

UNION TOWNSHIP BOARD OF EDUCATION
WORKSESSION – NOVEMBER 11, 2008

Meeting was held at James M. Caulfield Administration Building, 2369 Morris Avenue, Union, New Jersey 07083

PRESENT AT ROLL CALL: Mr. Gary Abraham, Mr. Manuel Figueiredo, Mrs. Linda Gaglione, President; Mr. Steven Helmstetter, Mr. Anthony Manochio, Mrs. Versie McNeil, Mr. Steve Ruhl and Mrs. Judy Salazar

ABSENT AT ROLL CALL: Mr. Francis R. Perkins

ADMINISTRATORS PRESENT: Dr. Theodore A. Jakubowski, Ms. Karen M. Dunn, Mr. Gregory Tatum, Mr. James J. Damato, Mr. Anthony Magliacano

The meeting was called to order by Mrs. Gaglione at 7:00 p.m. Mr. Ruhl led the board members and audience in the Pledge of Allegiance.

Mr. Damato read the statement required under the "Open Public Meetings Act", a copy of which is on file in the office of the Secretary.

Mrs. Gaglione reminded the board members and audience that today was Veterans' Day and she asked everyone to observe a moment of silence for those who have served and those who are presently serving our country in the military.

COMMUNICATIONS:

Mr. Damato stated that the communications had been referred to the appropriate committees. Dr. Jakubowski stated that some additional communications have been received by him and they would be added to next week's agenda.

APPROVAL OF MINUTES:

Mrs. Gaglione asked the board members to review the minutes for approval at the regular meeting next week.

EDUCATION/STUDENT DISCIPLINE COMMITTEE:

Mr. Figueiredo met briefly earlier in the evening and he presented the Education/Student Discipline Committee agenda. Mr. Figueiredo said that the committee had a question about the one student who was being allowed to finish out the 2008-2009 school year which was referred to in resolution E-2. Dr. Jakubowski said that he could not recall why the student was being allowed to remain in school for the rest of the year but he would get the information and

report to the board next week. Mr. Figueiredo said that Mrs. Salazar had a question regarding the tuition costs of students that they are out of district placements. Mrs. Gaglione said that when she looked at the list the tuitions range between \$30,000 and \$80,000 and now there are some tuitions that range between \$90,000 and \$100,000. She thought that the board needed to be aware of it. Ms. Dunn said that the outplacement tuitions for special education are approved by the New Jersey Department of Education and are listed on their website. She said that this list is usually issued around budget time. Ms. Dunn said that the tuitions for Vocational-Technical Schools are established by the local education agency. Ms. Dunn said that the special education tuitions are a part of the regular general fund budget; however, with the receipt of the IDEIA grant, traditionally the district's business administrator has always budgeted approximately \$1 million to reduce the district's cost of outplacement tuitions. She said that there is no direct offset or correlation between state aid funding and special education tuitions. Ms. Dunn said that the budget for outplacement tuitions generally runs between \$10 and \$11 million and those figures correlate to a portion of the budget book that agrees with the amount of money that the district must budget. She said that the Department of Education requires the district to take the approved tuitions and the students listed and this must match with the district's budget. Dr. Jakubowski said that Union is a large district and although a few additional outplacement students impacts on its budget, imagine a small district that all of a sudden has an autistic child and must spend \$80,000 or \$90,000 for that one student. He said that because the district is a member of the Morris Union Jointure Commission, it receives a rebate at the end of the year of approximately \$100,000. Ms. Dunn said that in January, the district must submit to the State an application for extraordinary aid which is a reimbursement of particular percentages of extremely extraordinary costs. She said that up until the year 2008-2009, this aid was "free" money, meaning that the extraordinary aid would be applied for and the aid would come to the district. Ms. Dunn said that traditionally the district would have about \$1.2 or \$1.5 million in funding that should have come to the district but due to the lack of funding, the district would usually receive \$500,000. She said that when the 2008-2009 budget was prepared, the State indicated it thought the district would be eligible for \$1.2 million in extraordinary aid and the district needed to budget that amount. Ms. Dunn said that in January she will submit an application based upon all of the new requirements and the expenditures for 2008-2009 are based upon the anticipation of the \$1.2 million in aid. She said that she did express to the fiscal committee that under the new regulations, the Executive County Superintendent of Schools must approve every district outplacement prior to the district enjoining in a contract approving that placement because part of the new regulations is to make sure that a district uses every means available to reduce these types of expenditures.

