

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

MINUTES OF THE REGULAR PUBLIC MEETING HELD JANUARY 9, 2019

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, January 9, 2019 at the East Brunswick School.

On roll call, the following members were present:
Mr. Anderson, Mr. Jones, and Mrs. Engel

Also present were Ms. Veilleux, Superintendent;
Mr. Bicsko, Assistant Superintendent for Student Services/Program Development;
Mr. Knehr, Board Secretary/Business Administrator; and
Mr. Vignuolo, Board Attorney

Mr. Mullen 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 12, 2018 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 five (5) duly appointed Board members."

CORRESPONDENCE

None

MINUTES

Mr. Jones moved, seconded by Mrs. Engel that the minutes of the Regular Public meeting of December 12, 2018 be approved as distributed.

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

Mr. Jones moved, seconded by Mr. Anderson that the minutes of the Closed Session of December 12, 2018 be approved as distributed.

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

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TREASURER'S REPORT

A report was received from the Treasurer (Form A-149). Mr. Jones moved, seconded by Mrs. Engel 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. Anderson, Mr. Jones, and Mrs. Engel 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 Mr. Anderson that the report be accepted and filed with the minutes of the meeting.

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

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

BOARD OF EDUCATION MONTHLY CERTIFICATION
BUDGETARY MAJOR ACCOUNT/FUND STATUS

Mr. Jones moved, seconded by Mrs. Engel that pursuant to N.J.A.C. 6:20-2.13 (e), the Board certify that as of November 30, 2018 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. Anderson, Mr. Jones, and Mrs. Engel voted "aye," and the motion carried unanimously.

PAYROLLS

The following payrolls were presented for payment:

December 21, 2018 \$5,575,946.95

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

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

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BILLS

Bills in the amount of \$5,575,946.95 were presented for payment. Mrs. Engel moved, seconded by Mr. Jones that these bills be approved for payment.

On a roll call vote, Mr. Anderson, Mr. Jones, and Mrs. Engel voted "aye," Mrs. Engel abstained on Seickel & Son and the motion carried.

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.

Mr. Vignuolo informed the Board that the road easement for Zanzalari Way was moving forward. Documents will be prepared and executed in the near future.

SUPERINTENDENT'S REPORT

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

2017-2018 ANNUAL REPORT

The Superintendent is presenting the 2017-2018 Annual Report for the Middlesex County Vocational and Technical Schools. This publication provides a status report on the progress attained in advancing our district-wide goals as well as the recognition our schools and students received in prestigious programs, competitions and initiatives over the past year. It is a valuable publication that is distributed to school superintendents in Middlesex County and to vocational-technical school superintendents throughout New Jersey, as well as various state and county agencies and partners in education, business and industry.

The Annual Report will be available throughout the year to visitors at our schools and to prospective students and their parents and guardians.

Production of the 2017-2018 Annual Report was a collaborative effort of many individuals. The cover was created by Samantha Oliveira, a junior from the East Brunswick Campus. The report was designed and produced by Jamie Sobolewski, Teacher of Graphic Design: Commercial Art and Advertising, and Joseph Tiedemann, Teacher of Digital Media & Arts, and edited by Joseph Bakes, Community Information & Recruitment Specialist.

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SUPERINTENDENT'S
REPORT CONT'D

PERSONNEL 2018-2019

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

Shehnaz Ahmad	Teacher of Mathematics Perth Amboy Campus	Resignation from the position of Teacher of Mathematics at the Perth Amboy Campus effective February 20, 2019.
Julissa Martinez-Fanith	Teacher of Spanish	Resignation from the position of Teacher of Spanish at the Piscataway Campus effective February 20, 2019.
Frank Ricciardi	Custodian Piscataway Campus	Resignation from the position of Custodian at the Piscataway Campus effective April 1, 2019.
Rosemarie Ricciardi	Teacher of Cosmetology Piscataway Campus	Resignation from the position of Teacher of Cosmetology at the Piscataway Campus effective June 30, 2019. She plans to retire.

EMPLOYMENT OF VARSITY COACHES - 2018-2019

The Superintendent recommends the employment of the individuals in the position of varsity coach as indicated below for the 2018-2019 school year at the rate of \$7,300 per annum in accordance with the contract agreed upon between the Board of Education and the Middlesex County Vocational Education Association.

<u>Baseball</u>	<u>Coach</u>
East Brunswick Campus	Todd Sak
Perth Amboy Campus	Frank Paprota
Piscataway Campus	Stephen Zurawiecki (Pending Criminal History Review)
<u>Softball</u>	<u>Coach</u>
Academy/Woodbridge	Geri Cuesta-Aviles
East Brunswick Campus	Michael Buonaguro
Perth Amboy Campus	James Rand
Piscataway Campus	Robert Gardella

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SUPERINTENDENT'S
REPORT CONT'D

PERSONNEL

EMPLOYMENT OF JUNIOR VARSITY COACHES - 2018-2019

The Superintendent recommends the employment of the individuals in the position of junior varsity coach as indicated below for the 2018-2019 school year contingent upon the school's ability to field a junior varsity team by the designated date. Compensation will be \$5,200 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.

