

TO ALL BOARD OF EDUCATION MEMBERS:

The regular meeting of the Board of Education of the Township of Union will be held on Tuesday, December 19, 2006 at 7:00 p.m. at Union High School, Union, New Jersey 07083

The regular meeting of the Board of Education of the Township of Union was held at Union High School on Tuesday, December 19, 2006 at 7 p.m. pursuant to notice sent to each member.

PRESENT AT ROLL CALL: Mr. Gary Abraham, Mrs. Judith Axelrod, Mrs. Linda Gaglione, Mr. Steven Helmstetter, President; Mr. Anthony Manochio, Mrs. Versie McNeil, and Mr. Francis Perkins

ABSENT AT ROLL CALL: Mr. Steve Ruhl and Mrs. Judy Salazar

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

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.

MOTION FOR EXECUTIVE SESSION

At 7:02 p.m. it was moved by Mr. Abraham, seconded by Mr. Perkins that the Board go into Executive Session to discuss litigation matters without the presence of the public in accordance with the provisions of *N.J.S.A. 10:4-2b*. The Board will disclose the discussion conducted during the executive session, with notice to the public, when the disclosure will not result in unwarranted invasion of individual privacy or prejudice to the best interests of the Board of Education and provided that such disclosure does not violate federal, state or local statutes and does not fall within the attorney/client privilege.

AYE: Mr. Abraham, Mrs. Axelrod, Mrs. Gaglione, Mr. Manochio, Mrs. McNeil, Mr. Perkins and Mr. Helmstetter

NAY: None

ABSTAIN: None

MOTION WAS CARRIED

MOTION TO RETURN TO PUBLIC SESSION

Moved by Mr. Manochio, seconded by Mr. Perkins that the board resume public session at 7:08 p.m.

AYE:	Mr. Abraham, Mrs. Axelrod, Mrs. Gaglione, Mr. Manochio, Mrs. McNeil, Mr. Perkins and Mr. Helmstetter	
NAY:	None	
ABSTAIN:	None	MOTION WAS CARRIED

APPROVAL OF MINUTES:

Moved by Mr. Abraham, seconded by Mrs. Axelrod that the minutes of the Worksession of November 14, 2006 and the Executive Session of November 14, 2006 be adopted:

AYE:	Mr. Abraham, Mrs. Axelrod, Mrs. Gaglione, Mr. Manochio, and Mrs. McNeil	
NAY:	None	
ABSTAIN:	Mr. Perkins and Mr. Helmstetter	MOTION WAS CARRIED

Moved by Mr. Abraham, seconded by Mrs. Axelrod that the minutes of the regular meeting minutes of November 21, 2006 be adopted:

AYE:	Mr. Abraham, Mrs. Gaglione, Mr. Manochio, Mrs. McNeil, Mr. Perkins, and Mr. Helmstetter	
NAY:	None	
ABSTAIN:	Mrs. Axelrod	MOTION WAS CARRIED

COMMUNICATIONS:

REQUEST FOR UNPAID LEAVE OF ABSENCE – ESPOSITO

Alexandra Esposito, Classroom Assistant at Washington School, submitted a letter dated October 31, 2006, requesting unpaid leave of absence for the period January 15, 2007 through May 4, 2007

REQUEST FOR WAIVER OF RENTAL FEES – UNION MUSIC SCHOOL

Ronald Rago, Supervisor of Visual and Performing Arts, submitted a letter dated November 20, 2006, requesting waiver of rental fees for the use of Burnet Middle School for 53<sup>rd</sup> annual Union Music School for the period June 28<sup>th</sup> through July 27<sup>th</sup>, 2007

## COMMUNICATIONS:

## REQUEST FOR UNPAID FAMILY LEAVE – GAINES

Yvonne J. Gaines, teacher at Hannah Caldwell Elementary School, submitted a letter dated November 19, 2006, requesting unpaid family leave for the period December 1<sup>st</sup>, 2006 through February 28<sup>th</sup>, 2007.

## REQUEST FOR UNPAID FAMILY LEAVE – KOUFOMIHALLIS

Carol Koufomihalis, Letter dated November 21, 2006 from Carol Koufomihalis, part time bus assistant requesting unpaid family leave for the period December 13, 2006 through December 30, 2006.

## LETTER OF RESIGNATION – DI PUMA

Joe DiPuma, HVAC/Maintenance, submitted a letter of resignation, effective December 1, 2006.

## REQUEST FOR UNPAID LEAVE – VOELKSEN

Pamela Voelksen, science teacher at Kawameeh Middle School, submitted a letter requesting unpaid family leave for the period December 1, 2006 through March 31, 2007.

## REQUEST FOR MATERNITY AND EXTENDED FAMILY LEAVE – BOSSARD

Althea Bossard, teacher at Franklin School, submitted a letter dated November 27, 2006, requesting maternity and extended family leave for the period December 15, 2006 through March 31, 2007.

## LETTER OF RESIGNATION – HRDINA

Joseph J. Hrdina III, teacher assistant at Burnet Middle School, submitted a letter of resignation, effective December 1, 2006.