FISCAL AND PLANNING COMMITTEE:

Mr. Helmstetter said that the fiscal committee met this evening and discussed the resolutions. He presented the fiscal and planning committee agenda. Mr. Helmstetter said that the audit report was reviewed and once again, the district is in good shape. He said that there were a few minor findings by the auditor. Mr. Helmstetter said that resolution F-12 deals with the approval of an Adoption Agreement for the 403(b) Plan Document for Public Education Organizations. He said that the district will not have a third party administrator. Ms. Dunn said that the district could have hired an outside company or consultant and be charged as a board or pass the charge on to the staff. She said that she did not feel that administering the plans is not as overwhelming as it appears and with the documents in place, it seems that all of the districts providers will be sharing information so there will be minimal oversight. Mr. Helmstetter said that it was also discussed that the budget is being prepared and it was anticipated there would be flat increase in state aid. He said that the preschool expansion for next year was also discussed and everyone seems to think that this program will be pushed back. Mrs. McNeil said that with regard to the audit report, she had spoken to Ms. Dunn regarding the second paragraph on page 7 in the Management Report. She questioned the wording as it sent up a "red flag" to her. Ms. Dunn said that the district has a fund accounting system that provides for the oversight of this item and this is wording that probably has been in the CAFR for years and no one every picked it up before. She said that the audit report has already been submitted to the New Jersey Department of Education but she said that she would mention this to Suplee, Clooney. Mrs. McNeil said that Mr. Tatum's name was omitted from the Roster of Officials that was included in the audit report. Mrs. McNeil stated that besides those two items, the rest of the report was great and she congratulated Ms. Dunn. Mrs. Gaglione said she thought the report was great also especially in view of individuals who were constantly repeating incorrect accounting practices last year and she felt they had really "cleaned up their acts". Ms. Dunn said that she wanted to comment on the finding which although it was minimal but there was an expenditure that did not have administrative approval and although the expenditure was approved by the board, there was not a signed approval in the work papers. She said that, unfortunately, the person who was responsible for the books is no longer with us. Ms. Dunn said that everything has been remedied.

OPERATIONS COMMITTEE:

Mr. Ruhl presented the operations committee agenda. He asked for a clarification on resolution O-7 which dealt with an Interlocal Service Agreement with the Township for the purchase of common resources. Mr. Damato said that the Township called a few months ago seeking to purchase two school buses that were no longer able to be used to transport school children and it was decided that the buses would be given to the Township in exchange for a supply of salt for use in the winter months and use of the Township's leaf collector. He said that an