<u>Baseball</u>	<u>Coach</u>
East Brunswick Campus	Connor Gillis
Perth Amboy Campus	Edward White
Piscataway Campus	Justin Bertolozzi
<u>Softball</u>	<u>Coach</u>
Academy/Woodbridge	Jennifer Frank
East Brunswick Campus	Nicole Benfatti
Perth Amboy Campus	Michael Perpente
Piscataway Campus	Tomasso Incognito

NEUROPSYCHOLOGICAL EXAMINATION

The Superintendent recommends the appointment of the following medical personnel be added to our consulting physician list for the 2018-2019 school year to cover one special education student in need of a neuropsychological examination.

<u>Consulting Psychiatrist</u>	<u>1 Student (Evaluation)</u>
Dr. Joseph T. Marcantuono, Ph.D	\$4,000

TITLE I SCHOOL YEAR PROGRAM AND INSTRUCTORS – 2018-2019

The Superintendent is recommending approval of the program and instructors as indicated below to provide academic support for Title 1 students during the 2018-2019 school year. This is a part-time hourly position and compensation is at the rate of \$35 per hour. The salaries will be funded through Title I funds.

College and Career Readiness SAT Preparation Program at the Piscataway Campus will be available January 10, 2019 through March 7, 2019 every Tuesday through Thursday from 3:45 p.m. - 5:45 p.m. and Saturdays between 9:30 a.m. - 12:30 p.m. for practice tests.

Jennifer Fernandes - English
Michele Jarosiewicz - Mathematics
Nigar Rizvi - Mathematics

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SUPERINTENDENT'S REPORT - CONT'D

PERSONNEL

LEAVE OF ABSENCE – FMLA – 2018-2019 - MR. RICCIARDI

The Superintendent is recommending approval of a leave of absence without pay under the Family and Medical Leave Act for Frank Ricciardi, custodian at the Piscataway Campus.

If approved, his leave would be January 11, 2019 through March 31, 2019. Mr. Ricciardi has submitted the required medical documentation.

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

Mr. Jones moved, seconded by Mr. Anderson that the Board accept/approve the Superintendent's personnel recommendations.

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

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 & Biomedical Sciences

- On December 3rd and 4th the mandatory Parent Information Sessions were held for prospective freshmen and their parents.
- The admissions test for the Class of 2023 was administered on Saturday, December 8th. A team of counselors, administrators, and teachers orchestrated the day, which was a success and ran on time. Students will be notified of their standing in January and interviews with the top 140 students will begin in February. The students are ranked based on admission test, writing sample, grades, and admissions essay.
- The Red Cross Club, led by Advisor Marie Bowen, held a Blood Drive on December 19th from 9:00 a.m. to 2:00 p.m. in the Gym.
- Students began their Capstone Research Mentoring hours. In December, students go once or twice a month to develop a relationship with their mentors through job shadow experience with several people in the office. The students keep a log of their hours and a work experience journal.
- The Career Choices students are in the third and final rotation of the Fall semester.
- Anisha Patel, a senior, was chosen as New Jersey's Alternate Delegate to the 2019 United States Senate Youth Program. Her notification stated that a distinguished panel of educators selected her based on her outstanding leadership abilities, high scholastic standing, strong commitment to her school and community, and interest in government, history, and politics. If either of the first Delegates is unable to attend the week-long program in Washington, D.C (March 2-9, 2019), Anisha will be invited to participate.

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SUPERINTENDENT'S REPORT - CONT'D

MCVTS OUTSTANDING ACTIVITIES – HIGHLIGHTS (continued)

Academy of Allied Health & Biomedical Sciences - Continued

- On Friday morning, December 21st, homeroom was extended for the annual Gingerbread House building competition. The fine bakers at the Piscataway campus bakery provided the gingerbread templates and boards for constructing the houses as well as the icing for holding the structures together. The students worked on themes and designs. All 12 homerooms in the high school and 2 in Career Choices participated. The competition categories were Most Festive, Most School Spirited, and Most Unique.

Academy for Science, Mathematics, & Engineering Technologies

- Startups Club host our first ever local Hackathon at the Edison Academy. Huge thanks to Mr. Fernandez, Mr. Mosaad, Mr. Jimenez, Manas H., Sharanya P., Avaneen P., Aditya V. & Serena Z. for their hard work. Big thanks to Alumni Surya V. & Abhishek P. for helping as guest judges.
- Approximately 900 visitors attended our Information Sessions held over 2 days at the Performing Arts Center at Middlesex County College. Students picked up their testing tickets, had an opportunity to hear from administration, guidance, and current students about the Edison Academy. Students and parents had an opportunity to ask question about the admissions test, student transportation, engineering majors, sports, course offerings and advanced placement classes.
- Approximately 400 eighth grade students from the 26 towns in the county sat for the admissions test to the Middlesex County Academy for Science, Mathematics and Engineering Technologies. Teachers and student volunteers helped out that day as proctors, runners, line managers, and ticket takers. The testing was completed in the Edison Academy and several rooms in Middlesex County College's Crabiell Hall.
- Talent Show 2018. Our students had an opportunity to show their myriad of talents up on stage. Dancing, singing, instrumentals, magic, orchestra and jazz bands were some of the acts that performed. Big thanks to Middlesex County College for letting us use the Brunswick Room in Crabiell Hall and for providing us with a stage and sound system.

