These students all qualify for the NJ HOSA State Championship to be held on March 20-21, 2021.
- Students used resources from the National WWII Museum in New Orleans to discuss the contributions of the Tuskegee Airmen in WWII and also listened to select oral histories of their experiences.
- Students also highlighted A. Phillip Randolph and his support for the "Double V" campaign (victory abroad against fascism and at home against racism) leading to Executive Order 8802 and how it promoted the continuation of the great migration and employment for African Americans on the home front.

Academy for Science, Mathematics, and Engineering Technologies

- The Edison Academy's Shweta Iyer and Arjun Venat were selected as senior students of the month for February by the Edison Rotary Club. Students presented on their numerous volunteer service projects and provided an excellent example of Rotary's motto of "Service over Self".
- Several Academy students received Scholastic Art and Writing awards.
- The Academy had several Senior Science Research Speaker Series. Topics were: Engineered NanoBiomaterials for Healthcare Devices and Malware, Hacking and Cybersecurity.
- The Academy Science Olympiad won 11 medals and 9th place overall out of 120 teams at the Harvard/Brown Science Olympiad Invitational. They also competed at S.O.A.P.S Science Olympiad at Penn State on February 6th and received 6 medals and 13th place overall out of 81 teams.
- Team Cosmic Snowman created the app "Moonwalker" as their submission for the NASA App Development Challenge (ADC). For this challenge, students took a part in the Artemis Generation endeavors to land American astronauts on the Moon by 2024. Students worked in teams to develop an app that visualizes the South Pole region of the Moon. Teams utilized lunar terrain data to create a visualization that displays essential information for navigation and communication.

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MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 10, 2021

SUPERINTENDENT'S
REPORT CONT'D

MCVTS OUTSTANDING ACTIVITIES – HIGHLIGHTS (Continued)

East Brunswick Campus

- The East Brunswick Campus School of the Arts Digital Film program is an official Educational Sponsor for the 40th Thomas Edison Festival (formerly the Black Maria Film Festival).
- Out of a record number of submissions, 4 student films were named Official Selections at the 25th Derek Freese Youth Media Film Festival - streaming on Vimeo from February 24-28, 2021.
- Five student films were named Official Selections to the 7th Artists Alike Film Festival sponsored by the New Jersey School Boards Association, Garden State Film Festival, the New Jersey Motion Picture and Television Commission and Steven Van Zandt's TeachRock initiative and Rock and Roll Forever Foundation.
- Theater students participated in an on-camera audition workshop master class for acting with guest artist Brandon Mendez-Homer on February 24th. He recently completed filming some pieces on CBS's "Good Fight" and is a graduate of The Julliard School.
- Music Performance and Technology students participated in a master class delivered by Roshane Karunaratne of the band Remember Jones. This master class was funded in conjunction with the Middlesex County Arts Grant. The class was technical in nature with his skills on the keyboard, focusing on skills as a music director, programmer, and arranger, providing hands-on instruction in these areas all while sharing his professional experience working for touring bands and inside the music industry.

Piscataway Campus

- Supermarket Career students are continuing to set up the aisles of our store transferring what they have learned in class to the shop. They have been working on their second marking period project Merchandising Displays. The students researched the types of display they would create, what merchandising techniques we discussed in lessons and the different departments of the store that they would incorporate. They also presented their Virtual merchandising displays to the class and several members of the Child Study Team.

CAREER AND TECH EXPO 2021

The Superintendent is pleased to announce the winners of the 2021 Career and Tech Expo. Over one hundred MCVTS students from programs across the district presented innovative ideas virtually during this year's Career and Tech Expo which occurred during the culmination of CTE month of February. Student presentations demonstrated many of the skills, talents, and knowledge acquired in their career and technical programs. Presentations focused on program overviews and highlighting Career paths and employers related to their respective career major.

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MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 10, 2021

SUPERINTENDENT'S
REPORT CONT'DCAREER AND TECH EXPO 2021 CONT'D2021 Career and Tech Expo Winning Presentations:Academy for Allied Health and Biomedical Sciences

1st Place	2nd Place	3rd Place
Finding Pneumo*	The Sedatives*	The Resuscitators*

Academy for Science, Mathematics and Engineering Technologies

1st Place	2nd Place	3rd Place
VASKS*	E=mcA	SHRS

East Brunswick/East Brunswick School of Career Development

1st Place	2nd Place	3rd Place
Team TTW* (Architecture Technology)	School of Athens* (Multimedia Art and Design)	Auto Services (EBCD)