agreement was worked out. Mr. Ruhl said that there some issues about the access by the board of education to the salt supply. Mr. Magliacano said that the access was listed in the agreement. Mr. Damato said that there will also be a modification of another Interlocal Services Agreement will be put on the agenda for next week regarding public relations services. He said that Ms. Durso was not provided an increase in the original agreement as she was promised. Dr. Jakubowski said that the Township picks up all of Ms. Durso's health benefit costs and the board of education pays for one-half of her salary. Mr. Helmstetter asked whether with the new regulations this was an approved expense. Ms. Dunn said that the clause in the regulations originally said that a district could not have an individual to perform public relations but the new regulations pushed the burden of public relations to the Superintendent, the Assistant Superintendent and the Business Administrator and it stated that no more than fifty percent (50%) of their time could be used for public relations purposes. She said that to put it bluntly, the district is okay with this agreement with the Township. Mrs. Gaglione asked if Ms. Durso was doing things as she had not seen her name much in the past year. Dr. Jakubowski said that Ms. Durso has worked quite a bit to get articles in the newspaper and has been working with Mr. Capodice at the CAST studio. He said that Ms. Durso also buffers a lot of things that would be a lot worse if she didn't make some calls. Ms. Dunn said that with regard to resolution O-5, earlier this year the board awarded a contract to Potter Architects for additions and alterations to the administration building in the amount of \$248,000 based upon the original anticipation of an expenditure of \$4.3 million. She requested that resolution O-5 be pulled and not voted upon next week so that it can be reviewed with Mr. Potter. Ms. Dunn said that there have been payments made to Potter Architects on the original contract. Mrs. Gaglione asked if the board would just go back to the original contract and amend the dollar amount. Ms. Dunn said that she would have to look at the scope of work that was contained in that original contract. Dr. Jakubowski said that the board has had so many different plans for the administration building. Mrs. Gaglione asked when a new resolution would be put on the agenda. Ms. Dunn said she hoped it would be put on for next week's meeting however, the latest would be in December. Mrs. Gaglione said that she did not want to delay this too long because then there would be a delay in the getting the project going. Ms. Dunn said that Potter Architects has never slowed up on their dedication to the district because the board did not approve a proposal. She said that working with Potter Architects over the years, they are very diligent and cognizant of what the requirements are and what paperwork needs to be prepared. Mr. Ruhl said that he would not be able to attend next weeks meeting and Mr. Abraham would be presenting the operations resolutions. Dr. Jakubowski said that in his Hotline, he indicated that the football team would be playing Elizabeth on Saturday afternoon and other towns had reached out to the district to use the football field. He said that he, Mr. Magliacano and Mr. Parsons had a conference call and the rental fee

for use of the football field was increased. He said that about ten minutes after he transmitted his Hotline to the board, Mr. Parsons called to indicate that the football team really wanted to play on Friday night. Dr. Jakubowski said that moving the game to Friday night served two purposes, it eliminated one group from being able to use the field on Friday night and it allowed Springfield to use the field on Saturday afternoon. Mr. Ruhl asked for an update on the progress of the Livingston School Tot Lot and the drainage project. Mr. Magliacano said that this would be separated into two contracts. He said that the rubberized surface for the Tot Lot is under State Contract and he has a one quote for the retaining wall and he is in the process of soliciting a second quote. Mr. Magliacano said that as soon as this is complete, the district will be able to move forward on the projects. Mr. Ruhl asked if there was a timeframe in place for completion of these projects as he has been getting many inquiries from the PTA. Mr. Magliacano said that right now the weather may be starting to become a factor. He said that he has had difficulty getting quotes. Mr. Magliacano said that the drainage work will be completed by the weekend, the downspouts have all been redone and the macadam will be resurfaced. Mr. Ruhl asked how the district made out with the parking lot sink hole. Mr. Magliacano said that he had two offers through Potter Architects which he is in the process of reviewing them. He said that there is a possibility there is contingency money in the cul-de-sac project to cover the repair so that no additional money will be spent. Mr. Magliacano said that the holes have been temporarily filled but he was not sure how long it would last. Mrs. Gaglione asked about the signs that were to be posted on the football field. Mr. Magliacano said that he was still waiting for the Code to be put on one set of signs and then they can be prepared. Mrs. Gaglione asked about the signs that were to be posted at the Field House. Mr. Damato said that the signs for the football field are complete but there is a problem with the signs that are to be posted at the Field House. He said he thought the Township will have to adopt an ordinance prohibiting parking at that location or on public property, in general because there is a statute that prevents private individuals from parking on private property but there is no statute that prevents parking on public property such as a parking lot. Mr. Damato said that he is looking for a municipal ordinance to cover this situation but from what he could see, there is no general ordinance that covers individuals parking on public property. He thought that he may have to ask the Township to adopt an ordinance for the Field House location or for all school locations to say "no parking between the hours of 8 p.m. and 6 a.m." Mr. Magliacano said that he did not want people parking in that lot at any time. Mr. Damato said that "permit parking" could be indicated but either the Board of Education or the Township will have to take action.