East Brunswick Campus

- Ms. Mack and her Dance students presented their performance "Water" in collaboration with Ms. Anello's Arts Technology students. These performances took place at night on December 13th and December 14th as well as a matinee performance for students and staff on December 17th.
- The MC Green Robot proposal for Middlesex County Improvement Authority has been completed and represents the first collaborative effort between Edison Academy Engineering and East Brunswick Campus Pre-Engineering and Advanced Manufacturing students and faculty.
- Mr. Mercadante, instructor of the Pre-Engineering and Advanced Manufacturing program, successfully completed a Green Belt Certification project plan through Rutgers University. The purpose of this project is to define the curriculum to teach and certify students in Lean Six Sigma.

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SUPERINTENDENT'S
REPORT CONT'DMCVTS OUTSTANDING ACTIVITIES – HIGHLIGHTS (continued)East Brunswick Campus - Continued

- Stage management students in Ms. Aladren's Theatre program had the opportunity of shadowing the McCarter Theatre stage manager during the production of "A Christmas Carol".
- Twenty students had the opportunity to attend a Junior Achievement conference on December 13th at the Johnson and Johnson headquarters in New Brunswick.
- Ms. Treadwell, our school Technology Media Specialist, had the opportunity of presenting at the New Jersey Association of School Librarians fall conference.

East Brunswick School of Career Development

- On December 8th, HOSA sponsored a blood drive to benefit patients in the central New Jersey area. Ms. Zendjebil, the Health Services Teacher, ran the event. In total, 32 pints of blood were collected.
- The East Brunswick Career Development coat drive was a huge success with the collection of over 200 coats and other garments. Coats have been distributed to those in need all over Middlesex County.
- The first ever Transition Fair was held on the Dec 13th, from 9:30 a.m. to 11 a.m. at East Brunswick Career Development. Organizations throughout Middlesex County attended to explain the services that they offer to students with disabilities while attending school as well as services available after they graduate. The fair was open to all Career Development 11th and 12th grade students as well as their parents. The Transition Fair was organized by Nicole Benfatti and Jennifer Moir.

Perth Amboy Campus

- The Perth Amboy Campus is proud to announce that a 10th grade Computer Systems Technology student was crowned the New Jersey State Champion in Microsoft Office Specialist for Excel and has been invited to compete at the M.O.S. National Championship in Orlando, Florida in June.
- The Perth Amboy Campus hosted a groundbreaking ceremony for the new Middlesex County Park which is under construction across the street and will house our sports fields. Freeholder Director Rios, State Assembly Speaker Coughlin, and Mayor Diaz from Perth Amboy were all in attendance and spoke about the benefits that his park will bring to the City of Perth Amboy and the Perth Amboy Campus.
- The Culinary Arts shop hosted the annual Gingerbread House contest where all students design their ideal Gingerbread House. Congratulations to all of the Culinary Arts students who participated in the event on a job well done!

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SUPERINTENDENT'S
REPORT CONT'DMCVTS OUTSTANDING ACTIVITIES – HIGHLIGHTS (continued)Piscataway Campus

- On December 5th seniors and juniors were invited to attend a presentation from Kean University regarding the Exceptional Educational Opportunities/Funds (EEO/EOF). The program provides access to higher education for financially disadvantaged students. The program provides student-centered advising, counseling and academic support services to assist students in developing their educational, interpersonal, and professional goals. The main objective of the program is to assure that all students obtain their baccalaureate degree and pursue professional fields of work or graduate studies.
- Annually, the Piscataway Campus comes together to donate specific items to families for the holidays. The staff shared their holiday spirit by giving hats, scarves, and socks to a local shelter which were displayed on our Holiday Giving Tree.
- The Student Council reached out to our Piscataway Campus Community and distributed Holiday Baskets to needy families. Through our annual food drive, several baskets were filled with food and supplies, and delivered to families during the Holiday season.
- Carpentry Instructor, Mr. Wiater, and founder of a nonprofit organization called "Friends of Solo" which is dedicated to ensuring the safety of K-9 dogs through the purchase of Body Armor and Safety Equipment, arranged for the Monmouth and Middlesex County Sheriff's Department to give a presentation to our students. After learning about a police dog that was killed in the line of duty, Mr. Wiater wrote a children's book titled: "The Adventures of Solo, The Big Dog" about a police canine. The proceeds have gone to purchase armor vests and safety equipment for K-9 dogs. This year he will be donating his 9th custom made body armor for a very special K-9 Officer!
- Skills USA went to the Rutgers Athletic Center (RAC) this month and helped raise funds by working at the Concession Stands.
- Twenty students in Ms. Fernandes 11 Honors classes went to a workshop hosted by Junior Achievement of NJ, at Johnson & Johnson. After a brief introduction about the Junior Achievement of NJ, and the Johnson & Johnson Company, the students participated in activities such as Leadership and Mock Interviews. The students also had the opportunity to speak with the mentors and ask them questions about college and career readiness. After lunch, the students participate in a fun scavenger hunt activity. All in all, the trip was quite fundamental.
- On December 18th the Junior Class attended a Young Audiences presentation by Gayle Danley featuring "Soul Portraits". This performance helped to enforce and enhance the Arts in Education Program that has been ongoing at Piscataway Campus in coordination with Dr. Simone Patterson, English Instructor. Our guest artist, Josh Campbell, has been working with the juniors in Dr. Patterson's classes to enhance their social and emotional learning skills and writing skills through the exploration of Social Justice Themes.

