

NOTICE OF MEETING

TO ALL BOARD OF EDUCATION MEMBERS

The Organization Meeting of the Board of Education of the Township of Union will be held on Tuesday, April 29, 2008 at 7 p.m. at the Union High School Library, North Third Street, Union, New Jersey 07083

The Organization Meeting of the Board of Education of the Township of Union was held in the Library at Union High School on Tuesday, April 29, 2008 at 7 p.m. pursuant to notice sent to each member.

The meeting was called to order by the Secretary of the Board of Education at 7:00 p.m.

Dr. Jakubowski led the board members and audience in the Pledge of Allegiance.

OATHS OF OFFICE

Mr. Damato swore in Mr. Gary Abraham, Mr. Anthony Manochio and Mr. Francis Perkins as newly elected board members.

Mr. Damato stated that the board members, who have just been administered their oaths of office, are now fully constituted board members of the Township of Union Board of Education. He congratulated Mr. Abraham, Mr. Manochio and Mr. Perkins as being reelected board members.

PRESENT: Mr. Gary Abraham, Mr. Manuel Figueiredo, Mrs. Linda Gaglione, Mr. Steve Helmstetter, Mr. Anthony Manochio, Mr. Francis Perkins, Mr. Steve Ruhl and Mrs. Judy Salazar

ABSENT: Mrs. Versie McNeil

The Secretary read the statement required under the "Open Public Meeting Act," a copy of which is on file in the office of the secretary.

COMMUNICATIONS:

Mr. Damato noted that all communications have been sent to the full board for their consideration and comment on communications can be made during the personnel portion of the agenda.

COMMUNICATIONS:

REQUEST TO CHANGE START DATE OF MATERNITY LEAVE – MANDERICHIO

Stephanie Manderichio, teacher at Central-Five/Jefferson School, submitted a letter dated March 18, 2008, changing date of start of maternity leave from April 18th to April 4th, 2008 and requesting maternity leave for the period April 4, 2008 through June 8th, 2008.

REQUEST FOR MATERNITY AND EXTENDED UNPAID FAMILY LEAVE – SOTO

Helen Soto, Foreign Language teacher at Union High School, submitted a letter dated March 18, 2008, requesting maternity and extended unpaid family leave for the period April 28, 2008 through the end of the 2007-2008 school year.

REQUEST TO CHANGE START DATE OF MATERNITY LEAVE – HRDINA-BROWN

Felecia Hrdina-Brown, teacher at Livingston School, submitted a letter dated March 19, 2008, changing date of start of maternity leave from April 18, to April 4, 2008.

REQUEST FOR MATERNITY AND EXTENDED UNPAID FAMILY LEAVE – TRELA

Justine M. Trela, teacher at Central-Five/Jefferson School, submitted a letter dated March 28, 2008 requesting maternity and extended unpaid family leave for the period April 4th through the end of the 2007-2008 school year.

REQUEST FOR EXTENDED UNPAID FAMILY LEAVE – ROOF

Laurie Roof, teacher at Hannah Caldwell School, submitted a letter dated March 31, 2008, requesting extended unpaid family leave for the period April 10th through the end of the 2007-2008 school year.

REQUEST FOR MATERNITY AND EXTENDED UNPAID FAMILY LEAVE – PAPEO

Gina Papeo, special education teacher at Burnet Middle School, submitted a letter April 1, 2008, requesting maternity leave and unpaid family leave for the period May 1, 2008 through January 31, 2009.

LETTER OF RESIGNATION (RETIREMENT) – MELILLO

Mary Lou Melillo, teacher at Franklin School, submitted a letter of resignation for the purpose of retirement, effective July 1, 2008.

LETTER OF RESIGNATION (RETIREMENT) – LEONOW

Camille Leonow, art teacher at Union High School, submitted a letter of resignation for the purpose of retirement, effective July 1, 2008.

LETTER OF RESIGNATION – JOHNSON

RoseMarie E. Johnson, German teacher at Union High School, submitted a letter of resignation for the purpose of retirement, effective July 1, 2008

COMMUNICATIONS:

REQUEST FOR MATERNITY LEAVE – GECHTMAN

Kristin Gechtman, teacher at Hannah Caldwell School, submitted a request for maternity leave for the period May 24th through the end of the 2007-2008 school year.

SUPERINTENDENT'S REPORT

Dr. Jakubowski gave his Superintendent's Report a copy of which is appended to these minutes. He said that in accordance with the District's commitment to celebrate the Bicentennial of the Township of Union, he introduced Mr. Mark Hoyt, the principal of Washington School, who would outline tonight's presentation by students from his school.

Mr. Hoyt said that he had the privilege of having three fourth grade students from Washington Elementary School, who would be giving a PowerPoint presentation on the history of Washington Elementary School – copy attached and made a part of these minutes. Those students were Olivia Corvelyn, Arturo Ramos and Najee Plunkett. The students' presentation was followed by a slide presentation depicting activities at Washington School.

Dr. Jakubowski distributed individual student resolutions to students who had achieved particular accomplishments during this school year. The first resolution was presented Demetrius Jeter a tenth grader at Union High School who scored 99 on the 2008 American Association of Teachers of German National Testing and Awards Program on the Level III Exam and as a result Demetrius will be an exchange student who will be an exchange student to Germany starting the third week of June representing the district and he will be in Germany for 3-1/2 weeks. Dr. Jakubowski said that when he and Demetrius were speaking during a recent "Chalk Talk" Demetrius had told him that it was because of what Mr. Jeter had told him about when he was stationed in Germany that made him excited about going to Germany. Dr. Jakubowski also congratulated Mr. Jeter for the impact which he had on his son, Demetrius. Mrs. Gaglione presented resolutions to the following students who took the 2008 American Association of Teachers of German National Testing and Awards Program Exam: Daniel Marques, an eleventh grade student who scored 92 on the Level IV Exam; David Oliver, an eleventh grade student who scored 87 on the Level IV Exam; Fabio Oliver, an eleventh grade student who scored 82 on the Level IV Exam; Norbert Reyes, a twelfth grade student who scored 80 on the Level V Exam; Alyssa Kaporch, a tenth grade student who scored 88 on the Level III Exam; Amanda Kardys, a tenth grade student who scored 88 on the Level III Exam; Laurinel Gramatica, a ninth grade student who scored 86 on the Level II Exam and Stephen Pfeiffer, a tenth grade student who scored 84 on the Level III Exam. Mr. Helmstetter presented resolutions to Synthea Reed who was awarded the State Enthusiastic Reader Award for the Central New Jersey Division as well as Tatianna Arrieta, Adrienne Bednarz,

SUPERINTENDENT'S REPORT

Corey Campohermoso, Chika Eweh, Aaron Glenn, Emily Haidel, Claudia Kemp, Chioma Moneme, Biren Tirkey. Dr. Jakubowski said that there are many fantastic students in this district and he congratulated all the students who were given resolutions tonight as well as the students from Washington School who did their presentation this evening.