## REQUEST FOR MATERNITY AND EXTENDED FAMILY LEAVE – LILOIA

Dana Liloia, teacher at Battle Hill School, submitted a letter dated November 30, 2006, requesting maternity and extended family leave for the period March 7, 2007 through the end of the 2006-2007 school year.

## LETTER OF RESIGNATION – MISKEWITZ

Carol Miskewitz, Case Manager, Special Services, submitted a letter of resignation for the purpose of retirement, dated December 11, 2006 effective March 1, 2007.

## LETTER OF RESIGNATION – COHAN

Michael Cohan, social studies teacher at Kawameeh Middle School and Coordinator of Staff Development and Mentoring submitted a letter of resignation for the purpose of retirement, effective December 31, 2006.

## SUPERINTENDENT'S REPORT

Dr. Jakubowski gave his Superintendent's Report a copy of which is appended to these minutes.

## PRESENTATION TO THE BOARD:

Mrs. Lipstein of the Township of Union Education Foundation said that December is traditionally a time of giving gifts and ordinarily the price of a gift is not revealed but the Education Foundation would be making an exception tonight. She said that listed on tonight's agenda was a resolution which reflected a donation from the Foundation for equipment to be used by the English Department at Union High School to be used by students to design and produce a state of the art literary magazine. Mrs. Lipstein stated that this was just a part of the donation that the Foundation has made for the 2006-2007 school year and with this donation tonight, the Foundation has now officially donated \$12,725.16 worth of equipment and materials to be used by the students of the district. She said that the Foundation looked forward to donating even more for the next school year with the continued support of the community. On behalf of the Board of Education, Mr. Helmstetter thanked Mrs. Lipstein and the Foundation for their generous donation. He urged the community to support the Education Foundation as it was a worthwhile organization and any donations are tax deductible. Dr. Jakubowski thanked Mrs. Lipstein for all of her hard work on behalf of the Foundation.

## COMMENTS FROM THE PUBLIC ON RESOLUTIONS ON THE AGENDA:

Ms. Ciampi asked if resolution O-6 which deals with roofing replacement at Kawameeh Middle School was part of the bond. Mr. Abraham said that it was not bond money but money that was put into the budget for the current school year as "capital reserve" and the board took advantage of the "slow" season to advertise for bids and were able to get a very good bid and the district will be able to get a lot of work done for the amount of money that was bid. He stated that there was actually some money left over. Dr. Jakubowski said that a number of years ago when the district entered into an agreement with the Morris Union Jointure Commission and the district received \$1.5 million a capital reserve account was initiated that the district was able to deposit this money into. He said that every year at budget time, the board designated money from the capital reserve account and it is moved into the regular budget. Dr. Jakubowski said that this was done for the present school year because it was indicated that Kawameeh needed a new roof and it was part of the original bond referendum. He said that every opportunity that that the district can put funds into the capital reserve account enables the board to do large projects at no cost to the community. Ms Ciampi said she recalled that all the money in the capital reserve was spent. Dr. Jakubowski said that additional money has been deposited into the account along

## COMMENTS FROM THE PUBLIC ON RESOLUTIONS ON THE AGENDA:

with interest that is being earned on the funds. He said that this is done at budget time. Ms. Ciampi asked if the board was allowed to keep a reserve. Dr. Jakubowski said that it is called a capital reserve and it is part of the budget. He said that the auditors do look at this account each year and the district is allowed to maintain this account with funds that have come into the district.

## EDUCATION/STUDENT DISCIPLINE COMMITTEE:

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

## E-1. APPROVE ATTENDANCE AT NATIONAL SCHOOL BOARDS' ASSOCIATION CONFERENCE – DAMATO

That the board approve attendance at National School Boards Association 67<sup>th</sup> Annual Conference from April 11<sup>th</sup> through April 15<sup>th</sup>, 2007 by James J. Damato at a cost not to exceed \$2,400.

## E-2. AMEND LIST OF STUDENTS REMOVED FROM THE ROLLS

That approval be given to amend the list of students removed from the rolls [twenty-three (23) students for the period November 1<sup>st</sup> through November 30<sup>th</sup>, 2006; total of students exited during the 2006-2007 school year is thirty-four (34) students] who are not domiciled in this school district in accordance with the information appended to the non public portion of these minutes.

## E-3. APPROVE UPDATE TO UNIFORM STATE MEMORANDUM OF AGREEMENT BETWEEN TOWNSHIP OF UNION AND BOARD OF EDUCATION

That the board approve update to Uniform State Memorandum of Agreement between the Township of Union Board of Education and Law Enforcement Officials in accordance with the information appended to these minutes.