Perth Amboy

1st Place	2nd Place	3rd Place
Graphic Design* (Juniors)	CADD	Automotive Technology

Piscataway

1st Place	2nd Place	3rd Place
Graphic Design* (Juniors)	Basic Business Technology*	Building Maintenance

*Top Ten District Wide

The following members of the community served as judges:

Donald A. Howard	Craft Laborers Union
Leslie Arsht	Socratic Arts
Linda Scherr	Middlesex College
Mike McGarry	Socratic Arts
Sandra Ciccone	Middlesex County Office of Career Opportunity
Todd Menadier	Rutgers University
Tom Leustek	Rutgers University
Vera Figueiredo	Solar One
Sean McDonald	MCVTS - Director Career and Technical Education
Adam Recktenwald	MCVTS - Supervisor of Career and Technical Education
Eugene Catanzaro	MCVTS - Director of Curriculum and Instruction
Dan Gallant	MCVTS - Supervisor of Curriculum and Instruction
Jenny Graf	MCVTS - Supervisor of Curriculum and Instruction
David Williams	MCVTS - Cooperative Education Coordinator
Mark Mastrolia	MCVTS - Cooperative Education Coordinator
Christine D'Agostino	MCVTS - Public Relations
Joe Bakes	MCVTS - Public Relations

Cont'd

MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 10, 2021

SUPERINTENDENT'S
REPORT CONT'DCAREER AND TECH EXPO 2021 CONT'D

The judges were very gracious with their time and efforts and applied their wealth of experience to critique elements of our friendly student competition. Guest judges expressed their enjoyment of the presentations, the depth of student's technological literacy, innovative ideas, and creative presentations as well as their continued support of our district and CTE programs. The Superintendent, Dianne Veilleux, and Assistant Superintendent, Jeffrey Bicsko; and/or other administrators were able to attend the online events for each of our campuses.

Presentations were awarded points for their overall technical performance, explanation of ideas, collaboration and innovation. Students who participated in the event prepared over several weeks with many of their classmates and collaborators. First, second, and third place winners at the Piscataway, East Brunswick, and Perth Amboy Campuses will be recognized on the traveling "Innovation Cups". Students that placed first, second, or third at the Edison and Woodbridge Academies will be recognized by certificates and on plaques. Sean McDonald, Director of Career and Technical Education, and Adam Recktenwald, Supervisor of Career and Technical Education, coordinated the event.

COLLEGE BOARD AP HONOR ROLL

The Superintendent is pleased to report to the Board of Education that the Middlesex County Vocational and Technical High School District has earned a place on College Board's 10th Annual AP (Advanced Placement) Honor Roll.

A total of 250 school districts from the U.S. and Canada are being honored by the College Board with placement on the 10th Annual AP District Honor Roll. These districts were selected for simultaneously increasing access to Advanced Placement course work while increasing the percentage of students earning scores of 3 or higher on AP Exams. Twenty-one districts in New Jersey met the criteria to be placed on the AP Honor Roll. Three county vocational and technical schools were included on the Honor Roll.

MCVTS has received this recognition for the successful expansion of our AP course offerings while improving our students' performance and participation in Advanced Placement courses.

THE LEARNING GARDEN – PERTH AMBOY CAMPUS

The Superintendent is recommending that the Perth Amboy Campus be approved to allow the culinary arts students to participate in a community service program called "The Learning Garden." The Perth Amboy Campus will work in conjunction with the Raritan Bay Medical Center to provide a vegetable garden. The items grown will be used with their food pantry, given to our students and given to the Perth Amboy Senior Center. The program will take place from March 11, 2021 through May 31, 2021. Students will walk to the medical center once a week from 9 a.m. to 12 p.m.

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MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 10, 2021

SUPERINTENDENT'S
REPORT CONT'DSENIOR PROM – CLASS OF 2021

The Superintendent is recommending approval of the following senior prom for the designated campus. The proms are open to our students or our students and their dates and are fully chaperoned.

ACADEMY FOR ALLIED HEALTH AND BIOMEDICAL SCIENCES
ACADEMY FOR SCIENCE, MATHEMATICS, AND ENGINEERING TECHNOLOGIES
EAST BRUNSWICK CAMPUS
PERTH AMBOY CAMPUS
PISCATAWAY CAMPUS

Date/Time: May 20, 2021 - 5:30 p.m. to 9:30 p.m.
Location: The Lake Chateau Banquets – Woodbridge, NJ
Participation will be limited to students and their guests.