PERSONNEL COMMITTEE:

Mr. Manochio said that the committee met with the Superintendent earlier in the evening. He presented the personnel committee agenda. Mr. Manochio asked if the two agencies listed in resolutions P-10 and P-11 provide the same services. Ms. Dunn said that these are two agencies that the district has been used in past years and they both provide bedside services for homebound students. Ms. Dunn said that on resolution P-6, the amount of staffing has been decreased for IDEIA by \$ 95,000 because the monies have been allocated toward other services. She said that this means the district's general fund is carrying the extra expenses. Dr. Jakubowski said that there will be several additions to the personnel agenda for next week's meeting.

Mrs. Gaglione asked Mrs. Salazar to give a report on the Technology Committee which took place earlier in the evening. Mrs. Salazar stated that she met with the Technology Department and the issue of the security cameras was discussed. She said that they are still not working and that Mrs. Hart would be meeting with Promedia to see if this problem could be solved. Mrs. Salazar did not know if it was a mechanical problem or a warranty problem. She said that Mrs. Hart would be meeting with Promedia next Tuesday and she would get back to the board. Mrs. Salazar stated that Mr. Peins would be working with on the security camera problem. She said that computers for all third and fourth grade classrooms was also discussed. Mrs. Salazar said that the SuccessMaker program is being used in all of the schools. She also stated that a computerized system for preparation of report cards is also being implemented. Dr. Jakubowski said that the computerized report card system was piloted last year at Hannah Caldwell and Washington Schools. He said that all of the elementary schools hope to use this system in November. Dr. Jakubowski said that an issue arose as to could anyone go into the computer to enter grades. He said right now only the classroom teacher has access to enter student grades. Dr. Jakubowski said that he would like the system to allow the art teacher, the music teacher, etc. could go into the computer and enter the students' grades. He said right now, those grades are being transferred to the classroom teacher who is inputting the grades. Dr. Jakubowski said that it was hoped that Mr. Peins could get involved with the security cameras because he had done such a great job with the telephone system installation. He said that Mrs. Hart also interviewed another individual who would be a "systems person", to take care of the servers. Dr. Jakubowski said that Mrs. Hart would be speaking to various vendors and then come back to the board with a recommendation. He said that compared to last year, he felt that there have been very few problems with computers in the schools this year and he said that he gave most of the credit to Mr. Peins, who is doing a great job. Dr. Jakubowski said that the district had to make a decision as

to whether to have an outside vendor to be "on call" for systems problems, which would require the district to go out to bid as this is not a professional service, should the district hire another person for this purpose or should Mr. Peins' role be expanded. He said from a positive point of view, the IT department is not getting the calls it got last year from frustrated teachers because computers were "down". Dr. Jakubowski said that the schools now know the chain of command and if there is a problem, they are to contact Mrs. Hart and she filters the jobs out to the members of the IT department. He said that Mrs. Hart is still feeling her way but she is a very hard worker. Dr. Jakubowski said that the priority right now is the security cameras. He said that he knew PMK was the engineer for the security cameras, but he wanted to know who installed the cameras. Ms. Dunn said that Nexus did the installation. Mr. Manochio wanted to know who did the wiring. Mr. Tatum said that Promedia did that job. Mrs. Dunn said that Nexus received the bid award but Nexus is a conglomerate and they subcontract to different vendors. She said that Promedia had nothing to do with the cameras. Mrs. Gaglione asked Mrs. Salazar if the Technology Department would be getting back to her regarding the security cameras so that she could report back to the board. Mrs. Salazar said that the meeting would be next Tuesday and she would update the board. Mr. Helmstetter said that this issue was also discussed in the fiscal committee meeting in the event that more money is needed to correct the security camera problem.

MRS. SALAZAR EXITED THE MEETING AT 7:50 P.M.

APPROVAL OF BILLS

Mrs. Gaglione stated that the board would approve the payment of the bills at the regular meeting next week.