## E-4. APPROVE FUTURE BUSINESS LEADERS OF AMERICA (FBLA) TO ATTEND NATIONAL LEADERSHIP CONFERENCE

That the board approve five (5) members of the Future Business Leaders of America (FBLA) to attend the National Leadership Conference in Chicago, Illinois from June 26 to July 2, 1007, in accordance with the information appended to these minutes. (This is a budgeted item)

EDUCATION/STUDENT DISCIPLINE COMMITTEE:

E-5. APPROVE NJROTC TO PARTICIPATE IN EASTERN JROTC DRILL CHAMPIONSHIPS

That the board approve 36 Union High School NJROTC members, two (2) faculty members and four (4) parent chaperones to participate in Eastern JROTC Drill Championships from March 23 to March 24, 2007 in Landover, Maryland in accordance with the information appended to these minutes. (Bus transportation and drill registration fees are budgeted items; all other costs will be paid by individual students)

E-6. APPROVE NJROTC TO PARTICIPATE IN NATIONAL JROTC DRILL CHAMPIONSHIPS

That the board approve 36 Union High School NJROTC members, two (2) faculty members and four (4) parent chaperones to participate in United States National JROTC Drill Championships from May 2 to May 7, 2007 in Daytona Beach, Florida in accordance with the information appended to these minutes. (Bus transportation and drill registration fees are budgeted items; all other costs will be paid by individual students)

DISCUSSION:

None

AYE: Mr. Abraham, Mrs. Axelrod, Mrs. Gaglione, Mr. Manochio, Mrs. McNeil, Mr. Perkins and Mr. Helmstetter

NAY: None

ABSTAIN: None

MOTION WAS CARRIED

FISCAL AND PLANNING COMMITTEE:

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

F-1. ACCEPT TREASURER'S REPORT

That the Treasurer's Report dated November 30, 2006 be accepted.

F-2. ACCEPT SECRETARY'S REPORT

That the Secretary's Report dated November 30, 2006 be accepted.

FISCAL AND PLANNING COMMITTEE:

F-3. CERTIFY TREASURER'S AND SECRETARY'S REPORTS

Pursuant to N.J.A.C. 6:20-2.13(d), I certify that as of November 30, 2006 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. 6:20-2.13(e), we certify that as of November 30, 2006 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. 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. This certification is solely based on the information provided by the School Business Administrator/ Board Secretary and is assumed by the board to be correct.

F-4. APPROVE LINE ITEM TRANSFERS

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

F-5. 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
12/19/06	11/21/06	28	200,000	Commerce	Chase MIC/CAST	5.30%	824.44
12/19/06	11/21/06	28	900,000	Commerce	UCNB Café	5.30%	3,710.00
12/19/06	11/21/06	28	1,200,000	Commerce	UCNB CAP Reserve	5.30%	4,946.67
12/19/06	11/21/06	28	21,000,000	Commerce	UCNB OP AC	5.30%	86,566.67
12/19/06	11/21/06	28	4,000,000	Commerce	UCNB Jan03 Bond	5.30%	16,488.89
12/19/06	11/21/06	28	1,000,000	Commerce	Unity BankSUI	5.30%	4,122.22

F-6. ADOPT 2005/2006 CORRECTIVE ACTION PLAN (CAP) FOR COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)

That the board adopt the 2005/2006 Corrective Action Plan (CAP) for the Comprehensive Annual Financial Report (CAFR) for the period ending June 30, 2006 in accordance with the information appended to these minutes.

## FISCAL AND PLANNING COMMITTEE:

F-7. 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)* in accordance with the information appended to these minutes.

F-8. 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) Jostens - \$3,820.82 – yearbook – Kawameeh Middle School; (b) Forest Lodge - \$1,300 – Forest Lodge Trip – Kawameeh Middle School (c) Pirylys Distributors, Inc. - \$3,522.20 – food for concession at band competition – Union High School; (d) Taylor Publications - \$24,000 – yearbook – Union High School

F-9. 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-10. ACCEPT DONATIONS

That the Board accept the following donations to be used by Mr. Olivio's special education class at Burnet Middle School: (a) Greg and Geraldine Muller in the amount of \$50.00; (b) James and Regina Caulfield in the amount of \$35.00 and (c) Charles and Margaret Novak in the amount of \$100.00.

## F-11. AUTHORIZE CREATION OF EBS-CAST ACCOUNT – UNION CENTER NATIONAL BANK

That the Board authorize the creation of EBS-CAST account at Union Center National Bank and the transfer of funds presently held at JP Morgan Chase Bank (Microband/CAST) account.

FISCAL AND PLANNING COMMITTEE:

F-12. AUTHORIZE APPLICATION FOR SAFE ROUTES TO SCHOOLS GRANT WITH TOWNSHIP OF UNION

That the Board of Education cooperate with the Township of Union and authorization the application for a grant entitled "Safe Routes to Schools Grant" and further authorize a joint services project between the Township and the Board of Education which will create a new cul-de-sac at the end of Hendricks Drive along with sidewalk improvements, parking lot improvements, restriping and other related improvements. The purpose of this grant is to provide a greater level of safety to children who are walking, biking or being driven to school. The Board President and Secretary shall be authorized to sign any applications or other documentation necessary or required by the New Jersey Department of Transportation to obtain this grant.

DISCUSSION:

Mr. Helmstetter said that he was glad to see that the board was cooperating with the Township to obtain more funds.