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SUPERINTENDENT'S
REPORT CONT'DMCVTS BUSINESS PARTNERSHIP AWARD

The Superintendent is reporting that the Middlesex County Vocational and Technical School District is recognizing Mr. Greg Hancox and Ms. Carolyn DeWolf of S.T.A.R. LLC as the recipient of its annual Business Partnership Award. The Business Partnership Award is a recognition program facilitated by the New Jersey Council of County Vocational-Technical Schools.

S.T.A.R. LLC has coordinated with I.A.T.S.E (International Alliance of Theatrical stage Employees - Stagehands Union) contractors to deliver career guidance and specialty presentations and workshops on many aspects of the technical theater industry. The grant funded collaboration opportunity has offered students experience in advanced technical theater projects with workshops and hands-on skills training, including live audio setup and production, truss and rigging seminars, spotlights, power and cable distribution, and theater load-ins and load-outs. Students have been immersed in technical theatre work at locations such as the Production Resource Group, The Paper Mill Playhouse, and The McCarter Theatre, as well as having subject matter experts visit the East Brunswick Campus.

This NJ CTE Partnership initiative has given our Performing Arts Theatre/Arts Technology students unique perspectives regarding the knowledge and performance expectations of Stage Hands Union employees, and the experience of working side-by-side with active union members on current professional performances and events. The personal attention to detail, communication, student presentations by Mr. Hancox and Ms. DeWolf has made working with this group a true pleasure. S.T.A.R. LLC exemplifies technical expertise, professionalism and a passion for the arts.

NJ CARPENTERS UNION PRE-APPRENTICE TRAINING GRANT 2018-2019

The Superintendent is recommending approval to participate with the New Jersey Carpenters Union Apprentice Training and Educational Fund Pre-Apprentice Training Program. The majority of this program is available by grant funding through a New Jersey Labor and Work-force Delivery Youth Transition to Work program to support secondary student pre-apprentice exposure and training.

This experience will include a large group presentation and scheduled all-day training sessions for smaller groups twice per month beginning in January and running through May of 2018 for students in our Carpentry/Building Trades, Building Maintenance and related programs at the East Brunswick, Perth Amboy and Piscataway Campuses. A portion of the transportation funding to facilitate our students participation this year will be provided from the Carl D. Perkins grant funds.

MCVTS students and staff chaperones will be transported each training day to the state-of-the-art training facility at 75 Fieldcrest Avenue, Edison, NJ. The 100,000 square-foot, two-story complex is a consolidation of two previous training centers and will soon serve as New Jersey's hub for education and training for more than 1,000 carpenter apprentices that includes our MCVTS students. Participants will return to campus by 3:15 p.m. for regular dismissal. Trips will be taken as follows:

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SUPERINTENDENT'S REPORT - CONT'D

NJ CARPENTERS UNION PRE-APPRENTICE TRAINING GRANT 2018-2019 - Continued

<u>East Brunswick Campus</u>	<u>Piscataway Campus</u>	<u>Perth Amboy Campus</u>
01/24/2019	01/24/2019	01/24/2019
01/31/2019	02/07/2019	02/07/2019
02/14/2019	02/21/2019	02/21/2019
02/28/2019	03/07/2019	03/07/2019
03/14/2019	03/21/2019	03/21/2019
03/28/2019	04/04/2019	04/04/2019
04/11/2019	04/18/2019	04/18/2019
05/02/2019	05/09/2019	05/09/2019

The purpose of this program is to introduce students interested in a Union Carpenter career to the many facets, roles and responsibilities of a Union Carpenter and to experience a portion of the training offered at the NJ Carpenters Union Training Facility. The curriculum of this program includes safety, tools, OSHA regulations, construction materials, fasteners, concrete forms, metal framing, interior systems, basic skills and more.

Students that successfully complete the program will have an opportunity to apply for entry into the full-time NJ Carpenters Union Apprentice Training utilizing employment opportunities specifically allocated for successful Pre-Apprentice program participants.

FIELD TRIPS – SCHOOL YEAR 2018-2019

The Superintendent is recommending that the following additional field trips be approved as presented below. These field trips have been added due to new opportunities available to our students.