Dr. Jakubowski introduced Mrs. Sandy Mangarella and the members of the Professional Development Team who were to give a brief summary of the district's Professional Development Plan and the New Teacher Mentoring Plan. Mrs. Mangarella introduced the chairperson of the Professional Development Committee, Mrs. Barbara Lamort. Mrs. Lamort introduced the other professional education members of the committee: Mrs. Kathy Brooks, Ms. Eileen Rosenhaft, Ms. Emily Arnold. She said that there are two appointed administrators: Dr. Anthony Lentine and Mrs. Annie Moses on the committee. Mrs. Lamort said that the four faculty members who are on the committee were elected by their colleagues throughout the district. She said that the local professional development committee would be submitting two significant documents for the board's approval. Mrs. Lamort said that the first was the 2008-2009 District Professional Development Plan which has already been distributed to the board. She said that with the support of Mrs. Mangarella, the district's staff development and mentor coordinator, the committee worked on the plan from September through November. Mrs. Lamort said that Dr. Centuolo, the Union County Superintendent of Schools, has already approved the Professional Development Plan. She said that some highlights of the plan include building-based professional development in each school in the district which will be required by the Administrative Code as of September 1st. Mrs. Lamort said that there will be a faculty member will serve as the Professional Development Chairperson in each school and there will be a continuation of afterschool Professional Development courses, the recruitment of in-house presenters to take advantage of talented personnel within the district and also as a cost saving measure, management of staff development on the district portal known as the P.O.P., including the course catalogue, registration, evaluation of the courses and certificates to participants. She said that there will be two staff development courses offered during the summer: "Data Bases" by Mrs. Doris D'Elia, the media specialist at Union High School and "Understanding Dyslexia" by Mrs. Sandra Mangarella. Mrs. Lamort said that an on-line staff development course program will be created and at least two representatives from the committee will be attending the National Staff Development Council's Annual Conference in Washington, D.C. in December. She said that the committee believes that one reason the district's plan was exemplary compared to those of other districts is that the committee members and the coordinator have benefited from training provided by the New Jersey and the National Staff Development Councils. Mrs. Lamort said that the committee strongly urged the board to seriously consider the last recommendation so that the district can remain on the cutting

SUPERINTENDENT'S REPORT

edge of staff development whose goal first and foremost is increasing student achievement. She said that the second document that was being presented to the board was the 2008-2011 District Mentoring and Induction Plan. Mrs. Lamort said that some highlights of the plan were the goal of retaining highly competent new teachers in the district, providing ninety hours of mentoring for alternate route teachers in the first twenty to thirty days of their service, allotting time for this to be accomplished by the staff development and mentor coordinator, requirements for mentors and novice teachers to complete all paperwork and to obtain 80% of after school meetings, the district's three day in-house training and the Board of Education's submission of the plan to the County Superintendent of Schools by June 15th. Mr. Manochio said he wanted to clarify that the Staff Development Plan was for the next school year. Mrs. Mangarella said that it was. Mr. Manochio said that when he read through the plan, he noticed that some of the school development plans indicate that the goals will be met by June of 2008. Mrs. Lamort said that those goals were submitted to the committee by the principals of each building, they must be included in the plan, this is how it has been done from year to year and the County Superintendent understands the procedure. She said that the test scores from the previous year were not available when those goals were written. Mr. Manochio said that he understood that the County Superintendent had approved the plan but if the district wants to improve for the next school year and the committee was looking for results in June '08, he could not understand that piece. Mrs. Mangarella said that unfortunately, the plan was due in December and the committee must plan a year ahead when the district does not have the results of the scores from the year before. She said that she was hoping because of the State's new requirements of Professional Development Committees and now that each building has its own professional development chair that she can work more closely with the schools on data-driven things. Mrs. Mangarella said it was very hard when the plan is due in December and it is supposed to cover the following school year. Mr. Manochio said he had no problem with the data but the June '08 date was throwing him off. He said he would assume that the results be targeted for June '09 to see if the plan is working. Mrs. Lamort asked Dr. Jakubowski if he would be able to explain it better. Dr. Jakubowski said that he **discussed this with** Mr. Manochio before the meeting **but further information could be discussed with Ms. Mangarella at the Board meeting.** He said that something due for June of 2008 is really based upon last year's results but it must be in the plan to show that the district is still moving forward and if it is a little delayed, the district must signify that the district wants to see the 2008 results. Dr. Jakubowski said that Dr. Centuolo definitely understands and Union is not the only school district that is in this situation. He said that the district needs to show the 2008 results. Mrs. Lamort said that when she was reading the plan from last year she noticed the same thing and Mrs. Lombardi explained it very clearly then. Mr. Manochio asked what happens if the district

