



MEETING MINUTES

Wednesday, July 20, 2022 6:00 P.M.

Midland Elementary & Middle School

1. Meeting was called to order at 6: 00 pm.
2. Pledge of Allegiance
3. ROLL CALL – *Hodge*

X Ms. Maria Corradi
X Mr. Michael Croud
— Mrs. Brittney Golden
X Mr. Jerry Hodge
X Mrs. Brenda Militello
X Mr. Lou Naccarato
X *Mr. Paul Pennington.*

Also present:

Dr. Chester Thompson, CEO

Kyle Daly, Director of Diversity and Recruitment

Terrance Smith, Principal/ Head of School

Kathy Clark, SMGG

Matt Morella, SMGG

Joel Martin, JMA

Nate Fisher, JMA

Mr. Chris Shovlin

4. *Motion to approve the consent agenda, which includes the minutes of the June 15th Reorganization Meeting, the Minutes of the June 15th Regular Meeting, the Agenda for today's meeting, and all committee reports, was made by Maria Corradi, seconded by Paul Pennington, and approved unanimously.*

5. ADMINISTRATION UPDATES:

a. CEO REPORT – *Thompson*

i. MITCS Policies – Dr. Thompson and Kathy Clark presented the following policies to the board, and the board took the following action:

1. Right-to-Know Law Policy. *A motion was made by Maria Corradi to adopt the Right-to-Know Law Policy and to appoint Dr. Thompson as the MITCS Right-to-Know Officer, seconded by Brenda Militello and carried unanimously.*
2. Anti-Bullying Policy (includes Cyberbullying). *A motion was made by Brenda Militello to adopt the Anti-Bullying Policy, seconded by Maria Corradi and carried unanimously.*
3. Management of Records Policy. *A motion was made by Maria Corradi to adopt the Management of Records Policy, seconded by Brenda Militello and carried unanimously.*
4. Records Management Plan. *A motion was made by Maria Corradi to adopt the Plan as presented, seconded by Brenda Militello and carried unanimously.*
5. Title IX Policy. *A motion was made by Paul Pennington to adopt the Title IX Policy and appoint Dr. Thompson as the Title IX officer, seconded by Mike Croud and carried unanimously.*
6. Title IX Complaint Form. *A motion was made by Paul Pennington to adopt the Complaint Form, seconded by Mike Croud and carried unanimously.*
7. Title IX Grievance Procedures. *A motion was made by Paul Pennington to adopt the Grievance Procedures, seconded by Mike Croud and carried unanimously.*
8. Conflict of Interest Policy. *A motion was made by Maria Corradi to adopt the Conflict of Interest Policy, seconded by Brenda Militello and carried unanimously.*
9. Esports Permission Form and Code of Conduct. *The board engaged in a discussion regarding the E-sports curriculum. A motion was made by Jerry Hodge to table the motion to approve the Permission Form and Code of Conduct, seconded by Paul Pennington and carried unanimously.*
10. Allowability of Costs Policy (Federal Programs). *A motion was made by Brenda Militello to adopt the Allowability of Costs Policy, seconded by Maria Corradi and carried unanimously.*
11. Travel Reimbursement Policy (Federal Programs). *A motion was made by Brenda Militello to adopt the Travel Reimbursement Policy, seconded by Jerry Hodge and carried unanimously.*
12. Cash Management Policy (Federal Programs). *A motion was made by Brenda Militello to adopt the Cash Management Policy, seconded by Maria Corradi and carried unanimously.*
13. Title I Parent and Family Engagement Policy. *A motion was made by Maria Corradi to adopt the Title I Parent and Family*

Engagement Policy, seconded by Brenda Militello and carried unanimously.