AYE:	Mr. Abraham, Mrs. Axelrod, Mrs. Gaglione, Mr. Manochio, Mrs. McNeil, Mr. Perkins and Mr. Helmstetter	
NAY:	None	
ABSTAIN:	None	MOTION WAS CARRIED

OPERATIONS COMMITTEE:

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

O-1. REPORT RECEIPT OF BIDS

Report receipt of bids for the sale of New York Area Broadband Video Spectrum – WGM95 (Channel 1) received on November 30, 2006 and bids received on December 14, 2006 for Proposed Roofing Replacement at Kawameeh Middle School.

O-2. ACCEPT DONATION FROM TOWNSHIP OF UNION EDUCATION FOUNDATION

That the board accept donation of Dell computer equipment as well as a Hewlett Packard printer for use by Dana Bobertz, English teacher at Union High School from Township of Union Education Foundation in the total amount of \$2,752.62 in accordance with the information appended to these minutes.

OPERATIONS COMMITTEE:

O-3. AWARD BID FOR CHANNEL C-1 (CALL SIGN WGM-95) – HISPANIC INFORMATION AND TELECOMMUNICATIONS NETWORK (HITN)

That the board award bid to Hispanic Information and Telecommunications Network (HITN) for Channel C-1 (Call sign WGM-95) in the amount of \$17,000,000 and authorizes James J. Damato, General Counsel to finalize the Purchase Agreement along with its attachments and authorize Mr. Damato and the Board President to execute the Purchase Agreement and any other contractual, regulatory or statutory documents required to effectuate this transaction.

O-4. APPROVE LEASE AGREEMENT FOR PHOTOCOPY MACHINES – IKON

That the board approve lease agreement for photocopier machines from IKON in accordance with the information appended to these minutes.

O-5. APPROVE USE OF FACILITIES – UNION MUSIC SCHOOL

That the board approve use by Union Music School of Burnet Middle School from June 28<sup>th</sup> through July 27<sup>th</sup>, 2007 for 53<sup>rd</sup> annual summer music school for a bulk rental fee of \$2,500.

O-6. AWARD BID FOR PROPOSED ROOFING REPLACEMENT AT KAWAMEEH MIDDLE SCHOOL – E.R. BARRETT, INC.

That the board award bid for proposed roofing replacement at Kawameeh Middle School to E.R. Barrett, Inc., 110 Paris Street, Newark, New Jersey for the base bid price of \$779,750 plus Alternate A-1 (masonry restoration) for 36,000 and Alternate A-3 (facade lighting) for \$5,500 for a total bid of \$821,000.

DISCUSSION:

None

AYE: Mr. Abraham, Mrs. Axelrod, Mrs. Gaglione, Mr. Manochio, Mrs. McNeil, Mr. Perkins and Mr. Helmstetter

NAY: None

ABSTAIN: None

MOTION WAS CARRIED

PERSONNEL COMMITTEE:

Moved by Mr. Manochio, seconded by Mrs. Gaglione that resolution P-1 be adopted:

P-1. APPROVE PERSONNEL ACTIONS

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

- AYE: Mrs. Axelrod, Mrs. Gaglione, Mr. Manochio, Mrs. McNeil, Mr. Perkins and Mr. Helmstetter
- NAY: None
- ABSTAIN: Mr. Abraham

MOTION WAS CARRIED

Moved by Mr. Manochio, seconded by Mrs. Gaglione that resolutions P-2 through P-9 be adopted:

P-2. AMEND 2006-2007 SUBSTITUTE LISTS

That the Board amend the 2006-2007 Substitute/Home Instruction, Substitute Custodian, Substitute Cafeteria/ Playground Assistants list, 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) Joe DiPuma, HVAC/Maintenance, effective December 1, 2006; (b) Joseph J. Hrdina, III, classroom assistant at Burnet Middle School, effective December 1, 2006; (c) Carol Miskewitz, Case Manager, Special Services, effective March 1, 2007; (d) Michael Cohan, social studies teacher at Kawameeh Middle School and Coordinator of Staff Development and Mentoring, effective December 31, 2006 (retirement)

P-4. APPROVE MASTER TECHNICIANS AND ASSISTANT TECHNICIANS

That the board approve following as Master Technicians at a rate of \$20 per hour and Assistant Technicians at a rate of \$10 per hour:

Master Technicians

- Yvonne Rago
- Rosemarie Toscano
- Laura Muller
- Sharon Blanchard
- Karen Gold
- Ronald Rogers

Assistant Technicians

- Lucille Williams
- Rosemarie Toscano
- Laura Muller
- Sharon Blanchard
- Brian Toscano
- Matthew Russo
- Diane Esquivel
- Karen Criss
- Ronald Rogers
- Carlos Esquivel
- Karen Gold
- Laura Ditri

## PERSONNEL COMMITTEE:

## P-5. APPROVE UNPAID FAMILY LEAVE

That the board approve unpaid family leave to the following staff: (a) Yvonne J. Gaines, teacher at Hannah Caldwell School, for the period December 1, 2006 through February 28<sup>th</sup>, 2007; (b) Carol Koufomihalis, part-time bus assistant, for the period December 13<sup>th</sup> through December 30<sup>th</sup>, 2006; (c) Pamela Voelksen, science teacher at Kawameeh Middle School, for the period December 1, 2006 through March 31, 2007; (d) Dana Liloia, teacher at Battle Hill School, for the period March 7, 2007 through the end of the 2006-2007 school year.

