

**ESSEX COUNTY SCHOOLS OF TECHNOLOGY  
BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
APRIL ~~13~~ 16, 2020**

**CALL TO ORDER**

The Regular Meeting of the Essex County Schools of Technology of Education will be called to order at 6:09 p.m. on Monday April ~~13~~16, 2020, by President, Rev. Edwin Leahy, OSB.

**OPENING STATEMENT**

Adequate notice of this meeting was provided in compliance with the Open Public Meetings Act and published in the Star Ledger on November 7, 2019 and in El Coqui on November 7, 2019.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL** – Board Secretary, Lori Tanner

Present: Salvatore Carnovale, (Via telephone)  
LeeSandra Medina, (Via computer)  
Dr. Chris T. Pernell, (Via computer)  
Adrienne Davis, Vice President, (Via telephone)  
Fr. Edwin D. Leahy, President, (Via telephone)

Absent: Jennifer M. Carrillo-Perez

Also Present: Dr. James M. Pedersen, Superintendent, (Via telephone)  
Bernetta Davis, Business Administrator, (Via telephone)  
Mr. Murphy Durkin, Board Attorney, (Via telephone)  
Kimberly Brown-Smeraldo, Treasurer, (Via telephone)  
Mary Ann Sweeney, Sr. Administrative Assistant to the Board, (Via telephone)  
SCOTT HLAVACEK, Director of Information Technologies

**COMMUNICATION**

**PUBLIC COMMENT WITH REGARD TO RESOLUTIONS**

**REPORT OF THE SUPERINTENDENT OF SCHOOLS**

**1. HIB Monthly Report – March, 2020**

School	Allegations	Verified
March.	19-20 cumulative	March 19-20 cumulative

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Newark Tech	0	6	-	0	5
Payne Tech	0	2	-	0	1
West Caldwell	1	3	-	1	2
<b>Total</b>	<b>1</b>	<b>11</b>	<b>-</b>	<b>1</b>	<b>8</b>

(Discussion of any HIB incident is restricted to closed session.)

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**2. POINTS OF PRIDE**

- Newark Tech

Newark ended CTE Month during the week of March 2 - 6 highlighting the Health Careers program

Newark Tech students honored Black History Month on March 3rd with presenting: Reflections of the Heart

- Payne Tech

As part of Career & Technical Education (CTE) month the Web Design Junior Class created a web page that highlighted what CTE is, listed programs offered at Payne Tech, and explained their choice of program. This project consisted of milestone tasks for graphics and coding, along with peer evaluation and implementation. As a result of their efforts, they voted for a class winner.

- West Caldwell Tech

The robotics team has been working with individuals from around the state to produce face shields to fill in the gaps as PPE shortages have affected nurses, doctors, and first responders. The team has been using their 3D printers to create the halo pieces that go around the head while other members have obtained foam, elastic, and used laser cutters to cut large sheets of clear plastic that serve as the shield.

Three students competed in the FCCLA Culinary Arts Competition that was held on March 10 at Middlesex County Community College. Results are still yet to be determined. The names of the students are Juliet Agosto, Julietta Gonzalez, and Ariel Gaiani-Colchado.

**REPORT OF THE BUSINESS ADMINISTRATOR**

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**Resolution #20-387: Approval of Regular Board Meeting Minutes March 24, 2020**

On the motion of Ms. Davis, seconded by Mr. Carnovale, BE IT RESOLVED that upon the recommendation of the Superintendent of Schools the Board approves the Essex County Schools of Technology Board of Education Minutes of the Regular Board Meeting of March 24, 2020.

Roll Call:   Yeas:     Mr. Carnovale, Miss Medina, Ms. Davis  
              Nays:     None  
              Abstain: Fr. Leahy  
              Absent: Jennifer M. Carrillo-Perez  
                          Dr. Chris T. Pernel

**FINANCE**

**FINANCE RESOLUTIONS**

**Resolution #20-388: Authorize Payment of Bills – April 15, 2020**

WHEREAS, Bernetta Davis, Business Administrator for the District, has reviewed bills presented to the District for payment in the amount of \$5,050,785.66., through April 15, 2020 and has determined that the bills on the enclosed bills list are required to be paid by the District and that same are in accordance with contracts and/or agreements entered into by the District. Ms. Davis hereby represents to the Board that there are sufficient funds within the District to make these payments and that said payments will not adversely affect the financial position of the District; now

On the motion of Ms. Medina seconded by Ms. Davis, BE IT RESOLVED that upon the recommendation of the Superintendent of Schools the Board approves the payment of the April 15, 2020, bill's list in the sum of \$5,050,785.66, a copy of which is attached hereto and incorporated herein as if fully set forth.