UNFINISHED BUSINESS

Mr. Helmstetter said that the board had previously discussed the possibility of the district starting an in-house aftercare program. He wanted to know what the status was. Dr. Jakubowski said that he would have a recommendation to the board at the February planning session. He said that he would have information on what the program would cost, how much the district would charge parents for the service, etc. Mr. Helmstetter asked if there was staff interest to run the program. Dr. Jakubowski said that there were many classroom assistants who were interested in participating in the program. He said that this program would certainly generate revenue and income. Dr. Jakubowski said that when he met with the building principals next month he would have them get information on how many students in their building participate in the YMCA program. He was trying not to contact the YMCA before he had everything in place. Mr. Helmstetter asked when the contract with the YMCA ended. Mr. Damato said that it expired on June 30, 2009.

Mr. Figueiredo asked when the credit card payment program for school lunches would be put in place. Ms. Dunn said that she and Mr. Vieira have been trying to contact the vendor for two weeks. She said that she did find out at the school boards convention that not only can this program be utilized for the cafeteria service but it can be extended to parents for payments of book fines, missing textbooks and other payments throughout the district in the future. Ms. Dunn said that this would allow parents to pay for things with their credit or debit card rather than sending a check or cash to school. Mr. Figueiredo asked if this vendor was separate from ARAMARK. Ms. Dunn said that this is a "pay for it" service where the district would set up an account for payments to the cafeteria but in the future if there are other types of payments that the district wants to accept, the type of payment would be designated and the parent would be able to access their student's account.

Dr. Jakubowski said that he met with Mrs. Ferrara, who works in the volunteer office at Union High School and has taken care of the Senior Gold Cards and the 50 Year Alumni reception. He said that he was not sure if the district was going to continue with the Gold Card program; he said that this costs the district about \$500. Dr. Jakubowski said that he did not know what the district was going to do for the Class of 1959. He said that last year the district spent about \$6,000 for the reception which included the gold diplomas, the catered food, the flowers and the cost of the invitations. Dr. Jakubowski said that Mrs. Ferrara has approximately 420 names of people from the Class of 1959. He said that this year the Class of 1959 is not having their 50th reunion dinner the weekend of graduation but their dinner is scheduled in October of 2009. Dr. Jakubowski said that the odds of as many people who have come in the past attending is probably slim. He said the question is not the money needed to fund the event but does the district continue to have this reception. He said that it could be listed as part of the graduation festivities at the high school. Ms. Dunn said that an event such as this is a "prohibited" expenditure in the new regulations. Dr. Jakubowski said that the board had to decide whether to go ahead with this quickly because if the district is going to do it, the preparations must get started very soon. Ms. Dunn said that under the new regulations there is accountability and transparency. She said that not only does the district have to adhere to travel maximums, but in the new budget even field trips will have an aggregate maximum and there will also have to be a per student award and recognition maximum. Ms. Dunn said that she has a document in her office that addresses this type of expenditure. She said that the Department of Education has come out with a document that specifically says that these expenditures, whether it be for graduation, honorariums, etc. some are totally disallowed under the regulations but others must be kept to a minimum amount. Ms. Dunn said that she and Dr. Jakubowski have discussed whether the