## P-6. APPROVE MATERNITY AND EXTENDED FAMILY LEAVE – BOSSARD

That the board approve maternity and extended family leave to Althea Bossard, teacher at Franklin School, for the period December 15, 2006 through March 31, 2007.

## P-7. APPROVE TITLE I SALARIES FOR 2006-2007 SCHOOL YEAR

That the board approve revised Title I salaries for the 2006-2007 school year in accordance with the information appended to these minutes.

## P-8. APPROVE CURRICULUM WRITING TEAMS

That the board approve the following curriculum writing teams at a per person rate of \$20 per hour not to exceed 15 hours or \$300:

Forensic Science

Tim McMahon

AP Physics

Ray Toman

Mathematics – Grade 4

Kelly Piano

Leslie Nigro

## P-9. ENTER INTO INTERLOCAL SERVICES AGREEMENT FOR PUBLIC RELATIONS SERVICES

That the board enter into an interlocal services agreement *Nunc Pro Tunc* (for the period July 1, 2006 to June 30, 2007) with the Township of Union for the position of Public Relations Consultant in accordance with the formal resolution appended to these minutes.

## DISCUSSION:

Dr. Jakubowski said that because there are many students at the High School who arrive early and what he has decided to do with the additional librarian and the additional secretary who will be stationed in the library was to offset the hours of the library so that it will be opened from 7:00 a.m. to 4:00 p.m. daily. Dr. Jakubowski said that contractually, the individuals who work at Union High School must stay so many minutes after the students are dismissed. He said that he has made an agreement with the Teachers' Association to allow for the offset hours to allow for the extended hours of operation of the library for those students who would like to take advantage of using the library. Dr. Jakubowski said that the

PERSONNEL COMMITTEE:  
DISCUSSION

individual which he hired to replace Ms. Kleinstein has a lot of experience coming for a neighboring district. Dr. Jakubowski stated with regard to resolution P-9 stated that the district working with the Township in cooperative efforts has worked extremely well.

AYE: Mr. Abraham, Mrs. Axelrod, Mrs. Gaglione, Mr. Manochio, Mrs. McNeil, Mr. Perkins and Mr. Helmstetter  
 NAY: None  
 ABSTAIN: None MOTION WAS CARRIED

APPROVAL OF BILLS

Moved by Mr. Abraham, seconded by Mrs. Gaglione 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, Mrs. Axelrod, Mrs. Gaglione, Mr. Manochio, Mrs. McNeil, Mr. Perkins and Mr. Helmstetter  
 NAY: None  
 ABSTAIN: None MOTION WAS CARRIED

UNFINISHED BUSINESS

Dr. Jakubowski said that the district has posted for a part-time accountant. He said the closing of those application are Friday, December 22. Dr. Jakubowski said that he, Mr. Vieira and Ms. Dunn will be reviewing applications and conducting interviews. He said that if a candidate is selected, he will sent the name home to the board and it will be voted on at a future meeting. Dr. Jakubowski also wanted to discuss the new administrative procedures being followed by Union High School. He said that from all indicates this new procedure is working nicely. Dr. Jakubowski said that as soon as school resumes in January he will be having a meeting with the Interim Principal, Vice Principals and the Deans of Students and representatives from the Police Department so that the police department can get a good idea of who is now working in the high school main office. He thanked the board for allowing him to do the pilot study at the high school to see how it will work.

NEW BUSINESS

Ms. Dunn said that on behalf of the Business Office she wanted to wish everyone a Merry Christmas and happy holidays. She thanked the board for a wonderful year.

## COMMENTS FROM THE PUBLIC

Ms. Loessel said last year when the budget failed, what programs and if any staff was impacted by it. Dr. Jakubowski said that when the budget failed, he met with the Township Committee and a number of things were reviewed. He said that one of the things that was done was because the district had designated more from capital reserve for projects and \$200,000 of that money was put back into the budget. Dr. Jakubowski said that several positions were consolidated. He said that the additional \$300,000 came from one of the SGLA's that were originally included in the budget, which was eliminated. Dr. Jakubowski said that he did his best not to eliminate any positions. Ms. Loessel said that she read in the paper that the district received funding from the State. She asked when the State actually contacted the district to indicate that the funding would be returned and when was money actually deposited into the district's account. Dr. Jakubowski said that this occurred sometime in early fall. He said that the funds that were received were HELP aid which is money which is outside of the regular budget. Dr. Jakubowski said that a good percentage of the money received is being used to offset out-of-district tuition costs. Ms. Dunn said that the district is short in its outplacement tuition budget line by approximately \$1 million and these funds will help offset that cost. Ms. Loessel asked if this money had to be used during this school year. Ms. Dunn said that the district did not have to spend all of the money this year.