- ii. Quotes – Dr. Thompson provided the following quotes and contracts to the board, and the board took the following action:
1. Forklift Simulation - \$27,990 for forklift simulator which includes two-year warranty and virtual reality desktop unit. This program will assist students obtain a forklift certification. *Lou Naccarato made a motion to purchase the Forklift Simulation, seconded by Mike Croud and carried unanimously.*
 2. Learnkey - \$1,575 for a thirty-seat license which will allow students to earn credits related to logistics and transportation curriculum. *Paul Pennington made a motion to purchase the Learnkey license, seconded by Maria Corradi and carried unanimously.*
 3. Laerdal Medical Corporation - \$18,026 for nursing simulation/interactive dummy that students will use in the nursing program. *Brenda Militello made a motion to purchase the Laerdal Medical Corporation supplies, seconded by Lou Naccarato and carried unanimously.*
 4. Intrado Interactive Services - \$2,550 for school-wide communication program that is tied to the school's information system so MITCS can communicate seamlessly with parents/guardians. *Maria Corradi made a motion to purchase the Intrado Interactive Services, seconded by Brenda Militello and carried unanimously.*
 5. PrimeroEdge - \$4,785 point-of-sale (POS) system for breakfast and lunch transactions; Capable of verifying income-eligible students through Powerschool. *Jerry Hodge made a motion to purchase PrimeroEdge, seconded by Lou Naccarato and carried unanimously.*
 6. Identisys (Raptor Technology) – full-service identification, security and tracking solutions provider to ensure proper vetting of all guests and visitors to the school. Approximately \$5,000 per year plus an additional charge of \$475.00 beginning year two for the recurring annual service agreement. *Brenda Militello made a motion to purchase the Identisys Raptor Technology, seconded by Paul Pennington and carried unanimously.*
 7. Janitor Supply Credit Application and Agreement – quote for 3M chemical pricing of \$1,255.10 is valid through 12/31/22. *Brenda Militello made a motion to enter into the Agreement with Janitor Supply, seconded by Jerry Hodge and carried unanimously.*
 8. CCI-Dell Monitors - \$7,933.10 for administrative staff monitors and student monitors in math labs. *Jerry Hodge made a motion to purchase the Dell Monitors from CCI, seconded by Brenda Militello and carried unanimously.*
 9. CINTAS Emergency and First Aid Supplies – Initial startup cost of \$3,862.00 which includes a five-shelf first aid cabinet, blood borne pathogen kit, mobile first aid bag, premium bleed control kit, and service agreement. *Maria Corradi made a motion to purchase the*

Emergency and First Aid Supplies from CINTAS, seconded by Mike Croud and carried unanimously.

10. Franklin Interiors - \$181,944.34 which comprises five quotes for building furniture and equipment. *Brenda Militello made a motion to purchase the furniture and equipment from Franklin Interiors, seconded by Maria Corradi and carried unanimously.*
11. Furniture P.E.M. Co. – \$160,029.10 for delivery and installation of classroom furniture. *Brenda Militello made a motion to purchase the furniture from P.E.M. Co., seconded by Maria Corradi and carried unanimously.*
12. Caputo Insurance – Utica Quote – The Board needed to ratify the decision to bind the Utica insurance package recommended by Caputo. *Maria Corradi made a motion to adopt the Utica package, seconded by Mike Croud and carried unanimously.*
13. Midland Borough Police Department – Dr. Thompson presented a letter from the Midland Borough Police Department indicating that the Department will staff a police officer at the school at all times. The board directed SMGG to draft an MOU between the Department and MITCS describing the police coverage.

b. DIVERSITY AND RECRUITMENT REPORT - Daly

- i. Enrollment Update – Mr. Daly reported that MITCS is holding virtual and in-person meetings to attract students and families. There have been 82 applicants of which 62 are enrolled. Mr. Hodge commented that the enrollment sessions have been productive.
- ii. Upcoming events – Mr. Daly reported that several events will be held in the coming weeks with the goal of enrolling 250 students by September 6.

c. PRINCIPAL & HEAD OF SCHOOL- Smith

- i. Teacher hiring updates – Mr. Smith reported that MITCS has extended offers for several positions, including administrative assistant, guidance counselor and teacher. Mr. Smith will present a list of hires to the board at its next meeting.

6. COMMITTEE REPORTS

- a. Executive Committee – *Hodge* – No report.
- b. Finance & Facilities Committee – *Pennington* – Mr. Pennington reported that the building and water treatment system are in excellent condition. Mr. Shovlin indicated that MITCS has received a conditional occupancy permit which will allow MITCS staff to start moving into the building.

- i. Financial Statements and accounts payable items – approval of invoices – JMA reviewed the financial statements and outstanding bills. JMA also presented purchasing procedures that MITCS should adhere to. *A motion was made by Paul Pennington approving the payment of the June expenses and adopting the purchasing procedures presented by JMA, seconded by Maria Corradi and carried unanimously.**
- c. Academic Assessment & Curriculum – No report.
- d. Personnel Committee Report – *Corradi* – No report.
- e. Public Relations & Media Committee Report – *Golden* – No report.
- f. Organizing Committee Report – *Elder & Shovlin* – Mr. Shovlin reported that LPPAC will be presenting MITCS with several MOUS regarding shared use of curriculum, custodial and maintenance staff, human resources, and social media personnel, among other things.
- g. Legal Report – *Clark* – Ms. Clark had nothing further to report.
- d. Ad Hoc Committees:
 - i. Nominating – Corradi* – No report.
 - i. Audit* – No report.

7. OLD BUSINESS:

- a. Kyle Daly's position – *A motion was made by Paul Pennington to change Kyle Daly's title to include Social Studies Teacher, seconded by Lou Naccarato and carried unanimously.*

8. PUBLIC COMMENT – None.

9. GOOD OF THE ORDER – None.

10. NEXT MEETINGS:

August 17th, September 21st, October 19th, November 16th, December 14th *
at MIT, location TBD. (*note change of Dec. mtg date)

11. ADJOURNMENT

MOTION to adjourn was made by Maria Corradi, seconded by Lou Naccarato and carried unanimously.

Meeting was adjourned at 8:38 pm.