Academy for Science, Mathematics and Engineering Technologies

Dates: January 17, 22, 2019
 (No Cost to District)
 FBLA Member Students and Advisors(s)
 FBLA Junior Achievement Competitions
 Rutgers Business School/Synchronoss Technology
 Piscataway, NJ/Bridgewater, NJ

Academy for Science, Mathematics and Engineering Technologies

Date: January 19, 2019
 (No Cost to District)
 NJ State History Bowl/Bee
 Ridgewood High School
 Ridgewood, NJ

Academy for Science, Mathematics and Engineering Technologies

Date: January 30 or 31, 2019
 (No Cost to District)
 FBLA Member Students and Advisors(s)
 FBLA Consumer Bowl – County Competition
 South Amboy High School
 South Amboy, NJ

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SUPERINTENDENT'S
REPORT CONT'DFIELD TRIPS – SCHOOL YEAR 2018-2019 (Continued)Academy for Science, Mathematics and Engineering Technologies

Dates: January 31, 2019 – February 3, 2019

(No Cost to the District)

Students, Advisor and Chaperone

Ivy League Model UN Conference

Philadelphia Marriott Downtown

Philadelphia, PA

Academy for Science, Mathematics and Engineering Technologies

Date: February 16, 2019

(No Cost to the District)

Students and Advisor

Girl Up Conference

Middlesex County College

Edison, NJ

East Brunswick Campus

Dates: February 5, 2019, March 5, 2019, April 9, 2019 and May 7, 2019

Safety Ambassador Committee Students and Chaperone(s)

Safety Ambassador Presentations

Parkview Elementary School

Milltown, NJ

East Brunswick Campus

Dates: January 12, February 7, 9, March 4, 2019

(Grant Funded)

Students and Staff

Production Resource Group

Secaucus, NJ

East Brunswick Campus

Date: January 14, 2019

Students and Chaperones

Theatrical Design Workshops

McCarter Theatre

Princeton, NJ

Perth Amboy Campus

Date January 18, 2019

Students and Staff

Young Men's Conference

Middlesex County College

Edison, NJ

Perth Amboy Campus

Date: February 6, 2019

Students and Staff

Cooking Demonstration

New Jersey Department of Education

Trenton, NJ

Piscataway Campus

Date: April 10, 2019

Students, Staff and Chaperones

Kean University

Tour of University

Union, NJ

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SUPERINTENDENT'S
REPORT CONT'D

SNOW BALL DANCE/FUNDRAISER – EDISON ACADEMY

The Superintendent recommends approval for the Academy for Science, Mathematics and Engineering Technologies' Class of 2020 to hold a Snow Ball Dance on Friday, January 25, 2019 from 6:00 p.m. until 9:30 p.m. This event would be open to the Edison Academy students and their guests and would be fully chaperoned. This is an annual event that is hosted by the Junior Class as a fundraising activity.

BLOOD DRIVE
ACADEMY FOR SCIENCE, MATHEMATICS AND ENGINEERING TECHNOLOGIES

The Superintendent is recommending approval of participation in a blood drive to be conducted by Vitalant (formerly called Community Blood Services of North Jersey) at our Academy for Science, Mathematics and Engineering Technologies on Tuesday, February 5, 2019. A certificate of insurance will be provided prior to the blood drive.

The blood drive will be open to academy students (age sixteen and older with parental permission), faculty and staff, as well as eligible students from Middlesex County College.

LICENSED PRACTICAL NURSING GRADUATION

The Superintendent recommends that the following Licensed Practical Nursing students be awarded Adult Technical School Diplomas. Dawn M. Lystad, Director of Adult Education, has certified that these students have met all the requirements established by the Board of Education.

Graduation will be held on Wednesday, February 20, 2019, at 7:00 p.m. at the Middlesex County Vocational and Technical School, Piscataway Campus.

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|-----------------------|--------------------|
| Sheena Adeeyo | Sacara Jordan |
| Christina Chamberlain | Ally Kaufman |
| Robert Dickerson | Abraham Llaguno |
| Rodny Dume | Pooja Makim |
| Tricia Elder | Nancy Martinez |
| Maggie Fry | Sara Marucci |
| Francis Gechuki | Robert Mcannaney |
| Kirsten Gordanier | Kevin Mizhiritskiy |
| Samantha Hille | Shereen Samaroo |
| Saira Hussain | Alima Sorie |
| Tahira Hussain | Taibori Torres |
| Semira Ibrahim | Tanya Wilson |
| Kimberly Ireland | Prasad Yarlagadda |

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SUPERINTENDENT'S
REPORT CONT'D

HARASSMENT, INTIMIDATION AND BULLYING INVESTIGATIONS

The Superintendent is reporting 4 incidents of Harassment, Intimidation and Bullying to the Board of Education that were investigated this month.

Incident #3 - Ongoing

School: East Brunswick Career Development
Location: Gym and classrooms
HIB (Y/N): Yes
Disciplinary Consequences: Detention
Parent Contact (Y/N): Yes
Intervention Services: Counseled
SID #: 6627801878, 1162187767

Incident #4 - Ongoing

School: East Brunswick Career Development
Location: Gym and classrooms
HIB (Y/N): No
Disciplinary Consequences: Detention
Parent Contact (Y/N): Yes
Intervention Services: Mediation
SID #: 6627801878, 4212182654

Incident #5 – 12/5/18 & Ongoing

School: East Brunswick Career Development
Location: Auto Services
HIB (Y/N): Yes
Disciplinary Consequences: Suspension
Parent Contact (Y/N): Yes
Intervention Services: Mediation
SID #: 2461756713, 8362370382

Incident #6 – 11/15/18, 12/7/18

School: East Brunswick Career Development
Location: Classroom and hallway
HIB (Y/N): Yes
Disciplinary Consequences: Suspension
Parent Contact (Y/N): Yes
Intervention Services: Counseled
SID #: 8076802160, 9397071075

DEATH OF JOYCE DEGISI

The Superintendent is reporting the death of Ms. Joyce Degisi, retired Bookkeeper who worked at our Central Office and served with distinction for many years.