Ms. Gilcrist said that she was a concerned parent who has a son who is a student at Union High School. She said that she was having a lot of problems that she did not understand with her son in school. Ms. Gilcrist said she needed advice. She said that her son was in the ninth grade and on November 27<sup>th</sup> from the Freshman Vice Principal and she was told by that individual that he "didn't like her son's personality" and "his personality bothered him". Ms. Gilcrist said that when she heard this she was very offended but she respected what was said. She did not think that it was professional for a principal or any adult to say that to a parent about their child and she felt this was unfair. Ms. Gilcrist said she went to the high school today because she was told that her son used a fire extinguisher and sprayed it across the floor in the gym. She said that the gym teacher had made the complaint and her son was given a Saturday detention. Ms. Gilcrist said that when she visited the school, she was taken to the gym by one of the security guards and she asked the gym teacher if the incident took place. The gym teacher said "yes". Ms. Gilcrist said she asked the gym teacher if she had actually seen her son spray the extinguisher. The gym teacher then said "no, but one of the students told her and that her son had also told the Vice Principal that he did it." Ms. Gilcrist said that the security guard then took her to the Vice Principal's Office and the Vice Principal informed Ms. Gilcrist that "he was told of the incident by the gym teacher, only." She said that because of this, the Saturday detention was rescinded. Ms. Gilcrist said that she did not know what the procedure was for assigning a Saturday detention to a student.

## COMMENTS FROM THE PUBLIC

She said that the students are also asked to sign a statement that they agree with what the teacher is saying that they are accused of; she did not agree with this because the students are minors. Ms. Gilcrist said that her son is only 14 years old and he is not to sign anything without one of his parents looking at it first. Mr. Helmstetter asked Ms. Gilcrist if she had met with the building principal. Ms. Gilcrist said that when you go to the high school it is not easy to see the principal. Mr. Helmstetter asked Dr. Jakubowski to look into the matter. Dr. Jakubowski said that he would like Ms. Gilcrist to make an appointment to meet with him or Mr. Tatum, who is in charge of student matters, so that more information regarding the incident can be ascertained. He said he would then do an in-depth investigation. Ms. Gilcrist thanked the board for listening to her problem.

Ms. Hall said that she has had the privilege of knowing and working with Mr. Robert Jeranek, the principal of Washington School, for over thirty years. She said that on Friday he would be starting his retirement and she wanted to say a few words in his honor. Ms. Hall said that Mr. Jeranek chose to leave without any fanfare, which is his way but she did not want to let him go without speaking a little bit about what he has meant to her and what he has meant to the district for many years. She said that she first met Mr. Jeranek thirty years ago when she was a senior at Union High School. Ms. Hall said he taught a "mini" course called "American Mind, Matters and Morays". She said that she immediately thought that Mr. Jeranek suffered from some type of hyperactivity disorder because he had so much energy and so much enthusiasm that she couldn't keep up with him. Ms. Hall said that Mr. Jeranek didn't only teach the subject matter, but he taught life lessons; he set an example of tremendous patriotism, integrity, dedication and perseverance for all students to follow. She said that she left Union High knowing that she wanted to teach history, largely because of Mr. Jeranek's influence. Ms. Hall said that she learned from Mr. Jeranek how powerful a profession teaching really is and how far reaching the influence of a good teacher can be. She said that in her early days of teaching she could hear Mr. Jeranek's voice reminding her of what an awesome responsibility being a teacher is and that teachers owe the students their very best efforts every day and she has never forgotten the lesson she learned from him. Ms. Hall said that when her oldest son started pre-k at Washington School the first day that Mr. Jeranek became principal there. She said it was during that time she got to know Mr. Jeranek as an administrator. Ms. Hall said that she again learned from his example. She said that Mr. Jeranek actually got her to go camping and she got to spend some very valuable time with her sons. Ms. Hall said that she came upon some hard times while her sons were students at Washington School and Mr. Jeranek was there to give her support and make it

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possible for her family to "land on its feet". She said that Mr. Jeranek supported her family until she was able to stand alone and he was there once more when her son was diagnosed with cancer, long after her sons had left Washington School. Ms. Hall said that Mr. Jeranek made many donations of blood and platelets whenever there was a need. She said that Mr. Jeranek made it possible for her to take care of her family at time when she wasn't sure she would be able to do it without help. Ms. Hall said that she considered Mr. Jeranek's friendship to be a great gift. She said that her story is only one of many. Ms. Hall said that Mr. Jeranek has been completely devoted to the children of Union and their families for over thirty years. She said that Mr. Jeranek, quietly and behind the scenes, helps in any way that he can which sets an example for all students to emulate. Ms. Hall said that no one has ever done this better than Mr. Jeranek. She thanked Mr. Jeranek for everything on behalf of all of the lives that he had touched. Ms. Hall wished him a happy retirement. She also wished the board a very happy holiday. Mr. Helmstetter said that Mr. Jeranek would be sorely missed in the district.