SUPERINTENDENT'S REPORT

does not reach its goal. Mrs. Lamort said that the district starts from a baseline and the district is always looking for progress. Mrs. Mangarella said that the building principals set the goals and now that there is a professional development committees in each building, goals will be able to be set building wide and it will not be the goal of the principal. Dr. Jakubowski said that the County Superintendent did comment to him that the plan was "exemplary". He said that the Professional Development Committee meets at 7 a.m. prior to the start of the school day and the members do attend many outside conferences. Dr. Jakubowski said that the Committee does an unbelievable job. Mr. Perkins said that the material attached to the Professional Development Plan is dated March 2007 and shows plans for June of 2007 and it appears that all of the events listed have already occurred. He asked why this material was attached and did this material represent what the next year will look like and if it is, what will next year really look like. Mrs. Lamort said that was what the teams in each building were working on and that is why the State is asking each school to have its own professional development committee to tailor the plans for each individual school staff. Mr. Perkins said that attached to the Professional Development Plan there is a flyer which says "Profession learning focused on your choices" and it is dated March 2007 and it shows April 23rd and April 30th – Guided Reading/Color My World/Learning Centers presented by Elaina Faulks, Joan Pikula and Linda Hrvencak. He asked if this was presented in April of 2007 and what was the purpose for it to be attached to the 2008-2009 plan as the district is looking forward. Dr. Jakubowski said that the purpose of it being attached is as the County Superintendent looks at the plan, she also looks at what has been accomplished and what the district has been doing. He said that the County Superintendent wants justification as to what has occurred and how it will integrate with the district's ongoing plan. Dr. Jakubowski said that there are three building-based workshop days built into the school calendar each year and principals along with teachers in each building must establish a program. He said that the plan was approved by the County Superintendent and it was communicated to him that the plan was exemplary. Dr. Jakubowski said that he would reach out to Mrs. Lombardi and ask if she has a better explanation and why the dates are the way they are. Mr. Perkins said that he felt the document which he received was an "historical" document and not a plan which should be a forward looking document that talks about what will be done in the future. He said that if it was indicated that notices in the future "would look similar to the one in the plan" that would be fine. Mr. Perkins said he would like to know what the subjects of the in-service courses would be and how could he know as a board member what the committee is planning to do in the coming year. Mrs. Mangarella said that the preparation of this plan will be a lot better now that the individual school committees have been established. She said that previous plans did not have any of this information in it. Mrs. Mangarella said that the committee provides monthly a "teaching and learning" bulletin to all teachers. Dr. Jakubowski said that each year the district must establish "school district goals". He said that the plan is based upon each school's

SUPERINTENDENT'S REPORT

individual goals. Dr. Jakubowski stated that goals cannot be set for 2009 until the results of testing is received by the district and that testing took place in the spring of 2008. He said that in past years he and Mrs. Lombardi would meet with the County Superintendent at the end of August. Dr. Jakubowski said that in the fall the building principals meet with their teachers in order to set goals and the goals that are put into the plan are the goals that results from the testing scores of HSPA, NJASK 3,4,5,6,7 and 8. He said that the goals that are listed in the beginning of the plan which was distributed to the board tonight must have a 2008 year because the testing scores from this year have not yet been received. Dr. Jakubowski said that today was the first day of testing for the sixth, seventh and eighth grade NJASK tests. He said that these scores will probably not be returned to the district until October or November. Dr. Jakubowski said that the district needed to establish a plan for the following year and that plan must be based on whatever goals are currently in existence. Mr. Manochio said he understood that the district is going on the results of the previous year. Mr. Perkins said he was not questioning the particular goals but he wanted to know why the board was presented with material which is historic and if the answer is that this is the basis for planning, but he wanted to know what the plan for the presentations would be. Mrs. Lamort said that some documents were inserted in the plan as "appendix" items which are samples of what has been done. Mr. Perkins asked Dr. Jakubowski who said that material is presented to the district staff throughout the course of the year and he requested that board members also be provided with copies of this material as it is distributed so that professional development can be monitored by the board. Dr. Jakubowski said that he would make sure that the materials are given to the board. Mrs. Mangarella asked the board if they had any questions with regard to the mentoring plan. Dr. Jakubowski said that he would anticipate that at it would be discussed at the May Education Committee meeting. Mrs. Lamort wanted to remind the board that this plan must be forwarded to the County Superintendent by June 15th.

COMMENTS FROM THE PUBLIC ON THE PROPOSED RESOLUTIONS ON THE AGENDA

None

ORGANIZATION

President

Mr. Damato called for nominations for the Office of President.

It was moved by Mr. Helmstetter, seconded by Mr. Abraham that Mrs. Linda Gaglione be nominated for the Office of President

Mr. Damato called for other nominations for the Office of President.

ORGANIZATION

THERE WERE NO FURTHER NOMINATIONS FOR THE OFFICE OF PRESIDENT

AYE: Mr. Abraham, Mr. Figueiredo, Mrs. Gaglione, Mr. Helmstetter, Mr. Manochio, Mr. Perkins, Mr. Ruhl and Mrs. Salazar
NAY: None
ABSTAIN: None MOTION WAS CARRIED

Mrs. Gaglione assumed the chair as President.

Mrs. Gaglione thanked the board. She said that she had been around for a long time. Mrs. Gaglione thanked Dr. Jakubowski, all of the other administrators that she has worked with in the past as well as all of the teachers and students in the district. She said that she believed it took everyone to make the "world go around". Mrs. Gaglione said that she believed the district had a very strong board and she was very proud to be named the President of the Board. She said that there was a big mix of backgrounds on the Board and she felt that this was what helped to make this Board a unique Board. Mrs. Gaglione said that she did have goals as President. She said that she has worked with Ms. Dunn and her staff with regard to fiscal matters and keeping the "numbers" down and to control the spending within the district. Mrs. Gaglione said that it was very important for individuals to continue to get educated throughout their lives and she was very interested in the educational goals of the district. She felt that it was very important for not only the principals and the teachers but also the students and the board to set goals because she felt that if goals are set you can attempt to achieve them. Mrs. Gaglione said that safety and security has always been one of her issues. She said that recently some information has come to light regarding security issues at Union High School. Mrs. Gaglione said that she wanted to let the community know that there were five members of the board who had children who are attending the high school at this time and she wanted to assure everyone that safety and security was a concern for everyone to make sure that all of the students and staff are always safe. She invited the public to contact her if there was ever a concern with regard to safety and security. Mrs. Gaglione thanked everyone who has helped her get to this point.

Vice President

Mrs. Gaglione called for nominations for the Office of Vice President

It was moved by Mr. Perkins, seconded by Mrs. Manochio that Mrs. McNeil be nominated for the Office of Vice President

Mrs. Gaglione asked if there were any further nominations for the Office of Vice President.