Roll Call:   Yeas:     Mr. Carnovale, Miss Medina, Ms. Davis, Fr. Leahy  
              Nays:     None  
              Absent: Jennifer M. Carrillo-Perez  
                          Dr. Chris T. Pernel

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**Resolution #20-389:     Authorize Amendment to the Elementary and Secondary Education Act (ESEA) 2020 Grant Application**

WHEREAS on September 23, 2019, the Board passed resolution #20-115 authorizing the acceptance of the Elementary and Secondary Education Act (ESEA) 2020 Grant in the amount of \$1,746,947.00. The District thereafter was awarded grant funds in this amount; and

WHEREAS since the implementation of the programs outlined in the grant application there have been program and fiscal changes, including an adjustment in the rate of the Teacher’s Pension and Annuity Fund (TPAF) as outlined in a NJ DOE memo dated March 27, 2020.

Mr. Bickram Singh, grant supervisor has advised the Superintendent that there is need to amend the grant application to reflect the changes; now

On the motion of Mr. Carnovale, seconded by Ms. Davis, BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools the Board hereby authorizes amendment II of the Elementary and Secondary Education Act (ESEA) 2020 Grant Application.

Roll Call:     Yeas:     Mr. Carnovale, Miss Medina, Ms. Davis, Fr. Leahy  
                  Nays:     None  
                  Absent:  Jennifer M. Carrillo-Perez  
                          Dr. Chris T. Pernel

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**Resolution #20-390:     Authorize Amendment II to the Submission of FY-2020  
Individuals With Disabilities Education Act (IDEA) Grant  
Application**

WHEREAS on November 18, 2019, the Board passed Resolution #20-209, which sets forth in part that the District is authorized to apply for and accept the Individuals with Disabilities Education Act (IDEA) FY-2020 grant funds in the amount of \$554, 227.00 and amended the FY-2020 grant to include carryover funds in the amount of \$176,198.00 bringing the newly amended grant to \$730,425.00. The District thereafter was awarded grant funds in this amount; and

WHEREAS, the New Jersey State Department of Education requires that if in the event grant allocations were amended, Dr. Patricia Clark-Jeter, Director of Student Related Services and IDEA Grant Coordinator seeks Board approval and has, therefore, requested that the above-referenced grant application be amended so as to include changes to the allocation of expenditures although funding amounts for resolution #20-209 remain the same; now

On the motion of Mr. Carnovale, seconded by Ms. Medina, BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools the Board hereby authorizes an amendment to the application for funds to the State Department of Education for the FY-2020 Individuals With Disabilities Education Act (IDEA) grant, for the sum of \$554, 227.00 to \$730,425.00 so as to include FY-2019 carry-over funds of \$176,198.00.

Roll Call:     Yeas:     Mr. Carnovale, Miss Medina, Ms. Davis, Fr. Leahy  
                  Nays:     None  
                  Absent:  Jennifer M. Carrillo-Perez  
                                  Dr. Chris T. Pernel

**Resolution #20-391:     Authorization For The District to Adopt the Final Budget for the  
2020-21 School Year in the Sum of \$58,887,487.00**

WHEREAS, the District previously passed a Resolution setting forth in part that the necessary sum for its 2020-2021 school budget would be the sum of \$58,887,487.00. The Essex County Board of School Estimates subsequently passed a Resolution concurring with the budget for the District is the sum of \$58,887,487.00 which resolution was thereafter provided to the Essex County Board of Chosen Freeholders for review and consideration; and

WHEREAS, in light of the above, the Essex County Department of Education Executive County Superintendent approved the District's 2020-2021 budget in the sum of \$58,887,487.00; now

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On the Motion of Mr. Carnovale, seconded by Ms. Davis, BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Board hereby adopts the final budget for the 2020-2021 school year as approved by the Essex County Department of Education Executive County Superintendent in the sum of \$58,887,487.00.