Ms. Ciampi said that she too had a wonderful experience with Mr. Jeranek, but he did not get her to go camping. She said that she and her son would miss Mr. Jeranek very much. Ms. Ciampi asked if the use of public school facilities for political purposes was allowed. Mr. Helmstetter said that the district did rent out its facilities for many purposes. Mr. Damato said she did not understand Ms. Ciampi's question. Ms. Ciampi asked if anything in the public school system allowed to be used for political purposes. Mr. Damato said he still did not understand what Ms. Ciampi was asking. Ms. Ciampi asked if anything in the school system allowed to be used for political purposes. Mr. Damato said that there is voting, which is a political purpose and there are other citizenship things that deal with political issues. He said that there is also political curriculum which is taught in the schools. Ms. Ciampi asked if individuals at the board of education were able to make telephone calls for political purposes. Mr. Damato said that he needed to know specifically what Ms. Ciampi wanted to know. Ms. Ciampi thought that it was clear, she said she wanted to know if a public school facility allowed to be used for political purposes. Mr. Damato again asked Ms. Ciampi to tell him what specifically she wanted to know. Ms. Ciampi said she was asking a general question. Mr. Damato stated that there was not a general answer. Mr. Manochio stated that Ms. Ciampi's question was very bland; he said that if she was talking about voting, then, yes the school buildings are utilized for that purpose. Ms. Ciampi said she was specific when she said, ". . . such as making phone calls for candidates." Mr. Manochio asked if Ms. Ciampi was asking about individuals doing this. Ms. Ciampi said she was asking a general question and she commented that "obviously the board of education

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does not know the answer to the question.” Mr. Manochio stated that they did not know the question. Mr. Damato said it sounded like Ms. Ciampi knew what she wanted to ask but she did not want to ask the question. Ms. Ciampi again asked if public school facilities can be used for political purposes. Mr. Damato said that if Ms. Ciampi would give him an example of what she was talking about, perhaps he could answer the question. Ms. Ciampi stated that utilizing the school system for voting is not “promoting” politics. Mr. Damato said that the school system does all kinds of things to promote politics; Kids Voting is one example. Ms. Ciampi said then it was okay for someone from the board of education to telephone another person and say “vote for President Bush”. Mr. Perkins stated that was not the question that Ms. Ciampi asked. Mr. Helmstetter wanted to know if Ms. Ciampi meant that one individual calling another to promote any candidate. Ms. Ciampi said she meant “promoting any candidate”. Mr. Helmstetter stated he did not think that was allowed. Mr. Damato said that if that was her example, then his answer to Ms. Ciampi was “no”. Ms. Ciampi asked if Mr. Magliacano has a Black Seal License. Dr. Jakubowski said that Mr. Magliacano did not have a Black Seal License. Mr. Manochio asked if this was required for the title Mr. Magliacano has. Dr. Jakubowski said that Mr. Magliacano was not required to have a Black Seal License. Ms. Ciampi said that according to the Building and Grounds Supervisor title on New Jersey School Boards and there are codes attached to the title which specify that Mr. Magliacano must have a fireman’s Black Seal license. Mr. Damato stated that when the law was enacted, those already holding the positions were grandfathered and the Black Seal License is not required. She said that it says an Educational Facilities Manager’s Certificate is the document that is grandfathered. Ms. Ciampi wanted to know how Mr. Magliacano oversees, according to when he was hired in 1992, it states that “he shall by personal inspection determine that the buildings are being kept, as far as temperature” and other things are stated in the job description. Mr. Manochio asked if Ms. Ciampi had a personal question regarding an employee, wouldn’t it be more appropriate to address the Superintendent in his office so that he can respond to the question. Ms. Ciampi asked why. Mr. Manochio responded that she was dealing with an individual employee. Ms. Ciampi said that she was asking a specific question regarding a Director. Mr. Damato wanted to know what paperwork Ms. Ciampi was referring to while she was speaking tonight. He asked Ms. Ciampi for a copy. Ms. Ciampi said that she was referring to minutes from a meeting in 1992 which contained the description of Mr. Magliacano’s job when he was hired. She asked how Mr. Magliacano oversees the facilities without a Black Seal License. Mr. Damato said he did not know what Ms. Ciampi was referring to and he asked for a copy of same so that he could review it. Ms. Ciampi said that Mr. Damato had a copy in his office. Mr. Damato asked Ms. Ciampi to specifically tell him what she was

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referring to. Ms. Ciampi said that it was the general duties of the Director of Maintenance and Operations. Mr. Damato asked if it was the job description. Ms. Ciampi said that it was and in order for Mr. Magliacano to go in and check boilers, he has to have a Black Seal License and according to the job description, Mr. Magliacano is supposed to be doing that. Mr. Helmstetter said basically Ms. Ciampi was saying that Mr. Magliacano was not qualified to his position. Ms. Ciampi said that he did not have a Black Seal License. Mr. Helmstetter asked Mr. Damato to check if Mr. Magliacano met the qualifications for his job description. Mr. Damato said he would absolutely check on it.

Mr. Donnarumma wanted to say farewell to Mr. Cohan as he leaves the district. He said that he was speaking earlier to Mr. Cohan about the days when the meetings were a "little more hectic" and the issues were a "little more critical". Mr. Donnarumma said it was always to hear Mr. Cohan's point of view, whether you agreed with it or not. He wished Mr. Cohan lots of luck in his new endeavors. Mr. Donnarumma wished everyone Merry Christmas and Happy Holidays.