ORGANIZATION

THERE WERE NO FURTHER NOMINATIONS FOR THE OFFICE OF VICE PRESIDENT

AYE: Mr. Abraham, Mr. Figueiredo, Mr. Helmstetter, Mr. Manochio, Mr. Perkins, Mr. Ruhl, Mrs. Salazar and Mrs. Gaglione
 NAY: None
 ABSTAIN: None MOTION WAS CARRIED

ADOPT SCHEDULE OF COMMITTEE MEETINGS, WORKSESSIONS AND REGULAR MEETINGS

Moved by Mrs. Gaglione, seconded by Mr. Manochio that the schedule of committee meetings, work sessions and regular meetings be adopted in accordance with the schedule appended to these minutes; and be it further moved that copies be posted in the Administration Building and with the Township Clerk and that copies be sent to the Star Ledger and the Union Leader for publication.

AYE: Mr. Abraham, Mr. Figueiredo, Mr. Helmstetter, Mr. Manochio, Mr. Perkins, Mr. Ruhl, Mrs. Salazar and Mrs. Gaglione
 NAY: None
 ABSTAIN: None MOTION WAS CARRIED

READOPT TOWNSHIP OF UNION BOARD OF EDUCATION POLICY MANUAL

Moved by Mrs. Gaglione, seconded by Mr. Helmstetter that the Policy Manual of the Union Township Board of Education presently in effect be hereby readopted.

AYE: Mr. Abraham, Mr. Figueiredo, Mr. Helmstetter, Mr. Manochio, Mr. Perkins, Mr. Ruhl, Mrs. Salazar and Mrs. Gaglione
 NAY: None
 ABSTAIN: None MOTION WAS CARRIED

ORGANIZATION

ADOPT FORMAL RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS – UNION LEADER AND NEWARK STAR LEDGER

Moved by Mrs. Gaglione, seconded by Mr. Abraham that the Board adopt the formal resolution in the hands of each board member designating the Union Leader and the Newark Star Ledger as newspapers to receive notice of meetings and fixing charges for notices of public meetings in the amount of \$35.00 for the 2008-2009 school year.

AYE: Mr. Abraham, Mr. Figueiredo, Mr. Helmstetter, Mr. Manochio, Mr. Perkins, Mr. Ruhl, Mrs. Salazar and Mrs. Gaglione
 NAY: None
 ABSTAIN: None MOTION WAS CARRIED

ADOPT FORMAL RESOLUTION DESIGNATING INTERNET WEBSITE FOR OFFICIAL NOTIFICATION

Moved by Mrs. Gaglione, seconded by Mrs. Salazar that the board adopt formal resolution designating Township of Union Board of Education's internet web site (www.twpunionschools.org) for official notification of Requests for Proposal (RFPs) pursuant to the New Jersey local unit pay-to-play law in accordance with the information appended to these minutes.

AYE: Mr. Abraham, Mr. Figueiredo, Mr. Helmstetter, Mr. Manochio, Mr. Perkins, Mr. Ruhl, Mrs. Salazar and Mrs. Gaglione
 NAY: None
 ABSTAIN: None MOTION WAS CARRIED

READOPT K-12 SUBJECT AREA CURRICULUM GUIDES AND TEXTBOOKS

Moved by Mrs. Gaglione, seconded by Mrs. Figueiredo that the Board readopt the K-12 subject area curriculum guides and textbook presently in effect.

AYE: Mr. Abraham, Mr. Figueiredo, Mr. Helmstetter, Mr. Manochio, Mr. Perkins, Mr. Ruhl, Mrs. Salazar and Mrs. Gaglione
 NAY: None
 ABSTAIN: None MOTION WAS CARRIED

ORGANIZATION

APPROVE FIVE-YEAR CURRICULUM AND SERVICES REVIEW CYCLE

Moved by Mrs. Gaglione, seconded by Mr. Perkins that the Board approve Five-Year Curriculum and Services Review Cycle in accordance with the information appended to these minutes.

AYE: Mr. Abraham, Mr. Figueiredo, Mr. Helmstetter, Mr. Manochio, Mr. Perkins, Mr. Ruhl, Mrs. Salazar and Mrs. Gaglione

NAY: None

ABSTAIN: None MOTION WAS CARRIED

APPROVE PROFESSIONAL DEVELOPMENT PLAN FOR 2008-2009 SCHOOL YEAR

Moved by Mrs. Gaglione, seconded by Mr. Abraham that the Professional Development Plan for the 2008-2009 school year be approved in accordance with the information appended to these minutes.

AYE: Mr. Abraham, Mr. Figueiredo, Mr. Helmstetter, Mr. Manochio, Mr. Perkins, Mr. Ruhl, Mrs. Salazar and Mrs. Gaglione

NAY: None

ABSTAIN: None MOTION WAS CARRIED

EDUCATION/STUDENT DISCIPLINE RESOLUTIONS

Moved by Mr. Figueiredo, seconded by Mr. Manochio that the following resolutions be adopted

E-1. AMEND 2007-2008 LIST OF STUDENTS REMOVED FROM THE ROLLS

That approval be given to amend the list of students removed from the rolls [three (3) students exited from March 1st through March 31st, 2008; a total of fifty-four (54) students have been removed from the rolls for the 2007-2008 school year] who are not domiciled in this school district, and three (3) students permitted to complete the 2007-2008 school year in accordance with the information appended to the non public portion of these minutes.

E-2. AMEND 2007-2008 OUT OF DISTRICT ATYPICAL STUDENT PLACEMENT LIST

That approval be given to amend the 2007-2008 Out-of-District Atypical Student Placement and Exits, and Home Instructors in accordance with the information appended to the non public portion of these minutes.

E-3. APPROVE STUDENT RESOLUTIONS

That the board approve student resolutions in accordance with the information appended to these minutes.

EDUCATION/STUDENT DISCIPLINE RESOLUTIONS

E-4. APPROVE 2008-2009 TRANSPORTATION CONTRACT FOR SPECIAL EDUCATION AND VOCATIONAL STUDENTS – ESSEX REGIONAL EDUCATIONAL SERVICES COMMISSION

That the board approve 2008-2009 transportation contract for special education and vocational students with Essex Regional Educational Services Commission in accordance with the information appended to these minutes.

E-5. APPROVE 2008-2009 AGREEMENT FOR PROFESSIONAL SERVICES – UNION COUNTY EDUCATIONAL SERVICES COMMISSION

That the board approve 2008-2009 Agreements for Professional Services with the Union County Educational Services Commission in accordance with the information in the hands of each board member.