A book will be purchased in her memory for our administrative library at the Central Office.

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SUPERINTENDENT'S
REPORT CONT'D

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

December 3, 2018

Academy/Woodbridge

December 7, 2018

East Brunswick Campus

December 3, 2018

Perth Amboy Campus

December 18, 2018

Piscataway Campus

December 14, 2018

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	December 19, 2018	Lockdown
Academy/Woodbridge	December 19, 2018	Lockdown
East Brunswick Campus	December 19, 2018	Active Shooter
Perth Amboy Campus	December 21, 2018	Lockdown
Piscataway Campus	December 19, 2018	Bomb Threat

MINUTES OF THE REGULAR PUBLIC MEETING HELD JANUARY 9, 2019

SUPERINTENDENT'S
REPORT CONT'DDATES TO REMEMBER

February 13, 2019.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
March 13, 2019.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
April 10, 2019.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
May 8, 2019.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
June 19, 2019.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
July 17, 2019.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
August 14, 2019.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
September 11, 2019.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
October 10, 2019.....	Board of Education Meeting MCVTS - East Brunswick Campus 7:00 P.M.
November 1, 2019.....	Board of Education Meetings MCVTS - East Brunswick Campus Organizational Meeting - 7:00 P.M. Regular Monthly Meeting - 7:15 P.M.

Mr. Jones 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. Anderson, Mr. Jones, and Mrs. Engel voted "aye," and the motion carried unanimously.

Cont'd

MINUTES OF THE REGULAR PUBLIC MEETING HELD JANUARY 9, 2019

PUBLIC COMMENTS

None

RESOLUTION A: SCHOOL BOARD MEMBER RECOGNITION

WHEREAS, the New Jersey School Boards Association and the National School Boards Association have declared January 2019 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

WHEREAS, the Middlesex County Vocational Technical Schools Board of Education is one of more than 581 local school boards in New Jersey that sets policies and oversees operations for public school districts; and

WHEREAS, the Middlesex County Vocational Technical Schools Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine community goals for the education of 1.4 million children in Pre-Kindergarten through 12th grade; and

WHEREAS, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School Boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in indicators such as high school graduation rates, class size, college entrance exam participation, and Advanced Placement offerings and test scores. Now, therefore, be it

RESOLVED, that the Middlesex County Vocational Technical Schools Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2019 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, that the Middlesex County Vocational Technical Schools Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.

MINUTES OF THE REGULAR PUBLIC MEETING HELD JANUARY 9, 2019

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

WHEREAS, the 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>
1613	Disclosure and Review of Applicant's Employment History	New
2431.8	Varsity Letters for Interscholastic Extracurricular Activities	New
5350	Student Suicide Prevention	Revised
5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities	Revised

BE IT RESOLVED that the Board of Education approve the first reading of the above policies and prepare them for the second reading.

RESOLUTION C: FIELD TRIP AMENDMENTS – HIGH SCHOOL 2018-2019 SCHOOL YEAR

RESOLVED that the Board approve the following change in field trip dates, as follows:

<u>Campus</u>	<u>Trip No.</u>	<u>From</u>	<u>To</u>
Academy	ACA-F3	01/11/19	01/15/19
East Brunswick	EB-F8	TBD	03/06/19

Mr. Jones moved, seconded by Mr. Anderson that the Board approve Resolutions A through C.

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

MINUTES OF THE REGULAR PUBLIC MEETING HELD JANUARY 9, 2019

RESOLUTION D: SALE OF SURPLUS PROPERTY

WHEREAS, the Middlesex County Vocational School Board 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 2008-9; and

WHEREAS, the sale will be conducted through GovDeals.com pursuant to State Contract A-70967 in accordance with the terms of that contract; and

WHEREAS, the surplus property is identified, as follows:

Re-Auction: East Brunswick Campus

<u>Quantity</u>	<u>Description</u>	<u>Maker</u>	<u>Tag #</u>
1	Hot Plate Food Warmer	Vollrath	NA
1	Tire Machine	Hunter	EB003953

Auction: Piscataway Campus

<u>Quantity</u>	<u>Description</u>	<u>Maker</u>	<u>Tag #</u>
1	Copy Machine	Xerox	NA

Re-Auction: Piscataway Campus

<u>Quantity</u>	<u>Description</u>	<u>Maker</u>	<u>Tag #</u>
1	Reach-In Refrigerator	Traulsen	PI000273
1	Reach-In Refrigerator	Traulsen	PI000288
1	Food Warming Box	Traulsen	PI000277
1	Food Warming Box	Traulsen	PI000275
1	Floral Refrigerator	Flotaire	PI004118

BE IT THEREFORE RESOLVED, that the Board of Education approve the sale of the identified surplus property held as an online auction through GovDeal.com under State Contract A-70967.

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.