VOLUNTEER ASSISTANT COACHES – 2020-2021

The Superintendent is recommending that the individuals as indicated below be approved as volunteer assistant coaches for the 2020-2021 school year. There is no compensation for volunteer coaches.

East Brunswick
Peter Santiago - Baseball
Julie Buonaguro - Softball
Nicole Benfatti - Softball

Perth Amboy
Joseph Sepelyak - Baseball
Stephen Moir - Softball
Yadelin Vargas - Softball

Piscataway Campus
Chris Rosenberg - Baseball
Dave Rosenberg - Baseball
Michael Rosenberg - Baseball

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
February 24, 2021

Academy/Woodbridge
February 24 & 25, 2021

East Brunswick Campus
February 17 & 24, 2021

Perth Amboy Campus
February 16 & 17, 2021

Piscataway Campus
February 23 & 24, 2021

Cont'd

MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 10, 2021

SUPERINTENDENT'S
REPORT CONT'D

DISTRICT SECURITY DRILLS

The Superintendent is reporting that mandatory security drills were conducted at each campus last month. All security drills were concluded without incident. The dates and type of drill are as follows:

<u>Campus</u>	<u>Date</u>	<u>Drill Type</u>
Academy/Edison	February 26, 2021	Shelter In Place Drill
Academy/Woodbridge	February 25 & 26, 2021	Bomb Threat Drills
East Brunswick Campus	February 2 & 4, 2021	Testing of Communication System and Procedures
Perth Amboy Campus	February 25 & 26, 2021	Shelter In Place Drills
Piscataway Campus	February 17 & 11, 2021	Non-Fire Evacuation Drills

DATES TO REMEMBER

April 14, 2021.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
May 12, 2021.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
June 23, 2021.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
July 14, 2021.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
August 11, 2021.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
September 8, 2021.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
October 13, 2021.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
November 1, 2021.....	Board of Education Meetings MCVTS - East Brunswick Campus Organizational Meeting - 7:00 P.M. Regular Monthly Meeting - 7:15 P.M.

Cont'd

MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 10, 2021

SUPERINTENDENT'S REPORT CONT'D

Ms. Czarneski moved, seconded by Mr. Anderson 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, Mr. Anderson and Mr. Mullen 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. Anderson to close the public comment session.

On a roll call vote, Mr. Jones, Ms. Czarneski, Mr. Anderson and Mr. Mullen voted "aye," and the motion carried unanimously.

FINANCE COMMITTEE – 2021 – 2022 School Budget

Mr. Karl Knehr, Business Administrator, presented and discussed the 2021-22 Budget with the Board of Education. Comments and questions were followed up on by the Board.

RESOLUTION A: SUPERINTENDENT EVALUATION INSTRUMENT

WHEREAS, the Middlesex County Vocational and Technical Schools Board of Education must evaluate the Chief School Administrator prior to April 30th on an annual basis; and

WHEREAS, the Board of Education has reviewed and updated (where necessary) the current evaluation instrument for the Chief School Administrator.

BE IT THEREFORE RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve the Chief School Administrator's Evaluation Instrument for use in the 2020-2021 school year.

RESOLUTION B: BOARD OF EDUCATION – FIRST READING – POLICY ADOPTION/REVISION

HEREAS, the Middlesex County Vocational and Technical Schools Board of Education is presented with the first reading of the following policies in consideration for adoption/revision into Board Policy:

<u>Policy File</u>	<u>Description</u>	<u>Action</u>
1643	Family Leave	Revised
2415	Every Student Succeeds Act	Revised
2415.02	Title I – Fiscal Responsibilities	Revised
2415.05	Student Surveys, Analysis, and/or Evaluations	Revised
2415.20	Every Student Succeeds Act Complaints	Revised
4125	Employment of Support Staff Members	Revised

Cont'd

MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 10, 2021

RESOLUTION B: BOARD OF EDUCATION—FIRST READING—POLICY ADOPTION/REVISION CONT'D

5330.01	Administration of Medical Cannabis	Revised
6360	Political Contributions	Revised
7425	Lead Testing of Water in Schools	Revised
8330	Student Records	Revised
9713	Recruitment by Special Interest Groups	Revised

BE IT RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve the first reading of the above policies and prepare them for the second reading.