DISCUSSION

Mr. Perkins said for purposes of the record and clarification at home, resolution E-3 deals with the resolutions that were presented to individual students earlier in the evening.

AYE:	Mr. Abraham, Mr. Figueiredo, Mr. Helmstetter, Mr. Manochio, Mr. Perkins, Mr. Ruhl, Mrs. Salazar and Mrs. Gaglione	
NAY:	None	
ABSTAIN:	None	MOTION WAS CARRIED

FISCAL AND PLANNING RESOLUTIONS

Moved by Mr. Helmstetter, seconded by Mr. Ruhl that the following resolutions be adopted:

F-1. PRELIMINARY REPORT OF ANNUAL SCHOOL ELECTION

Preliminary report of the annual school election held on April 15, 2008 as follows:

	<u>YES</u>	<u>NO</u>
Public Question No. 1 –General Fund	1011	624

Three Year Term

Francis R. Perkins	1066 votes
Anthony Manochio	1134 votes
Gary Abraham	1081 votes

FISCAL AND PLANNING RESOLUTIONS

Write-Ins – Three Year Term

Khatanna Summerlin	1 vote	Figveredo	1 vote
G. Restivo	1 vote	Roxanne Ciampi	2 votes
Nawaz Sheikh	1 vote	Frank Ciampi	1 vote
M. Magliacano	1 vote	Barry Loessel	1 vote
Dominick Fagnoli	2 votes	Geri Durso	1 vote
John Doe	1 vote	Jane Doe	1 vote
William Friberger	1 vote	Matt Ciampi	1 vote
Fran Metta	1 vote	Bertha Matthews	1 vote
Martin Geiger	1 vote	Spongebob	1 vote
Rosa Koerner	1 vote	Eileen Birch	1 vote
Dan Frye	1 vote	Judy Amorosa	1 vote
Rita Reich	1 vote	Karen Loessel	1 vote
Anita Erickson	2 votes	John Murphy	1 vote
Joe Golden	1 vote	Preton	1 vote
Tino Donnarumma	1 vote	Joe Blow	1 vote
Douglas Pinkowski	1 vote	Mickey Mouse	1 vote
Bernadette Watson	2 votes	Linda Chishum	1 vote
Stephen E. Kozlovich	1 vote	B	1 vote
Cynthia Swajkowski	1 vote	Joe Cryan	1 vote
Christina Moxley	2 votes	Carol Segal	1 vote
Katherine Decker	1 vote	Dee Tevnan	1 vote
Anyboy	1 vote	Angela Schottler	1 vote

F-2. ACCEPT TREASURER'S REPORT

That the Treasurer's Report dated March 31, 2008 be accepted.

F-3. ACCEPT SECRETARY'S REPORT

that the Secretary's Report dated March 31, 2008 be accepted.

FISCAL AND PLANNING RESOLUTIONS

F-4. CERTIFY TREASURER’S AND SECRETARY’S REPORTS

Pursuant to *N.J.A.C. 6A:23-2.11(a)*, I certify that as of March 31, 2008 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education pursuant to *N.J.S.A. 18A:22-8 and 18:22-8.1*.

James J. Damato, Board Secretary

Dated

Pursuant to *N.J.A.C. 6A:23-2.2(h)*, we certify that as of March 31, 2008 after review of the secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials that to the best of our knowledge no major account or fund has been over-expended in violation of *N.J.A.C. 6A:23-2.2(d)3* and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year. This certification is solely based on the information provided by the School Business Administrator and Board Secretary and is assumed by the board to be correct.

F-5. APPROVE LINE ITEM TRANSFERS

That the Board approve line item transfers in accordance with the copy appended to these minutes.

F-6. CONCUR WITH INVESTMENTS

That the Board concur with the investments made by the Business Administrator as follows:

Mature Date	Purchase Date	Number of Days	Amount	Invest. Held by	Home A/C Account	Interest Rate	Estimated Income
4/29/08	3/18/08	42	900,000	Investors	UCNB Café	3.01%	3,160.50
4/29/08	3/18/08	42	900,000	Investors	UCNB CAP Res	3.01%	3,160.50
4/29/08	3/18/08	42	21,000,000	Investors	UCNB OP AC	3.01%	73,745.00
4/29/08	3/18/08	42	2,500,000	Investors	UCNB Jan03 Bond	3.01%	8,779.17
4/29/08	3/18/08	42	1,000,000	Investors	Unity BankSUI	3.01%	3,511.67
4/29/08	3/18/08	42	17,500,000	Investors	UCNB EBS CAST	3.01%	61,454.17

F-7. APPROVE PURCHASE ORDERS NOT EXCEEDING \$29,000 IN AGGREGATE WITHOUT ADVERTISING FOR FORMAL BIDS

That the Board authorize the School Business Administrator or the Board Secretary to approve purchase orders not exceeding \$29,000 in the aggregate, without advertising for formal bids and without prior approval of the Board. The Board requires a minimum of two (2) competitive quotations in such cases and payment to the applicable vendor shall be approved on the bills and claims list. All contracts that are in the aggregate less than fifteen percent (15%) of the bid threshold may be awarded without soliciting competitive quotations, all in accordance with *N.J.S.A. 18A:18A-37*.

FISCAL AND PLANNING RESOLUTIONS

F-8. APPROVE ATTACHED LIST OF CONTRACTS AND/OR PURCHASE ORDERS PURSUANT TO THE REQUIREMENTS OF *N.J.S.A. 18A:18A-5* and *18A:18A-10(a)*

That the Board approve the attached list of contracts and/or purchase orders pursuant to the requirements of *N.J.S.A. 18A:18A-5* and *18A:18A-10(a)* and in accordance with the information appended to these minutes.