BE IT FURTHER RESOLVED, that the budget includes sufficient funds to provide curriculum and instruction, which will enable all students to achieve the Core Curriculum Content Standards, and complies with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A; and

BE IT FURTHER RESOLVED, that as per N.J.A.C. 6A:23A-7.3(a), the budget provides for a maximum expenditure amount allotted for travel and expense reimbursement. The School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

Roll Call:   Yeas:     Mr. Carnovale, Miss Medina, Ms. Davis, Fr. Leahy  
              Nays:     None  
              Absent:  Jennifer M. Carrillo-Perez  
                          Dr. Chris T. Pernell

**Resolution #20-392:     Approval for West Caldwell Tech Commencement Exercises to be Held at Caldwell College, in an Amount Not to Exceed \$2,750.00 Local Funds**

On the motion of Mr. Carnovale, seconded by Ms. Davis, BE IT RESOLVED that upon the recommendation of the Superintendent of Schools the Board hereby authorizes West Caldwell Tech to hold its Commencement Exercises at Caldwell College, in Caldwell, New Jersey, on June 13, 2020, at a cost not to exceed \$2,750.00. All payments to be made to Caldwell College shall be funded through District's budgeted funds for commencement exercises. Bernetta Davis, Business Administrator, hereby verifies to the Board that there are sufficient funds within the District to fully fund same, without adversely affecting the financial stability of the District.

BE IT FURTHER RESOLVED, that the Board hereby authorizes Bernetta Davis, Business Administrator, to execute the Agreement on behalf of the Board and any other ancillary documents required to facilitate the Agreement.

Roll Call:   Yeas:     Mr. Carnovale, Miss Medina, Ms. Davis, Fr. Leahy  
              Nays:     None  
              Absent:  Jennifer M. Carrillo-Perez  
                          Dr. Chris T. Pernell

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**Resolution #20-393: Resolution for a Closed Session**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_ at \_\_\_\_\_ p.m., the Board approves the following resolution:

~~BE IT RESOLVED that the Essex County Schools of Technology Board of Education shall at this time recess this meeting and conduct a closed meeting concerning personnel issues and other matters which involve exceptions set forth in the Open Public Meetings Act, and are matters which this Body hereby determines are of such a nature that they cannot be discussed at an open meeting. This Body is at this time unable to determine when the matters under discussion can be disclosed to the public. However, this Body will make such a disclosure when circumstances permit.~~

~~Personnel matters are scheduled to be discussed during this closed session~~

ROLL CALL:	Mr. Carnovale	_____	Ms. Medina	_____
	Dr. Pernell	_____	Ms. Davis	_____
	Ms. Carrillo Perez	_____	Fr. Leahy	_____

**Resolution #20-394: Return to a Regular Session**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_ at \_\_\_\_\_ p.m., the Board returned to the regular session meeting.

ROLL CALL:	Mr. Carnovale	_____	Ms. Medina	_____
	Dr. Pernell	_____	Ms. Davis	_____
	Ms. Carrillo Perez	_____	Fr. Leahy	_____



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**PERSONNEL**

**PERSONNEL RESOLUTIONS**

**Resolution #20-395: Approval of Juliette Sciavolino as Substitute Teacher/Long Term Replacement, in an Amount Not to Exceed\$20,000, Local Funds**

WHEREAS, various teachers are absent from the District for extended periods of time for reasons including but not limited to medical, personal or Family Leave. The Superintendent of Schools has determined that it would be in the best interest of the District if Juliette Sciavolino was approved as a Substitute Teacher/Long Term Replacement during the involved absences. Ms. Sciavolino is currently employed by the District and is paid the sum of \$147.00/day. When Ms. Sciavolino is acting as a Substitute Teacher/Long Term Replacement, her per diem rate will be increased to \$250.00/day; now

On the motion of Ms. Davis, seconded by Ms. Medina, BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board hereby approves Juliette Sciavolino as a Substitute Teacher/Long Term Replacement.