expense for the 50th reunion could be coordinated with the district's regular graduation expense. Mr. Manochio asked if the 12th graders raise money for graduation. Dr. Jakubowski said that they do raise money for other things but they do not contribute to their graduation. Mr. Manochio asked about PTA. Mr. Helmstetter said that the PTA contributes all of their funds for scholarships to the graduating seniors. Mr. Manochio asked if there was another account where the money could be taken from. Ms. Dunn said that it is not the account but the regulations indicated that boards of education cannot honor particular types of dignitaries and cannot spend taxpayer money to pay for these types of expenditures. Dr. Jakubowski said that there were complaints made that the district did not do anything for those individuals who retired last year and the question becomes since the district is not having a reception for those individuals who are retiring other than them being recognized at the June board meeting. He did not know if the district should continue to spend money for the individuals who graduated 50 years ago and not have anything for those individuals who are working in the district now. Ms. Dunn said that regardless of the budget line the money comes from, the regulation states that "a dignitary means a notable or prominent public figure, a high level official, or one who holds a position of honor and "activities means events or functions provided or held for the benefit of students, dignitaries or other non-district employees." "Allowable expenditures are reasonable costs, light meals, etc. and all reasonable costs directly related to activities involving dignitaries and other non-district employees including light meals and refreshments, and any other directly related expense. It is expected that expenditures for this purpose will be minimal and infrequent." She said that technically, the retirees are not dignitaries and the expense is prohibited. Ms. Dunn said that the regulation goes on to say . . . "pursuant to N.J.S.A. 18A:11-12 and the State of New Jersey Department of Treasury Office and Management and Circulars, etc., the following costs shall not be permitted using public funding receptions, dinners or other social functions held for or honoring any employee or group of employees of the district, retirement, awards, appointments or recognitions, meals or refreshments served to guests at any athletic event or other games . . ." Mr. Manochio asked what the definition of a dignitary was. Ms. Dunn said that a dignitary was a notable or prominent public figure, a high level official, or one who holds a position of honor. Mr. Damato said that a position of honor could be anything. Mr. Helmstetter stated that the bottom line was did the board want to continue doing this. Dr. Jakubowski said that the regulation is very clear that the district cannot honor its retirees. He asked the board if they wanted Ms. Dunn to pursue the 50th alumni reception and see if there was a way we could continue to do it. Mrs. Gaglione stated that if the expense was against the code, she did not think the board should continue to do it; however, if the graduating class is coordinating the effort the district would not have the expense of the invitations. Mrs. McNeil agreed that if the expense was against code, the district

should not continue to have this reception; however, if the group wants to tour the school, perhaps an arrangement could be made for that. Mr. Manochio thought that if the individuals did not receive an invitation, they would not attend. He thought that the board should pursue the options to see if this reception could be continued. Mr. Abraham thought that it was a crying shame that we have politicians who are dictating and picking on school boards for picayune things and they cannot even take care of their own house. He said that the board should "thumb its noses" at the law and the board should continue to do what it has been doing. Mr. Figueiredo said he first thought it was a good idea to continue with the 50th alumni reception but when the district cannot honor employees who have given service to our children; twenty plus years and the board cannot give them anything. He had very mixed feelings about the situation. Mr. Figueiredo hated to see the reception go by the wayside, but he really hated seeing the teachers not being recognized. He said his priority was to take care of the teachers first. Mr. Ruhl said that unfortunately the district has regulations that it has to follow, but he thought if a loophole could be found, he felt the practice should be continued. Mr. Helmstetter thought that the 50th alumni should be honored and if it could be connected with the high school graduation in some way he was for it. Mr. Damato said that the district had a similar situation with at the new teachers' meetings and he reached out to some individuals to ask if they would sponsor the meetings and they did it. Dr. Jakubowski said that providing the food was the biggest part of the expense for the reception and if the board could get some outside individuals to donate, maybe the reception could be continued for at least one more year. Ms. Dunn said that the district is going on sixty years with ARAMARK and maybe something could be worked out with them. Mr. Abraham said he did not want the board to think that he did not care about the teachers with his earlier statement. He thought it was a shame that the district could not do something for the teachers who have served the district for so many years.

NEW BUSINESS

Mr. Abraham wanted to congratulate Ms. Dunn for being honored as the Business Administrator of the Year and Dr. Jakubowski who was recognized as the Central Region Superintendent of the Year. He said it was very nice to see them both get their awards.

Mr. Abraham also wanted to remind the board that Thursday, Friday and Saturday night of next week at 8 p.m. and Sunday at 2 p.m., the Union High School Performing Arts Company will be performing a French comedy called "A Flea in Her Ear". He urged all board members to attend a performance.