F-9. APPROVE ATTACHED LIST OF CONTRACTS AND/OR PURCHASES PURSUANT TO THE REQUIREMENTS OF *N.J.S.A. 18A:18A-5(21)*

That the board approve attached list of contracts and/or purchases pursuant to the requirements of *N.J.S.A. 18A:18A-5(21)* in accordance with the information appended to these minutes: (a) 3-J Fundraising - \$3,201.24 – Student Council fundraiser – Kawameeh Middle School; (b) David Garaban - \$2,789.00 – Shirts for boys' basketball teams – Union High School Athletic Department; (c) C&R Graphics - \$1,250.00 – Play programs "*Once Upon a Musical*" – Kawameeh Middle School

F-10. APPROVE DISTRICTWIDE TRAVEL AND RELATED EXPENSES PURSUANT TO THE REQUIREMENTS OF *N.J.A.C. 6A:23B* and Board Policy File Codes 4133, 4440 and 9250

That the Board approve districtwide travel and related expenses pursuant to the requirements of *N.J.A.C. 6A:23B* and Board Policy File Codes 4133, 4440 and 9250 and in accordance with the information appended to these minutes.

F-11. APPROVE 2008-2009 TAX LEVY PAYMENT SCHEDULE

That the Board approve Payment Schedule for the 2008-2009 Tax Levy in accordance with the information appended to these minutes.

F-12. APPROVE RESOLUTION AUTHORIZING REAPPROVAL TO ISSUE REFUNDING SCHOOLS BONDS

That the Board approve formal resolution authorizing an application to the Local Finance board pursuant to *N.J.S.A. 18A:24-61 through 62* for re-approval to issue refunding school bonds to refund a portion of its outstanding 2003 school bonds in accordance with the information appended to these minutes.

DISCUSSION:

None

AYE: Mr. Abraham, Mr. Figueiredo, Mr. Helmstetter, Mr. Manochio, Mr. Perkins, Mr. Ruhl, Mrs. Salazar and Mrs. Gaglione

NAY: None

ABSTAIN: None

MOTION WAS CARRIED

OPERATIONS RESOLUTIONS

Moved by Mr. Ruhl, seconded by Mrs. Salazar that the following resolutions be adopted:

O-1. APPROVE ADVERTISEMENT FOR DISPOSAL

That the board approve advertisement for disposal of the following equipment which is deemed no longer serviceable: (a) Satellite Control Rack – Career Education Department at Union High School; (b) Equipment Rack – Career Education Department at Union High School; (c) Boxes of Satellite System Videos – Career Education Department at Union High School; (d) Car-Mate Trailer – 6.4 x 11.6 deck with single axle – Maintenance Department. If equipment is not sold, it will be disposed of as scrap.

O-2. APPROVE INCREASE IN PURCHASE ORDER #08-00606 – COOPER ELECTRIC

That the board approve increase purchase order #08-00606 for electrical bid to Cooper Electric from \$9,846.26 to \$10,146.26 or \$300.00 in accordance with the information appended to these minutes.

O-3. APPROVE CHANGE ORDER – OFFICE SOLUTIONS, INC.

That the board approve change order from Office Solutions, Inc., 217 Mount Horeb Road, Warren, New Jersey 07059 in the amount of \$7,208.80 in connection with the installation of new telephone system in accordance with the information appended to these minutes.

DISCUSSION:

None

AYE: Mr. Abraham, Mr. Figueiredo, Mr. Helmstetter, Mr. Manochio, Mr. Perkins, Mr. Ruhl, Mrs. Salazar and Mrs. Gaglione

NAY: None

ABSTAIN: None

MOTION WAS CARRIED

PERSONNEL RESOLUTIONS

Moved by Mr. Manochio, seconded by Mr. Abraham, that the following resolutions be adopted:

P-1. APPROVE PERSONNEL ACTIONS

That Personnel Actions be approved in accordance with the information appended to these minutes.

PERSONNEL RESOLUTIONS

P-2 AMEND SUBSTITUTE LISTS

That the Board amend Substitute/Home Instruction List; Substitute Custodians, Substitute Cafeteria/Playground Aides, Teacher Assistants and Secretaries for the 2007-2008 school year in accordance with the information appended to these minutes.

P-3. ACCEPT LETTERS OF RESIGNATION

That the board accept letters of resignation from the following staff: (a) Irene Bobrowicz, Cafeteria/Playground Aid at Battle Hill School, effective March 31, 2008; (b) Mary Lou Melillo, teacher at Franklin School, effective July 1, 2008 (retirement); (c) Camille Leonow, art teacher at Union High School, effective July 1, 2008 (retirement); (d) RoseMarie E. Johnson, German teacher at Union High School, effective July 1, 2008.

P-4. APPROVE MATERNITY LEAVE

That the board approve maternity leave for the following staff: (a) Stephanie Manderichio, teacher at Central-Five/Jefferson School for the period April 4th through June 8th, 2008; (b) Kristin Gechtman, teacher at Hannah Caldwell School for the period May 24th through the end of the 2007-2008 school year.

P-5. APPROVE MATERNITY AND UNPAID EXTENDED FAMIL LEAVE

That the board approve maternity and unpaid extended family leave for the following staff: (a) Helen Soto, foreign language teacher at Union High School for the period April 28, 2008 through the end of the 2007-2008 school year; (b) Justine M. Trela, teacher at Central-Five/Jefferson School for the period April 4, 2008 through the end of the 2007-2008 school year; (c) Laurie Roof, teacher at Hannah Caldwell School, for the period April 10th through the end of the 2007-2008 school year; (d) Gina Papeo, special education teacher at Burnet Middle School, for the period May 1, 2008 through January 31, 2009.

P-6. APPROVE CHANGE IN MATERNITY LEAVE START DATED – HRDINA-BROWN

That the board approve change in starting date of maternity leave for Felecia Hrdina-Brown, teacher at Livingston School from April 18th to April 4th, 2008.

P-7. APPROVE PAYMENT TO STAFF

That the board approve payment to staff who were security monitors at the various performances of "*The Wiz*" at Union High School on April 4, 5, 6, 10, 11, 12 and 13, 2008, in accordance with the information in the hands of each board member: (a) Helene Lateiner – 35 hours at \$20.33 per hour; not to exceed \$711.55; (b) Luci Giacolone – 25 hours at \$20.33 per hour; not to exceed \$508.25; (c) Elizabeth Rizzolo – 30 hours at \$20.33 per hour; not to exceed \$609.90; (d) Pat Krebs – 15 hours at \$20.33 per hour; not to exceed \$304.95; (e) Lynn Baker – 20 hours at \$20.33 per hour; not to exceed \$406.60; (f) John Petrozzino – 10 hours at \$20.33 per hour; not to exceed \$203.30.

