

**UNION TOWNSHIP BOARD OF EDUCATION
WORKSESSION MINUTES - NOVEMBER 13, 2007**

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

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

ABSENT AT ROLL CALL: Mr. Francis Perkins

The meeting was called to order by Mr. Abraham at 7:00 p.m. Mrs. Lombardi 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

APPROVAL OF MINUTES:

Mr. Abraham asked each board member to review the minutes of the Worksession and Executive Session of October 9, 2007 and the Regular Meeting of October 16, 2007 for approval at the regular meeting.

COMMUNICATIONS:

Mr. Damato stated that all communications have been referred to the appropriate committee for action.

EDUCATION/STUDENT DISCIPLINE COMMITTEE

Mrs. McNeil said that the Education/Student Discipline Committee met and Sandra Mangarella, Staff Development Coordinator, gave a presentation to the committee regarding staff development, the new teacher mentoring program and grant writing. Mr. Figueiredo distributed a packet of information which Ms. Mangarella had given to the committee (a copy of which is attached to these minutes). Ms. Mangarella stated that she wanted the board to be aware that Mrs. Devereaux had taken her grant writing class and has written a grant proposal which has been submitted. Mrs. McNeil stated that Ms. Mangarella also discussed a draft proposal regarding Communities in Schools, Township of Union LOVES Us. Mrs. McNeil said that Mrs. Mangarella is trying to find other avenues to raise funds for the district's schools from companies in the community and she listed the procedures which she will use to go about doing it. Mrs. McNeil said that Ms.

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Mangarella's goal is to begin this program in March or April of 2008 if the board approves it. Mr. Figueiredo said that Ms. Mangarella was very energetic and she wanted to get more of the community's businesses involved with the district schools. Mr. Figueiredo said that any funds that are donated by businesses will be turned over to the Education Foundation for disbursement by the Foundation. He hoped that Ms. Mangarella's plan would get some local companies involved. Mr. Figueiredo said that there are some large corporations in the area and it would be great to get them more involved. Mr. Helmstetter asked if there would be a problem with the fundraising that is presently being done by the Education Foundation. Mrs. McNeil said that Ms. Mangarella wants the Education Foundation to be involved in this program and any funds which are raised would go to the Foundation. Mr. Abraham said that if the Education Foundation collects any funds that are raised, would they be responsible to disburse the funds. Mr. Figueiredo said that all funds would be disbursed by the Education Foundation in accordance with their procedures. He said that Ms. Mangarella hoped this program would be a forum to bring people together in the community.

Mrs. McNeil presented the Education/Student Discipline Committee agenda. She asked Dr. Jakubowski to explain resolution E-3. Dr. Jakubowski stated that the Memorandum of Agreement referred to in this resolution was something that was signed each year between the district and law enforcement agencies. He said that it was established in the late 80's and at that time an agreement was made between the Union County Superintendent of Schools and the Prosecutor's Office. Dr. Jakubowski said that he meets each year with the Chief of Police and the Prosecutor to review the agreement and make sure it contains all of the details of what need to be done. For example if a student comes to school with a weapon. He said that there the agreement gets "tweaked" each year but basically, the memorandum has not changed much since the late 80's but it is an agreement which shows that everyone works together. Dr. Jakubowski said that the district has always had a good relationship with the police department. Mr. Manochio asked if there was collaboration with other communities, since the County Prosecutor is involved in this agreement. Dr. Jakubowski asked what Mr. Manochio meant by "collaboration". Mr. Manochio asked if other towns have problems to discuss things that our district might not know about. Dr. Jakubowski said that he does not meet as frequently as he did at one time but the Prosecutor did bring up at the last meeting that maybe there should be more frequent meetings. He said that there are times when Superintendents from other districts call him and ask what is being done regarding a specific issue. Mr. Manochio said he thought that things could be learned by talking to other districts and seeing how they handle certain problems and issues. Dr. Jakubowski commented on events that occurred in the high school of another district in New Jersey. He said that he tries to keep abreast of events that are happening in the Township throughout the school day.