RESOLUTION C: PROPOSED BUDGET 2021-22

WHEREAS the Middlesex County Vocational and Technical Schools Board of Education has determined that \$46,179,225 in general funds are required to operate the vocational school during the 2021-22 school year; and

WHEREAS the Board of Education anticipates receiving Federal and State grant entitlement funds in the amount of \$2,719,000; and

WHEREAS the Board of Education has determined that capital project funds for various facility upgrades in the amount of \$3,500,000 is needed from the Middlesex County Board of Chosen Freeholders, funded through the sale of General Obligation Bonds.

THEREFORE BE IT RESOLVED that the Board of Education approve the Middlesex County Vocational and Technical High Schools proposed budget for the school year 2021-22, as follows:

General Fund Budget (Fund 10)	\$46,179,225
Special Revenue Fund Budget (Fund 20)	\$ 2,719,000
Capital Project Fund Budget (Fund 30)	\$ 3,500,000

BE IT FURTHER RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve the appropriation of \$792,416 in undesignated fund balance and \$507,584 in excess surplus from the 2019-20 audit as budgeted fund balance for the general fund in the 2021-22 budget statement; and

BE IT FURTHER RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve the appropriation of \$1,000,000 in capital reserve funds as part of the 2021-22 general fund budget, to be transferred to the capital project fund in support of renovations to the auditorium at the East Brunswick Campus.

MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 10, 2021

RESOLUTION D: PROPOSED RESOLUTION TO THE BOARD OF SCHOOL ESTIMATE – 2021-22
BUDGET

WHEREAS the Middlesex County Vocational and Technical Schools Board of has given careful consideration to the financial needs of the Middlesex County Vocational and Technical High Schools for the school year 2021-22; and

WHEREAS the Board of Education has determined that \$46,179,225 in general funds will be needed to operate the Middlesex County Vocational and Technical High Schools during the school year 2021-22; and

WHEREAS the Board of Education has determined that \$3,500,000 in capital project funds (General Obligation Bonds) are needed to upgrade Middlesex County Vocational and Technical High Schools facilities, as follows:

	<u>Total Project Cost (Local)</u>
Interior Room Renovation	\$ 400,000
Parking Lot Paving & Curbing	\$ 500,000
Roof & Mechanical Renovations	\$ 1,100,000
Auditorium Renovations Phase II	\$ 1,000,000
Replacement of Cooling Tower	\$ 100,000
Replacement of Security Door	\$ 100,000
Keyless Entry System	
Replacement of Selected Windows	\$ 100,000
Equipment	<u>\$ 200,000</u>
Total General Obligation Bonds:	\$3,500,000

WHEREAS the Board of Education has determined that \$26,837,956 from County appropriations and \$3,500,000 in capital project funds (general obligation bonds) will be needed in addition to State Aid, Federal Aid, Appropriated Fund Balance, Appropriated Capital Reserve, and Miscellaneous Revenues; and

THEREFORE BE IT RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education requests that the Board of School Estimate fix and determine that the amount of necessary funds from the Board of Chosen Freeholders of Middlesex County for the use of the Middlesex County Vocational and Technical High Schools during the school year 2021-22, is as follows:

General Fund (County Appropriations)	\$26,837,956
Capital Project Funds (General Obligation Bonds)	\$ 3,500,000

RESOLUTION E: MAXIMUM DOLLAR LIMITS—PUBLIC RELATIONS AND PROFESSIONAL SERVICES 2021-22

WHEREAS the New Jersey State Department of Education has issued regulations (Chapter 23A) to promote fiscal accountability and efficiency; and

WHEREAS administrative code 6A:23A-5.2 requires that the Board of Education establish annually a maximum dollar limit for public relations and each type of professional service needed throughout the school year.

Cont'd

MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 10, 2021

RESOLUTION E: MAXIMUM DOLLAR LIMITS—PUBLIC RELATIONS AND PROFESSIONAL SERVICES 2021-22 CONT'D

BE IT THEREFORE RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve and set the following maximum dollar limit for the 2021-22 school year, as follows:

Legal Services	\$ 75,000
Medical Inspectors	\$ 60,000
Audit Services	\$ 60,000
Architectural Services	\$600,000
Environmental Engineering	\$600,000
Security	\$360,000
Public Relations	\$100,000

RESOLUTION F: TRAVEL MAXIMUM – BUDGET 2021-22

WHEREAS, the regulations (6A:23A-7.3) require that the Board of Education approve a maximum travel expenditures amount not to exceed for each budget year; and

WHEREAS, the regulations also require the District report on maximum amount established for the current budget year and the amount spent to date; and

BE IT THEREFORE RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education establish the 2021-22 budget year travel maximum as \$68,500 and report that of the \$68,500 established for the 2020-21 budget, \$8,742 has been expended as of February 29, 2021.