Dr. Jakubowski asked Ms. Dunn if she had shared with the board members what they needed to submit to get reimbursement for convention expenses. Ms. Dunn said that board members who were seeking reimbursement had to submit a post trip report together with a copy of the hotel bill. She said that she would be sending board members a voucher to sign and return. Ms. Dunn said that if the paperwork was submitted by Friday, check would be ready for the next week. Mrs. Gaglione asked if the voucher would include all expenses. Ms. Dunn said that the post trip report and the hotel bill proves to the district that the individual attended the convention.

Dr. Jakubowski said that the exam scheduled for the first semester has been changed at Union High School. He said that Mr. Gibbons had come to him at the end of last year and he was concerned with all of the free time with the old schedule. Dr. Jakubowski said it was Mr. Gibbons' first recommendation was that everyone in the school would take English on the same day, etc. He said that although many districts do it that way, he did not believe the district was ready to try it that way right now. Dr. Jakubowski said that teachers were concerned in doing it that way the teachers would not be giving the exam to their own students as the exams would be given in the homeroom. He said that the new schedule eliminates homeroom and other times when students who do not have an exam are walking around the building. Dr. Jakubowski said that there is also a discussion about changing the high school to marking periods instead of two semesters. He said that Mr. Gibbons likes the concept of the marking periods. Dr. Jakubowski said he had an idea about the exam schedule and maybe it could be piloted at the end of the year when there are half days and no lunch schedule in place.

Dr. Jakubowski said that he attended the induction of the World Language Honor Society today. He said that he represented the central office and there were many students inducted and the ceremony was very nice. Dr. Jakubowski said he wanted to compliment the foreign language teachers at the high school. He said that when he was at the high school a teacher who had complained about lack of security at the high school last year told him that she was wrong and once she got to understand who Mr. Gibbons was, she realized that she was wrong. Dr. Jakubowski distributed a sheet which contained discipline trends from last year to this year. He said that discipline for the first two months of this year as well as Saturday detentions and violent suspensions are down from last year. Dr. Jakubowski said that he was on top of the Halloween situation in the district and he thought everything went smoothly. He said that he had also attended the football game on Friday evening but there were very few people at the game and there were no problems. He said that the Elizabeth game would be going on this

coming Friday night. Dr. Jakubowski said that there will be security people on board and he has asked Mr. Magliacano to reach out to the police department. He anticipated a large crowd. Dr. Jakubowski spoke about some disturbance which had occurred at a prior football game. He said that he had spoken to Mr. Parsons regarding this issue and he was informed that this was a dispute between two students, one of whom no longer lives in the district. Mrs. McNeil asked regarding security at the football games, if there would be security in the stands and around the grounds. Dr. Jakubowski said that there are not as many individuals interested in working security as in past years. He said that the Township Police Offices are also not signing up for security jobs like they used to and when Mr. Magliacano calls the Town and asks for eight police officers, maybe two sign up. Dr. Jakubowski said he did speak to Mr. Parsons about the security procedures and where he expected security to be. Mrs. Gaglione thought the problem occurred because there were crowds of individuals standing in the walkways. She said that the security people, in her opinion, were not where they were supposed to be. Mr. Figueiredo said that he attended the game and there were no security people in the stands. He said that it was up to one of the band parents to clear a path so that the band members could return to their seats. Mr. Ruhl said that the security people congregate and are not spread out among the crowd. Mr. Figueiredo asked what happened with the field lights at the last game. Dr. Jakubowski stated that the timers were not set correctly. Mr. Figueiredo said that this caused some concern among individuals who were sitting near him in the stands. Dr. Jakubowski said that he would speak to Mr. Parsons again about who manages the security monitors at the games. He said that Mr. Parsons had told him that he was the site manager but since Mr. Parsons is on the field watching the game, he was distracted about what was going on in the stands.

Mrs. Gaglione said that when you walk into Franklin School front door the ceilings are open or have been ruined. Mr. Magliacano questioned if she was talking about the main lobby. Mrs. Gaglione said she was advised that there was a problem in the main lobby with the ceiling and she wanted to know if this problem had been fixed. Mr. Magliacano said he was not aware of any problem and he had not heard from Mr. Lowrey or the head custodian at that building. Dr. Jakubowski asked Mr. Magliacano to go to Franklin School tomorrow to see if there was a problem.