Mr. Cohan thanked Mr. Donnarumma and agreed that there were lots of interesting times in the past and given the fact that this was the last public meeting of the board during which he would be an employee, he felt compelled to come forward and speak to the board as he has many times over the past 22 years. He said when he entered the room tonight, he thought about how it was in the same room that he spent his first day as an employee, as a new teacher, in September of 1977. Mr. Cohan said that his association with the district and with the community began earlier than that in the late spring of 1977. He said up until that time the only thing he knew about Union was driving north and south on the Parkway and looking at the water tower. Mr. Cohan said that he saw an article in the newspaper advertising for a graphic arts teacher, which was his background and he took a day up from work, spiffed himself up and visited 2369 Morris Avenue for the first time and following the advice of the placement people from his college to "make certain you speak to somebody before you leave", he was lead into an office and reviewed his application and resume with the individual there and was summarily dismissed by him saying "Sorry, but you're not qualified". Mr. Cohan said this was a little disheartening to him but thanks to the sound judgment of Mr. Cordese, who was the Director of Career Ed about six weeks later, the board received a recommendation and he was hired and "the rest is history." He said that he was at a meeting a couple of months ago and he thanked the board and Dr. Jakubowski for the many opportunities that he had for service to the district and some opportunities for leadership, but mostly what he is very grateful for is all the opportunities for learning because that is the district's business. Mr. Cohan said he had drafted some written

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remarks but as he thought about them so many times in his mind, he wondered how he would be able to communicate all of the thoughts and feelings that had been rushing through his head over the past six weeks. He said that the reality that he was actually ending his career in Union and leaving to work somewhere else is something he never believed would happen. Mr. Cohan said he was often asked "When are you retiring?" and his response usually was, "Well, after I have had forty years in." He said he never wanted to leave. Mr. Cohan said he loved his work, he loved the students he has taught and the community that he has served. He said that in the role which he has served for the board in the last 3-1/2 years, he believed he has developed a vision for professional learning in Union, it is described in the plan which was developed by the local professional development committee and approved by the board last spring. Mr. Cohan said that the plan for the next school year will come to the board later in the school year for review and endorsement and he hoped that the board read it and asks questions so that the board was fully informed of the plan's philosophy and its content. He said that it was the board's and the district's administration challenge was to make sure that the district brings the plan to a reality in Union. Mr. Cohan said that as he prepared to depart from day-to-day contact as an employee with the district he wanted to offer a few thoughts about the focus of the district as it continues to guide the education of the children of the community. He said that the board should not underestimate the knowledge and quality of thinking of the educators presently employed by the district. Mr. Cohan said that it was critical that the board hear the input of practitioners as often as possible to insure that their needs and service to their students are considered and factored into the board's decision making. He said that teachers don't believe they have influence and the pace of change is often very slow, but this factor is crucial for the district to progress. Mr. Cohan said that the board must help to develop a vision for the district that will inform educators about the priorities of the community. He said that more dialogue is better than less; and the sooner the better. Mr. Cohan stated that there are adopted standards and tools for every aspect of every endeavor and they should be used to crystallize thinking. He recalled the words of Frosty Troy, the publisher of the Oklahoma Observer, who spoke to the district's staff a few years ago. *"Movie stars and rock musicians, athletes and models aren't heroes; they're celebrities. Heroes abound in the public schools, a fact that doesn't make the news. There is no precedent for the level of violence, drugs, broken homes, child abuse and crime in today's America. Public education didn't create these problems, but deals with them everyday."* Mr. Cohan said at the last meeting he attended, he made a reference to his belief that his most important title was as a teacher and he quoted from Pat Conroy's book *The Prince of Tides* published in 1986: *"There is no word in the English language I revere more than teacher."* Mr. Cohan said that his heart sings when a child refers to him as his "teacher" and it always

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has. He said he has honored himself and the entire family of man by becoming a teacher. Mr. Cohan stated that the educators in this school district are heroes because they believe in the importance and value of their work. He urged the board to continue to support them so that they will never lose their motivation and their commitment. Mr. Cohan said that as a citizen now and not an employee, he was always available to help in any way that he can. He said that he would never be more than a "phone call" away, if anyone needs his ear or his opinion and he is always willing to offer that. Mr. Cohan said that he may be moving to another house but he is not leaving the family. He wished everyone a blessed and happy holiday season and a new year filled with great happiness and productivity.

Mr. Helmstetter wished everyone a Merry Christmas, a happy holiday, a joyous and healthy new year and peace to everyone in the community and to one another.

MOTION TO ADJOURN

There being no further business before the board, it was moved by Mr. Abraham, seconded by Mrs. McNeil that the meeting be adjourned.

AYE:	Mr. Abraham, Mrs. Axelrod, Mrs. Gaglione, Mr. Manochio, Mrs. McNeil, Mr. Perkins and Mr. Helmstetter	
NAY:	None	
ABSTAIN:	None	MOTION WAS CARRIED

The meeting was adjourned at 8:05 p.m.

Respectfully submitted,

JAMES J. DAMATO  
BOARD SECRETARY