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Dr. Jakubowski said that there was a time when he would have regular meetings with the Chief of Police and others from the Township and he thought that maybe it was time to have these meetings again and include the principals from the high school and the two middle schools. Mr. Ruhl said that Union was one of the few communities in the county that still had the DARE program and he felt that this made a big impact with the students. Dr. Jakubowski said that next week he and Mayor Restivo would be doing an "Our Town" program for Channel 34 to talk about the school district and its relationship with the community. Mr. Ruhl asked if the two students that are being allowed to remain in district to complete the school year reimburse the district for tuition costs. Dr. Jakubowski said that there is a board policy that states "any student that started in the ninth grade in the school district and they get to the senior year, they have the courtesy to finish out the school year." He said that this used to be called "senior privilege" but several years ago the board changed the policy because students were moving into town in junior year and three months later if they moved out of town, they were asking for "senior privilege" and the policy was changed to reflect that the student must have started in the district in the ninth grade and they reached their senior year, they would be allowed to remain in the district if they moved to another town. Dr. Jakubowski said that he also gives this privilege to any student in any graduating class to finish out a school year. He said that when someone asks for the privilege to complete a school year, he will contact the building principal to find out if there are any problems with the particular student before permission to stay is granted.

DISCUSSION ITEMS:

1. Special Education trip to Fairview Environmental Camp – Mrs. Gaglione asked if the \$4400 budgeted for this trip comes out of the regular budget. Mrs. Lombardi said that these funds come out of the high school budget. Dr. Jakubowski said that this group has been going on this trip forever.
2. FBLA State Leadership Conference
3. UHS Ski Club trip to Lake Placid – Mrs. McNeil asked if there have been any problems in the past with Ski Club trips. Dr. Jakubowski said that there has never been a problem on the ski trip.

Dr. Jakubowski stated that there is one more issue he would like to discuss. He stated that in the district's relationship with the New Jersey State Interscholastic Athletic Association (NJSIAA) there is random sampling of students who are involved in State Tournaments. Dr. Jakubowski said that he discussed this matter with Mr. Damato and Mr. Damato stated that he wanted to review this issue a little further. He said that there was an agreement that needed to be approved by the board and returned to the NJSIAA. Dr. Jakubowski said that there are some winter sports going on now that the NJSIAA does random testing of students. Mr. Damato said he had a concern because NJSIAA in prior years used to test immediately after the State Championship event or playoff event at the playoff designated site and

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now they want to test at the district's facility prior to the event. He said that this now brings the Board of Education in to say, either by resolution or policy that this testing is okay. Dr. Jakubowski said that the district has a policy in place which indicates that the district can random test at any time. Mr. Damato stated that there is a "steroid" policy but it has been awhile since he has looked at it. Dr. Jakubowski said that the document from the NJSIAA needs to be signed but it may be necessary for the board to update a policy. He said that he did not want to isolate Union as a district that does not agree with this practice, because he does agree but he thought that Mr. Damato was right and that the board needed to "fine tooth" the policies the district has. Mr. Damato said that it changes the formula a little when NJSIAA asks for the testing to be done in the district. Mr. Ruhl said that he just signed a permission slip for his daughter to play winter sports and he thought maybe there could be a paragraph added on the permission slip that "students may be subject to random testing by NJSIAA" so that it does not become an issue. Mr. Damato thought that the student should also sign a form to this effect also. Dr. Jakubowski said that both the boys' and girls' soccer qualify for the State playoffs which means that at anytime if NJSIAA wanted to randomly test, they could do so. He said that he would call Mr. Bailey from NJSIAA and let him know that the board was looking through its policy and as soon as the board is comfortable approving this, it would be returned. Mr. Damato said that he thought NJSIAA could still test the way they have done in the past if they wanted to test after the event, at the event site because it is a state sanctioned event and NJSIAA has full control over that event. Dr. Jakubowski asked if a playoff game is held at a Union field would they still have control or did the event need to be at a neutral site. Mr. Damato thought that was the difference but from the one paragraph which was sent to the district, he was not sure. Dr. Jakubowski suggested that he and Mr. Damato speak to Mr. Bailey tomorrow. Mr. Abraham asked if the present steroid policy could be sent home to the board to review. Mr. Damato said that when the policy was written it dealt just with steroids and now there are many more "performance enhancing" drugs which can be used. Mr. Manochio asked how the NJSIAA wants to change their testing policy. Mr. Damato said that the NJSIAA used to test after the event, but they want to test a few days before the event. He said that testing after the event was more scientifically accurate because if an individual is tested four days before the event and then they took something in the four days leading up to the event, it would not necessarily be picked up. Mr. Damato said that he thought the Olympics and other organizations test immediately after the event. Dr. Jakubowski said that NJSIAA is doing a "pilot" program and maybe the district can say it is not ready to participate in the "pilot" until it reviews its own policies. He said that he felt that the NJSIAA does try to foster "student" athletes and some of their biggest issues presently are recruiting. Dr. Jakubowski said that public schools do not have the same opportunities to recruit and parochial and private schools absolutely recruit.