BE IT FURTHER RESOLVED, that if in the event Ms. Sciavolino is acting as a Substitute Teacher/Long Term Replacement, her per diem rate within the District shall be increased from \$147.00/day to \$250.00/day, beginning on April 1, 2020 through June 12, 2020; and

BE IT FURTHER RESOLVED, that the utilization of Ms. Sciavolino is in the sole discretion of the Superintendent of Schools; and

BE IT FURTHER RESOLVED that the Business Administrator hereby verifies that there are sufficient funds within the District's local funds to fully fund all payments and that said payments will not adversely affect the financial position of the District.

Roll Call:   Yeas:     Mr. Carnovale, Miss Medina, Ms. Davis, Fr. Leahy  
              Nays:     None  
              Absent:  Jennifer M. Carrillo-Perez  
                          Dr. Chris T. Pernel



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**Resolution #20-397: Approval of Darby Herring, as Consultant for the Adult School Cosmetology Program, 2019-2020, School Year, in an Amount not to Exceed \$4,000.00, Grant Funded.**

WHEREAS, John P. Dolan, Jr., Perkins Grant Administrator, has advised the Superintendent that the Carl D. Perkins Post-Secondary Grant requires and/or encourages the District to utilize various individuals as professional service consultants in the 16 cluster areas of Career and Technical Education. Mr. Dolan has further advised the Superintendent that the highly qualified individual to provide this service to the District for design, implementation, evaluation of students and professional consultation in Adult School Cosmetology is Darby Herring. Mr. Dolan further advised the Superintendent that the fees to be paid to Ms. Herring are reasonable within the industry; and

WHEREAS, Perkins Grant Administrator, John P. Dolan, Jr., has further advised the Superintendent that there are sufficient funds available within the Perkins Post-Secondary Grant and that such use of these funds is in accordance with the terms of the grant application guidelines; now

On the motion of Ms. Davis, seconded by Ms. Medina, BE IT RESOLVED, that upon recommendation of the Superintendent of Schools, the Board hereby authorizes the District to enter into an agreement with Darby Herring, as a consultant for the Adult School Cosmetology Program for the 2019-2020 school year, in an amount not to exceed \$4,000.00 which said payment is to be funded through Grant Funds.

BE IT FURTHER RESOLVED, that as a condition of this Resolution, Darby Herring shall execute an Agreement with the District in accordance with the terms of this Resolution which said Agreement shall be reviewed and approved by Board Counsel. No payments are to be made prior to a fully executed Agreement being entered into.

BE IT FURTHER RESOLVED, that political contribution disclosure forms are not required of Ms. Herring, pursuant to Chapter 271 of the laws of 2005, in that the contract is under the statutory threshold; and

BE IT FURTHER RESOLVED, this contract is being awarded without competitive bidding in that same is exempt pursuant to N.J.S.A. 18A:18A-3; and

BE IT FURTHER RESOLVED that the Board further hereby directs the Board Secretary to publish notice of the award of this Agreement pursuant to N.J.S.A. 18A:18A-5(a) 1 and N.J.A.C. 5:34-9.5(c), if required.

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Roll Call:    Yeas:     Mr. Carnovale, Miss Medina, Ms. Davis, Fr. Leahy  
                  Nays:     None  
                  Absent:  Jennifer M. Carrillo-Perez  
                                  Dr. Chris T. Pernel

**Resolution #20-398: Unused Vacation Days Pay in an Amount Not to Exceed \$6,148.32**

On the motion of Ms. Davis, seconded by Ms. Medina, BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools the Board approves the payment of unused vacation days to Louis Capasso in the amount of \$6,148.32.

BE IT FURTHER RESOLVED that Michael Venezia, Director of Human Resources, has represented to the Board that there are sufficient funds within the District to satisfy all payments due hereunder and that said payments will not adversely affect the District's financial position.

<b>Employee</b>	<b>Resignation Date</b>	<b>Vacation Days Accrued</b>	<b>Daily Pay Rate</b>	<b>Payment Allowed</b>
Louis Capasso	2/28/2020	24	\$256.18	\$6,148.32

Roll Call:    Yeas:     Mr. Carnovale, Miss Medina, Ms. Davis, Fr. Leahy  
                  Nays:     None  
                  Absent:  Jennifer M. Carrillo-Perez  
                                  Dr. Chris T. Pernel

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**Resolution #20-399: Unused Vacation Days Pay in an Amount Not to Exceed \$372.70**

On the motion of Ms. Davis, seconded by Ms. Medina, BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools the Board approves the payment of unused vacation days to Vanessa Rivera in the amount of \$372.70.