Mr. Manochio said that it was brought to his attention that the flagpole in front of Connecticut Farms School was in deplorable condition. He asked if the flagpole was supposed to be painted by the custodians. Mr. Magliacano said that the flagpole was either stainless steel or painted.

Mr. Figueiredo brought up the subject of a memorandum sent to the board by Mr. Damato regarding a bridge on Route 22 at Chestnut Street. Mr. Damato said that the project would not begin for approximately four or five years. He said the plan was to replace the bridge that carries Route 22 traffic over Chestnut Street. Mr. Damato said the plan was to build two outer lanes around the bridge and take the old bridge down. He said that there is an issue regarding a residential house which sits right next to Route 22. Mr. Ruhl said he noticed a surveying crew at the site the other day. Mr. Damato said that it is believed the house was previously moved from its original site so when the site is excavated they may discover things from the Revolutionary War.

Dr. Jakubowski said that last month his principals' meeting was held at Liberty Hall and this month he was planning to have his supervisors' meeting at that site. He said that he was trying to work out a deal with Liberty Hall where the district pays a fee which would provide each student in the district with a yearlong pass to allow them to visit Liberty Hall at anytime. Dr. Jakubowski thought this would bring more visitors to Liberty Hall throughout the year.

COMMENTS FROM THE PUBLIC

Ms. Hall thought that perhaps Student Council or one of the other student groups could get involved with the 50th alumni reception and allow it to become a student based program. She did not know if this would eliminate costs to the district but it would definitely cut costs in a big way. Ms. Hall said that she had an event coming up with Professional Association for School Counselors in February in Atlantic City. She said that she was only reimbursed for the conference registration and not for her hotel expense last year. Ms. Hall asked if she would be able to request reimbursement for the hotel expense this year. Ms. Dunn said that if Ms. Hall's professional association is having a conference in Atlantic City, the Association should have petitioned the Commissioner of Education for a waiver for individuals to (1) have the conference and (2) for having overnight stays allowable. She said that if has not be obtained, there is no overnight travel for that conference or per diem reimbursement, at all and possibly only travel allowance for those attending in access of 50 miles. She said that the Commissioner is very clear and Ms. Hall could check on the website to get clarification on this issue. Ms. Dunn said that if the Association has applied for a waiver it should have received a letter from the Commissioner which dictates what is allowed and what is not allowed. Dr. Jakubowski stated that the NJASA has sponsored Techbo for about 15 years in January; he said that they have three year contracts with vendors. He said that NJASA has applied to the Commissioner of Education for a waiver three times and the Commissioner has said, "no". Dr. Jakubowski said that he has reached out to politicians saying that it is ridiculous as this is something that NJASA

has run every year for many years and several hundred people attend this event. Ms. Dunn said that it is not that the Commissioner is saying that the event cannot take place but that the people participating in the conference do not get any type of overnight or travel allowance. She said that this stems from the fact that the Commissioner had a conference in Washington, D.C. last year with other Commissioners of Education from throughout the country and she, had to take the train down to Washington in the morning and home at night because she was not allowed to stay overnight.

Ms. Hall said that there was a request by the professional development committee for a course to be offered called "A Taste of Marshall Arts". She said that the committee wanted to find out if there had been a decision regarding this issue. Dr. Jakubowski said that he would get the details of this course and share it with the board in his Hotline over the weekend. He remembered discussing the matter briefly and he thought there were insurance issues involved.

MOTION FOR EXECUTIVE SESSION

Moved by Mrs. McNeil, seconded by Mr. Helmstetter that the Board go into Executive Session to discuss labor negotiations 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. All present voting yes.

The board returned to public session at 9:30 p.m.

MOTION TO ADJOURN

There being no further business before the board, it was moved by Mr. Helmstetter, seconded by Mr. Ruhl that the meeting be adjourned. All present voting yes.

Respectfully submitted

JAMES J. DAMATO
BOARD SECRETARY