MINUTES OF THE REGULAR PUBLIC MEETING HELD JANUARY 9, 2019

RESOLUTION E: DONATION OF TOOLS – ADULT ELECTRICAL AND APPRENTICESHIP PROGRAMS

WHEREAS, Klien Tools wishes to donate the following to the Adult Electrical and Apprenticeship Programs at the East Brunswick Campus:

<u>Qty.</u>	<u>Item</u>
15	Iron Conduit Benders
10	BX & Armored Cable Cutters
12	Kurve Wire Stripper
12	Wire Stripper/Cutter
12	High Leverage side Cutting Pliers-Connecting Crimping
12	Heavy Duty Long Nose Pliers side Cutting
12	High Leverage Diagonal Cutting Pliers-Angle Head
6	High Leverage Cable Cutters
2	Cable Cutters-Coaxial
12	Klien Kurve Retractable Utility Knife
1	Utility Knife Blade Dispenser
12	Pump Pliers
12	Torpedo Level
12	Tape Measure-Non Magnetic
6	Cusion-Grip Scratch Awl
6	Steel Scratch Awl
6	Conduit Fitting & Reaming Screwdriver
4	Power Conduit Reamer
12	11 in 1 Combo Tip Screwdriver/Nut Driver
10	Cushion Grip Screwdriver Sets
6	Dual Purpose Hacksaw-Golden Tri-cut 3 in 1 Blade
6	Jab Saw

RESOLVED that the Board accept the donation as listed.

RESOLUTION F: BUDGET TRANSFERS

RESOLVED that the Board of Education approve the following transfers in the 2018-19 budget:

<u>From</u>	<u>Amount</u>	<u>To</u>
Health Benefits 11-000-291-270	\$10,000	PERS Contributions 11-000-291-241
Salary, Gen. Admin. 11-000-230-100	\$10,000	Tech. Serv., Gen. Admin. 11-000-230-340

MINUTES OF THE REGULAR PUBLIC MEETING HELD JANUARY 9, 2019

RESOLUTION G: EMPLOYEE TRAVEL REIMBURSEMENT

WHEREAS, the attached list of personnel plan on attending workshops, and

WHEREAS, the attendance at stated function was previously approved by the chief school administrator as work related and within the scope of the work responsibilities of the attendee, and

WHEREAS, the attendance at the function was approved as promoting delivery of instruction or furthering efficient operation of the school district; and fiscally prudent, and

WHEREAS, the travel and related expenses particular to attendance at this function are expected to be for mileage, registration fees and other travel expenses according to the attached cost schedule. Reimbursement is subject to contractual provisions or is in accordance with the new travel guidelines for school districts (18A:11-12 and 6A:23A-7) and state travel guidelines established by the Department of Treasury in NJOMB circular letter.

BE IT THEREFORE RESOLVED, that the Board approve the attendance and related travel expense particular to this function.

RESOLUTION H: PURCHASE OF FURNITURE WOODBRIDGE SCIENCE LAB – LONGO

A proposal for furniture was solicited and received through the Educational Service Commission of New Jersey (ESCNJ) Cooperative Bid Purchasing Agreement, as follows:

<u>Vendor</u>	<u>Location</u>	<u>Item</u>	<u>Amount</u>
Longo	Piscataway	Science laboratory casework furnishings and lab equipment including teacher desks, student lab stations, and various cabinets with counter top	\$230,181.06

RESOLVED that the Board of Education award the purchase of furniture to Longo for \$230,181.06 on the basis of Cooperative Purchasing Agreement ESCNJ 17/18-16.

RESOLUTION I: PURCHASE OF FURNITURE – ALLIED EQUIPMENT CO.

A proposal for furniture was solicited and received through Allied Equipment Co. under a cooperative purchasing agreement through the Educational Services Commission of NJ, as follows;

<u>Location</u>	<u>Description</u>	<u>Amount</u>
BOE Offices	(1) Workstation w/Panels	\$3,431.72

RESOLVED that the Board of Education award the purchase of furniture to Allied Equipment Co. for \$3,431.72 on the basis of the ESCNJ Cooperative Contract 17/18-16.

MINUTES OF THE REGULAR PUBLIC MEETING HELD JANUARY 9, 2019

RESOLUTION J: 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	1	HP Paper Feeder w/Stand	\$ 654.55
ESCNJ 18/19-03	1	HP Elite 800 Desktop Core Computer	\$1,538.56
ESCNJ 18/19-03		Tech supplies including wireless keyboards, remotes, amplifier, cables, wires, and tools	<u>\$1,823.08</u>
Total:			\$4,016.19

RESOLVED that the Board of Education award the purchase of technology supplies to CDW-G for \$4,016.19 on the basis of the appropriate State Contract/Cooperative Purchasing Agreement, as indicated above.

RESOLUTION K: BUDGET MODIFICATION/INCREASE IN FUNDS – CARL D. PERKINS SECONDARY

RESOLVED that the Board of Education approve a budget modification/increase in funds for the 2018-19 Carl D. Perkins Secondary Program funded through the State of New Jersey Department of Education as outlined in the attached Budget Summary, as follows:

Perkins Secondary Funding 2018-19	\$799,653
Increase from DOE	<u>14,850</u>
Total Revised Perkins Secondary Funding 2018-19	\$814,503

BE IT FURTHER RESOLVED that the modification includes an increase in the total grant award received from the State of New Jersey as well as a reallocation of funds between the GAAP Budget accounts from the original spending plan submitted to the State of New Jersey Department of Education.