BE IT FURTHER RESOLVED that Michael Venezia, Director of Human Resources, has represented to the Board that there are sufficient funds within the District to satisfy all payments due hereunder and that said payments will not adversely affect the District's financial position.

<b>Employee</b>	<b>Resignation Date</b>	<b>Vacation Days Accrued</b>	<b>Daily Pay Rate</b>	<b>Payment Allowed</b>
Vanessa Rivera	03/06/2020	2	\$186.35	\$372.70

Roll Call: Yeas: Mr. Carnovale, Miss Medina, Ms. Davis, Fr. Leahy  
 Nays: None  
 Absent: Jennifer M. Carrillo-Perez  
 Dr. Chris T. Pernel

**Resolution #20-400: Unused Sick Days Pay in an Amount Not to Exceed \$15,000.00 Local Funds**

WHEREAS, the following staff members were previously employed by the District, and whose employment in part provided for payment of unused sick days in an amount not to exceed \$15,000.00. Michael Venezia, Director of Human Resources, has determined that they are entitled to payment for unused sick days of 1:4 of these days at their most current daily per diem rate, not to exceed the sum of \$15,000.00; now

BE IT FURTHER RESOLVED that Michael Venezia, Director of Human Resources, has represented to the Board that there are sufficient funds within the District to satisfy all payments due hereunder and that said payments will not adversely affect the District's financial position.

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Employee	Retirement Date	Sick Days	1:4	Payment
Louis Capasso	2/28/2020	251.5	63	\$15,000.00

Roll Call:    Yeas:     Mr. Carnovale, Miss Medina, Ms. Davis, Fr. Leahy  
                  Nays:     None  
                  Absent:  Jennifer M. Carrillo-Perez  
                                  Dr. Chris T. Pernel

**CURRICULUM**

**CURRICULUM RESOLUTIONS**

**Resolution #20-401: Fire Drill Report, February, 2020**

On the motion of Ms. Carnovale, seconded by Ms. Medina, BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools the Board accepts the Newark Tech Fire Drill Report submitted by principal, Ms. Carmen Morales, for the month of March, 2020.

Roll Call:    Yeas:     Mr. Carnovale, Miss Medina, Ms. Davis, Fr. Leahy  
                  Nays:     None  
                  Absent:  Jennifer M. Carrillo-Perez  
                                  Dr. Chris T. Pernel

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**Resolution #20-402: Authorization for the District to Amend Date or Cancel Event as a Result of the COVID-19 Corona Virus Pandemic**

On the motion of Mr. Carnovale seconded by Ms. Davis, BE IT RESOLVED THAT upon the recommendation of the Superintendent of Schools, the Essex County Schools of Technology Board of Education, “the Board”, hereby authorizes the District to amend any date as set forth in any resolution referenced above or cancel any activity and/or event as a result of the COVI-19 Corona Virus Pandemic; and

Roll Call:      Yeas:      Mr. Carnovale, Miss Medina, Ms. Davis, Fr. Leahy  
                     Nays:      None  
                     Absent:    Jennifer M. Carrillo-Perez  
   Dr. Chris T. Pernel

**OLD BUSINESS**

**NEW BUSINESS**

**PUBLIC COMMENT**

**ANNOUNCEMENTS**

Our next Regular Board Meeting is scheduled to be held in the Board Room, Administrative Offices, LeRoy Smith, Jr. Public Safety Building, 60 Nelson Place, 14<sup>th</sup> floor, Sheila Oliver Conference Center, Newark, New Jersey, at 6:00 p.m., on **Monday, May 11, 2020**.

**ADJOURNMENT**

**Resolution #20-403: Adjournment**

On the motion of Ms. Davis seconded by Ms. Medina, the Board adjourns the meeting at 6:27 p.m.

Roll Call:      Yeas:      Mr. Carnovale, Miss Medina, Ms. Davis, Fr. Leahy  
                     Nays:      None  
                     Absent:    Jennifer M. Carrillo-Perez  
   Dr. Chris T. Pernel