PERSONNEL RESOLUTIONS

P-8. APPROVE COMPLETION OF ONE-YEAR MENTOR-DIRECTED PROGRAM – FRENCH

That the board approve Kathleen French, Director of Special Services, to complete a one-year mentor-directed residency program to obtain a standard school administrator license. Dates of residency will be established by the New Jersey Department of Education. Her NJASA approved mentor will be Dr. Theodore Kozlik, Assistant Superintendent for Pupil Services in the Westfield School District.

P-9. APPROVE LDT-C TO PROVIDE LEARNING EVALUATIONS – D'ALTRUI

That the board approve Cheryl K. D'Altrui, LDT-C to provide ten (10) learning evaluations at \$400 per evaluation not to exceed \$4,000 for the period May 1st through June 30th, 2008.

P-10. APPROVE INCREASE TO PURCHASE ORDER #08-01888

That the board approve increase to P.O.#08-01888 to Brad Kubis from \$9,000 to "not to exceed \$14,000 due to an increase of services provided by Mr. Kubis in accordance with the information appended to these minutes.

P-11. APPROVE CERTIFIED NEUROLOGIST TO PROVIDE NEUROLOGICAL EVALUATIONS- GROSSMAN

That the board approve Dr. Elliott Grossman, certified Neurologist, to provide neurological evaluations at a rate of \$300 per evaluation for the period April 30th through June 30th, 2008 at an amount not to exceed \$3,600.

P-12. APPROVE STAFF TO CONDUCT DISTRICT'S POST SCHOOL OUTCOME STUDY AS REQUIRED BY NEW JERSEY STATE PERFORMANCE PLAN

That the board approve Sarah McCulloh, Peter Klein and Joseph Seugling to conduct the district's post school outcomes study as required by the New Jersey State Performance Plan. This study will be conducted after school hour or on Saturday. Each of the three staff members will be paid \$35 per hour up to 25 hours, not to exceed \$875 for the period May 5th to June 20th, 2008.

DISCUSSION:

Mr. Manochio asked about the payment for security monitors at the high school for the recent performances of "The Wiz". He wanted to know if these individuals were paid from the proceeds of the play or from school funds. Dr. Jakubowski said that these individuals are paid at a rate set in the teachers' contract and some of the individuals were ticket takers, etc. He said that they are not paid from the proceeds of the play but from a high school account. Mr. Manochio asked Dr. Jakubowski to elaborate on the mentoring program which Ms. French was involved in. Dr. Jakubowski said that the Director of Special Services is a certification which includes a Chief School Administrator certification if the individual goes through a mentoring program. He said in many school districts, because Special Education is becoming such a big area, it is believed that down the road

PERSONNEL COMMITTEE
DISCUSSION

the title may be changed from Director to Assistant Superintendent in charge of Special Services. Dr. Jakubowski said that he wanted Ms. French to complete the mentoring program at this time. Mr. Manochio asked if the outcome study referred to in resolution P-12 would be done afterschool. Dr. Jakubowski said that it will be either afterschool or on a Saturday and this is a part of IDEA which is mandated by the State.

Mr. Perkins asked if the consultants which the district is engaging were employees. Dr. Jakubowski said that they were not employees. Mr. Perkins asked what the process was to select these consultants. Dr. Jakubowski said that there is a "pool" of consultants that the district can choose from. He said that Ms. French reaches out to individuals and do a brief interview and she is very comfortable with the individuals that she chooses. Dr. Jakubowski said that the district also makes sure that the individuals are fingerprinted.

AYE: Mr. Abraham, Mr. Figueiredo, Mr. Helmstetter, Mr. Manochio, Mr. Perkins, Mr. Ruhl, Mrs. Salazar and Mrs. Gaglione
NAY: None
ABSTAIN: None MOTION WAS CARRIED

APPROVAL OF MINUTES:

Moved by Mr. Abraham, seconded by Mr. Ruhl that the minutes of the worksession of March 11, 2008 be adopted:

AYE: Mr. Abraham, Mr. Figueiredo, Mr. Manochio, Mr. Perkins, Mr. Ruhl, Mrs. Salazar and Mrs. Gaglione
NAY: None
ABSTAIN: Mr. Helmstetter MOTION WAS CARRIED

Moved by Mr. Abraham, seconded by Mr. Ruhl that the minutes of the regular meeting of March 18, 2008 and the Public Budget Hearing of March 25, 2008 be adopted:

AYE: Mr. Abraham, Mr. Figueiredo, Mr. Helmstetter, Mr. Manochio, Mr. Perkins, Mr. Ruhl, Mrs. Salazar and Mrs. Gaglione
NAY: None
ABSTAIN: None MOTION WAS CARRIED

APPROVAL OF BILLS

Moved by Mr. Helmstetter, seconded by Mrs. Salazar that the Board concur with the bills listed in the permanent bound register appended to these minutes and be ordered for payment.

AYE:	Mr. Abraham, Mr. Figueiredo, Mr. Helmstetter, Mr. Manochio, Mr. Perkins, Mr. Ruhl, Mrs. Salazar and Mrs. Gaglione	
NAY:	None	
ABSTAIN:	None	MOTION WAS CARRIED

OLD BUSINESS

Dr. Jakubowski said that the district is moving forward with some of the job postings which include Elementary Specialist for Math and Science and Supervisor of Language Arts/Social Studies. He said that Mr. Tatum is presently interviewing individuals for Supervisor position. Dr. Jakubowski said that the district has also posted for Reading Specialists (Reading Coaches) for the Elementary Schools. He said that it was the plan for next year to have three Reading Coaches and their efforts would be geared toward Kindergarten, first grade and second grade students. Dr. Jakubowski said that with a new Supervisor for Language Arts/Social Studies K-8 the district will take a hard look at its reading curriculum. He said right now the district has Open Court through grade one and then the students move onto Scott Foresman. Dr. Jakubowski said that he looking to have continuity starting in Kindergarten through grade 5. He said that at the May worksession he would like to discuss and create job descriptions for Director of Curriculum K-5 and Director of Curriculum 6-12 and post for those positions. Dr. Jakubowski said that the district is becoming very large and right now, there is only one person in charge of testing for Kindergarten through eighth grade. He said with next year's dates for testing it will be almost impossible because the tests will be taking place at the same time. Dr. Jakubowski said that he has asked the building principals to reach out to any staff members who are on maternity to find out whether they will be returning in September so that all positions can be filled before the new year begins. He said there will be many things going on at the worksession in May. Dr. Jakubowski said that the interviewing will be completed for one set of positions but he will not be recommending names until after he sees who will be applying for the Director positions. He said that a third supervisor for special education will be needed and the IT department will also be expanded. Dr. Jakubowski said that all of the positions that were discussed in February, the district is now ready to move forward with. He said that the new funding formula has regulations with it that he is currently reviewing and evaluating. Dr. Jakubowski said that they talk about maximum class sizes, depending on what the at risk student population is. He said until the district receives the results of testing, the district does not know where it falls with regard to the percentage of students who are at risk and if any schools are "schools in need of improvement". Dr. Jakubowski said that the district is moving forward.