MINUTES OF THE REGULAR PUBLIC MEETING HELD JANUARY 9, 2019

RESOLUTION L: APPLICATION FOR FUNDS – NEW JERSEY STATE DEPARTMENT OF EDUCATION REALLOCATED TITLE I CARRYOVER FUNDS FOR STEM, SEL, ARTS, AND EARLY TRANSITIONS

RESOLVED that the Board of Education approve application for funds from the New Jersey State Department of Education, as follow:

<u>Project Title</u>	<u>Amount</u>
Reallocated Title I Carryover Funds for STEM, SEL, Arts, and Early Transitions	
Perth Amboy Campus	\$ 8,800
Piscataway Campus	<u>\$20,224</u>
Total:	\$29,024

Start: February 1, 2019
End: September 30, 2019

Project Manager: Eugene Catanzaro

Mr. Jones moved, seconded by Mrs. Engel that the Board approve Resolutions D through L.

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

REPORT OF THE ATTORNEY

At this time Mrs. Engel recommended that the meeting go into closed session to discuss contract negotiations. The minutes to remain confidential until the need for same no longer exists.

Mr. Jones moved, seconded by Mrs. Engel 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 contract negotiations 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.

MINUTES OF THE REGULAR PUBLIC MEETING HELD JANUARY 9, 2019

The Board went into closed session from 7:28 p.m. to 7:50 p.m.

Mr. Jones moved, seconded by Mr. Anderson that the Board resume public session at 7:50 p.m.

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

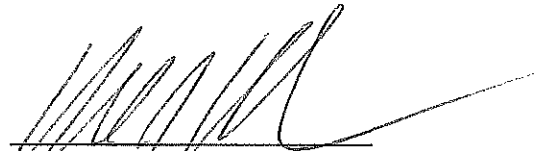
OTHER MATTERS

None

There being no further business, Mr. Jones moved, seconded by Mrs. Engel that the Board adjourn the meeting at 7:51 p.m.

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

Respectfully submitted,


Karl J. Knehr
Board Secretary

STATUS OF BUILDING AND GROUNDS PROJECTS

January 9, 2019

CAPITAL PROJECTS

Summer 2018

Piscataway Partial Roof and Mechanical Replacement/SSP/Owner – Barrett Roofs Inc. – Work continues on roofing trim. Reflective coating to be reapplied in Spring.

Piscataway Science Renovation Phase I, - SSP/Owner –Tri-Form Construction – Project punch list items ongoing.

East Brunswick Media Center – Makers Space Alterations/SSP/Owner – Altec Building Systems – Progress Payment No. 6 in the sum of \$19,333.40 agendized for consideration. Inspections complete, certificate of approval received 12/17/18. Punch list issued and corrective actions ongoing.

East Brunswick Campus–Classroom Air Conditioning–Phase 1 /Owner/SSP – Chappelle Mechanical Inc. – Minor punch list items remain as open, nearing Project close out.

Other District Projects

ESIP - Johnson Controls International/Owner -

J.C.I. continues work at the Piscataway location with Control Work and Contractual elements remaining at this time.

Perth Amboy Campus/TRC/Owner – Environmental – Environmental contractor continues on recovery trailer equipment downsizing and retrofit.

Notices:

Piscataway Campus- Roadway/Owner/Attorney Report

SSP ARCHITECTURAL GROUP – Mr. Adam Finkle, AIA

TRAVEL COST SCHEDULE - JANUARY 2019

<u>Employee/Board Member</u>	<u>Date</u>	<u>Workshop/Conference</u>	<u>Registration</u>	<u>Estimated Mileage</u>	<u>Estimated Parking/Tolls</u>	<u>Estimated Lodging</u>	<u>Estimated Lodging Tax</u>	<u>Estimated Airfare/train</u>	<u>Per-diem</u>	<u>Other</u>
Seminar Travel (Employee):										
Joseph Adochio	02/01/19	Legal workshop	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Rafael Nava	02/08/19	NECTL workshop	\$170.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Kelly Nakielny	02/01/19	Legal workshop	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Michael Pede	03/11/19	DAANJ conference	\$255.00	\$50.63	\$20.00	\$294.39	\$0.00	\$0.00	\$231.00	\$0.00
Sara Rubin	02/07/19	Mathematics workshop	\$179.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Nigar Rizvi	02/20/19	Mathematics workshop	\$205.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Nigar Rizvi	03/22/19	Mathematics workshop	\$175.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Chantel Rodgers	01/11/19	Medical workshop	\$295.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Donald Sinclair	02/12/19	Facilities workshop	\$799.00	\$24.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Beatriz Tencio	04/04/19	Foreign Lang. workshop	\$245.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dianne Veilleux	01/31/19	Techspo	\$425.00	\$26.85	\$20.00	\$95.00	\$18.30	\$0.00	\$99.00	\$0.00