RESOLUTION G: ADDITIONAL FIELD TRIPS

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	04/15/21, 04/19/21	Park Building Project	District
	04/21/21, 04/23/21	for Building Services	
	04/27/21, 04/29/21	Students Jamesburg Park East Brunswick, NJ	
	05/19/21, 05/21/21	Rain Dates	
Piscataway	04/13/21, 04/14/21	On-Site Clinical Training	District
	04/15/21	Care One East Brunswick, NJ	
Piscataway	05/03/21, 05/05/21	Park Building Project	District
	05/07/21, 05/11/21	for Building Services	
	05/13/21, 05/17/21	Students Davidson Mill Park	
	05/19/21	North Brunswick, NJ	
	05/19/21, 05/21/21	Rain Dates	

Cont'd

MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 10, 2021

RESOLUTION H: DONATION OF COMPUTER SYSTEMS TECHNOLOGY SUPPLIES

WHEREAS, Electronics Design Group wishes to donate the following to the CTE program:

	<u>Items</u>	
Computer Screens	Electronic Supplies	Keypads
Computer Cables	Large Screens	Printer
Screen Mounts	ELO Unit	Miscellaneous
	Crestron	Supplies

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education accept the donation as listed.

RESOLUTION I: BUDGET TRANSFERS

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve the following transfers in the 2020-21 budget:

<u>From</u>	<u>Amount</u>	<u>To</u>
Cont Serv., Custodial 11-000-262-420	\$10,000	Property Insurance 11-000-262-520
Unemployment 11-000-291-250	\$ 2,000	PERS Pension Contributions 11-000-291-241
Supplies, Inst. PS 13-330-100-610	\$ 3,000	Unused Vac., PS Support 13-330-200-199

RESOLUTION J: INTERNET/WIDE AREA NETWORK SERVICES

WHEREAS, Middlesex County Vocational Schools participates in the Federal E-rate Program administered through the Universal Service Administration Company; and

WHEREAS, the District must advertise for proposals (bid) with regard to all e-rate covered telecommunication services as a condition of program funding; and

WHEREAS, the District has posted the mandatory 470 form (Advertisement for Bids) and received proposals based on that posting including a proposal from Comcast representing the NJ DRLAP WAN and Internet Cooperative Program; and

WHEREAS, the District has carefully considered each proposal in conjunction with cost, prior experience, qualifications, and stability and makes the following recommendations:

	<u>Company</u>	<u>Monthly Cost</u>	<u>Terms</u>
Internet (5000 mbps)	Comcast	\$12,395.05*	36 Months
Wide Area Network, East Brunswick (4000 mbps) access			
Wide Area Network, Woodbridge, Perth Amboy, Edison and Piscataway (1,000 mbps) access			
DDoS Services (5000 mbps)			

*Does not include government fees and surcharges (UCC/FCPF)

BE IT THEREFORE RESOLVED that the Board of Education award Internet and WAN services to Comcast Business Communications LLC in accordance with the NJ DRLAP
Cont'd

MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 10, 2021

RESOLUTION J: INTERNET/WIDE AREA NETWORK SERVICES – CONT'D

Cooperative Program ESCNJ 20/21-45.

BE IT FURTHER RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve the corresponding contract and authorize the Business Administrator to execute said Agreement.

RESOLUTION K: 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 18/19-3	10	Apple Thunderbolt Adapters	\$ 371.90
ESCNJ 18/19-3	4	Toner Cartridges	\$ 723.72
ESCNJ 18/19-3	4	LaCia Hard Drives	\$ 496.56
ESCNJ 18/19-3	6	Sengate Hard Drives	\$ 315.12
ESCNJ 18/19-3	2	Veeam Backup & Replication License	\$ 1,039.07
ESCNJ 18/19-3	3	Cisco Meraki Power Adapter	\$ <u>93.81</u>
Total:			\$ 3,040.18

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education award the purchase of technology supplies to CDW-G for \$3,040.18 on the basis of the appropriate State Contract/ Cooperative Purchasing Agreement, as indicated above.