OLD BUSINESS

Mrs. Salazar said that she wanted to remind the public, especially parents and guardians of special education students that there will be an open public meeting for discussion for special education programs and services which will take place on May 1st, 2008 at 6:30 p.m. at Burnet Middle School. She said that assessing the past, meeting present needs and plans for the future will be discussed.

Mrs. Gaglione said that she has been on the Residency Committee since she has been a member of the Board. She said that she thought the district has done a good job moving forward and she would like to continue to be involved with this committee. Mrs. Gaglione said that the residency staff is very good and the district does keep track of what is happening to find out if there are students who do not belong in the school district.

NEW BUSINESS

Mr. Abraham said he would like to take an opportunity to say thank you to his fellow board members for gracing him with the opportunity to serve as the President of the Board over the previous school year. He also thanked the chairpersons and members of the committees that worked so diligently in keeping the school district moving forward. Mr. Abraham also thanked Ms. Dunn and her staff for their diligent work that they always do on finance and he thanked Mr. Damato and Mrs. Ditri for the fine work that they have done during his tenure as President. Mr. Abraham thanked Mr. Magliacano for his job in leading the operations department. He said that he wanted to thank Mr. Tatum and stated that he certainly enjoyed working with him. Mr. Abraham also thanked the other members of the central office especially the Superintendent for putting up with him; he certainly appreciated all of his time, conversation and consideration over the past year, he said it was a tremendous learning experience. Mrs. Gaglione said that Mr. Abraham had done an excellent job and was always on top of everything. Dr. Jakubowski agreed.

Mr. Perkins said that this district has made it a matter of policy to support the Township's celebration of the bicentennial year. He said that a significant event in that celebration occurs tomorrow evening at the Knights of Columbus between 6 and 8 p.m., and that is "A Taste of Union" where restaurants within the community are presenting samples of their food. Mr. Perkins encouraged as many in the community who can be out tomorrow night to attend. He said that tickets are \$25. Mr. Perkins said that he was very interested in the presentation done earlier in the evening by Washington School and it occurred to him that Washington School is the only school K-4 that is named after a president in this community. He said that Central-5/Jefferson is the only other school named after a president. Mr. Perkins said that the significance was that Washington was the first President and Jefferson was the President when Union was formed as a municipality in 1808.

Dr. Jakubowski thanked Mr. Abraham for being President last year and he did have some nice conversations during the year. He said that he looked forward to working with Mrs. Gaglione during the next school year. Dr. Jakubowski said that he considered himself to very lucky to be Superintendent of this school district and he looked forward to the bicentennial celebration. He said that when he talks to his colleagues and hears some of the things that they face on a regular basis, he was happy he had a board that was open-minded and matters can be discussed even argue and still have a good result and a good finished product in the end. Dr. Jakubowski congratulated Mrs. Gaglione on becoming Board President.

Dr. Jakubowski said that the other night he and his wife stopped into one of the local restaurants and the principal of the high school was there with his wife and daughter. He said that they do not live in Union and he asked him about his presence in town and he stated that there were a couple of restaurants in Town that he enjoyed eating at. Dr. Jakubowski encouraged the community to attend the "Taste of Union" tomorrow night.

COMMENTS FROM THE PUBLIC

Mr. Donnarumma thanked the board for their selection of Mrs. Gaglione as Board President. He thought that Mrs. Gaglione had high standards and was a problem solver. Mr. Donnarumma congratulated Mrs. Gaglione on her appointment.

Mrs. Restivo was present at the meeting as Chairperson of the Township's Bicentennial Committee. She said that Dr. Jakubowski had invited her to attend tonight's meeting to see the presentation by the Washington Elementary School students. Mrs. Restivo thanked the Board for supporting the bicentennial events by having students look into the history of their schools and of the township. She said that she hoped that all of the residents of the community will participate in the many celebrations that are being planned in the community. Mrs. Restivo said that in connection with the special education students in this town, on Sunday, July 6th, 2008 an event is being planned for the special education students because for so many years these students have not been included in many of the activities in the township. She said that an "Olympic" type event is being planned at Rizzuto Park on that date. Mrs. Restivo said that there is much to celebrate in this wonderful, history-rich community. She said that the event taking place tomorrow night is the town's last fundraiser for the bicentennial celebrations and all other celebrations will be free to residents. Mrs. Restivo said that she has worked with students as a substitute teacher and has been involved in PTA and she was very proud of Union's students and schools. Dr. Jakubowski thanked Mrs. Restivo for her attendance tonight. He said that she has been very involved with the school district through her work as a substitute teacher and has been very active in the PTA. He invited Mrs. Restivo to come to the meeting in May as he believed that Connecticut Farms and Battle School Schools will be doing presentations. Dr. Jakubowski thanked Mrs. Restivo for all that she has done and stated that she was truly a friend to the Board of Education.

MOTION TO ADJOURN

There being no further business before the board, it was moved by Mr. Ruhl, seconded by Mr. Helmstetter that the meeting be adjourned at 8:45 p.m.

AYE:	Mr. Abraham, Mr. Figueiredo, Mr. Helmstetter, Mr. Manochio, Mr. Perkins, Mr. Ruhl, Mrs. Salazar and Mrs. Gaglione
NAY:	None
ABSTAIN:	None

MOTION WAS CARRIED

Respectfully submitted

JAMES J. DAMATO
BOAR

D SECRETARY