RESOLUTION L: PURCHASE OF FURNITURE – STAPLES

A proposal for furniture was solicited and received through the Hunterdon County Educational Services Commission (HCESC) Cooperative Bid Purchasing Agreement, as follows:

<u>Location</u>	<u>Qty.</u>	<u>Item</u>	<u>Amount</u>
Cafeterias - District	900	Hercules Plastic Armless Folding Chairs	\$ 14,827.05
Cafeterias - District	900	Iceberg Folding Rectangular Tables	\$ 26,991.00
Cafeterias - District	17	Hanging Folding Chair Truck	\$ <u>4,268.70</u>
Total:			\$ 46,086.75

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education award the purchase of furniture to Staples for \$46,086.75 on the basis of Cooperative Purchasing Agreement HCESC Bid #196. Funded under the ESSER II grant program.

Cont'd

MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 10, 2021

RESOLUTION M: TOILET ROOM ALTERATIONS – EAST BRUNSWICK CAMPUS –
PROJECT #3150-040-21-2000

Sealed bids were received March 4, 2021 in response to newspaper advertising in the "Home News Tribune" and the "Courier News" for toilet room alterations at the East Brunswick Campus, as follows:

	<u>Base Bid</u>	<u>Alt Bid #1</u>	<u>Total</u>
BGD Contracting	\$543,000	\$6,000	\$549,000
Billy Contracting & Restoration Inc.	\$493,000	\$11,750	\$504,750
DeSapio Construction	\$551,000	\$11,800	\$562,800
FCI Group Inc.	\$528,000	\$8,400	\$536,400
K&D Contractors, LLC.	\$744,000	\$6,500	\$750,500
Lanyi & Tevald, Inc.	\$572,200	\$8,800	\$581,000
Northeastern Interior Services LLC.	\$544,000	\$7,800	\$551,800
Salazar & Associates	\$529,000	\$10,000	\$539,000
Tri-Form Construction Inc.	\$459,900	\$11,850	\$471,750

Sixteen (16) bids were picked up.

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education award toilet room alterations base bid and alternate bid #1 at the East Brunswick to Tri-Form Construction Inc. for a total of \$471,750 on the basis of lowest responsible bidder.

RESOLUTION N: PURCHASE OF CHARTER BUS SERVICE – ATHLETIC TRIPS –
BASEBALL/SOFTBALL

Sealed proposals were received February 18, 2021 in response to newspaper advertising in the "Home News Tribune" and the "Courier News" for charter bus service for baseball, softball and tennis trips, as follows:

<u>School/Sport</u>	<u>No. Trips</u>	<u>Irvin Raphael</u>	<u>George Dapper</u>	<u>StarrTours</u>	<u>Road to Success</u>
Piscataway Baseball/Softball	23	NB	\$12,562	\$18,800	**

Five (5) bids were mailed.

**Bid was incomplete and disqualified from consideration

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education award charter bus service for the Piscataway Campus (athletic trips for baseball/softball) to George Dapper for \$12,562.00 on the basis of lowest responsible bid.

MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 10, 2021

RESOLUTION O: CHANGE ORDER NO. GC-02 AND GC-03 - 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-02 and GC-03, Triform Construction Inc., Project #3150-040-21-1000, as follows:

<u>No. GC-02</u>	<u>Contract Amount Change</u>
Authorize the use of the permit allowance to abate asbestos containing pipe insulation materials. Total cost is \$9,765.00. The remaining balance in the permit allowance is \$235.00	-0-
 <u>No. GC-03</u>	
Authorize the use of the general repair allowance to relocate existing storm piping and remove abandoned ductwork partially offset by a credit for shaft wall materials. Total cost is \$6,436.50. The remaining balance in the general repair allowance is \$26,594.50	-0-

RESOLUTION P: APPLICATION/ ACCEPTANCE OF FUNDS – NJ STEM MINI GRANT

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve application/acceptance of funds from the NJ Stem Pathway (NJSPN), as follows:

<u>Project Title</u>	<u>Amount</u>
NJ Stem Mini Grant	\$475.00

From: February 16, 2021

To: April 2, 2021

Project Manager: John Jeffries

Ms. Czarneski moved, seconded by Mr. Mullen that the Board approve Resolutions A through P as a consent agenda.

On a roll call vote, Mr. Jones, Ms. Czarneski, Mr. Anderson and Mr. Mullen, voted "aye," and the motion carried unanimously.

Cont'd

MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 10, 2021

REPORT OF THE ATTORNEY

None


OTHER MATTERS

None

There being no further business, Mr. Mullen moved, seconded by Ms. Czarneski that the Board adjourn the meeting at 7:53 p.m.

On a roll call vote, Mr. Jones, Ms. Czarneski, Mr. Anderson and Mr. Mullen, voted "aye," and the motion carried unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Karl J. Knehr', written over a horizontal line.

Karl J. Knehr
Board Secretary