FISCAL AND PLANNING COMMITTEE

Mrs. Gaglione presented the Fiscal and Planning Committee agenda. She asked why the board needs to adopt numerous resolutions for NCLB (resolution F-11). Ms. Dunn said that the NCLB grant was approved and it is also necessary for the district to approve the grant and accept the grant and this is a requirement of the grant. Mr. Helmstetter stated that the backup material for resolution F-9 which indicates approval for Mr. Magliacano to attend a conference in Atlantic City and it contains incorrect dates. Ms. Dunn stated that this will be corrected. Mrs. McNeil had a question about something that was contained on page 9 in the Auditors Management Report. She stated that the findings that two schools did not comply with the board policy. Mrs. McNeil said that this was the second year for this finding. Ms. Dunn said that the recommendations for the findings are actually not duplications, they are similar in nature but they are not duplications. She said that if the auditor had duplicated the findings, a State monitor would have had to come to the district. Ms. Dunn said that the findings were modified to state that written approval be obtained; she said that the district's policy requires that certain expenditures over \$100 and certain expenditures over \$1,000 need prior Superintendent approval or Board approval and when you look at the overall expenditures there were one or two on certain accounts. She said on the issue of the refunds requested, the high school student activity account was "writing off" bank charges and they are not supposed to do that. Ms. Dunn said that all the individual would have to do is call the bank and the bank will reverse the charges. She felt that these were minor findings. Dr. Jakubowski said that the student activity account policy was a policy which the district created. He said that he and Ms. Dunn would review the student activity account policy to see if some changes can be made. Dr. Jakubowski said that some of the recommendations are made not because an individual did anything wrong but they are not in accordance with policy that was created by the district. Ms. Dunn said that the \$1,000 expenditure is the resolution which appears on each month's agenda and that was implemented many years ago to make sure that the monies that are being collected for student activities were paid appropriately. Ms. Dunn said that any member of the public can come in and ask to see how any of this money was spent. She said that over the past years the district's bookkeepers have been very good at maintaining and spending the funds appropriately. Ms. Dunn that the findings of the auditor are minimal in nature but they are under Title 18A and they need to be corrected. She said that if the monies raised are placed into the appropriate type of account, the money never goes away and the principals can spend the money on anything they want for the entire school; for example if \$150 is received for the sale of pictures these funds cannot be applied to a 4th grade field trip. Ms. Dunn said that the principals were purchasing trees and shrubbery and equipment which truly should come out of the general fund monies. She said that a policy was implemented that indicated that if a school was going to spend \$100 of this particular money that Dr. Jakubowski's approval was required prior to the expenditure. She said that fir the

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most part this has gone very well but when she looks at the infringements there were only four for all of the ten schools. Ms. Dunn said that she agreed with Dr. Jakubowski that the individuals were not necessarily doing anything wrong but maybe the district has to change the rules. She said that if the funds are in the student activity account, the school is limited in the expenditure but if the funds are put into a special fund, the money will never go away and it can be spent on whatever they want to spend it on. Mr. Manochio asked if student activity money can only be used for instructional activities. Ms. Dunn said that student activity money, according to Title 18A, is money raised for student activities; they are segregated and not included in any general fund budget; however, they are audited. She said that they are garnered under the district's policy and the policy was created to protect students and make sure that the students got the benefit from the monies that were raised. Ms. Dunn said that the policy that was created has greatly improved the oversight of the student activity accounts. She said that she mentioned to the district's administrators at the beginning of the school year that she had learned through her organizations that the biggest theft and fraud that is happening in school districts is the use of student activity money and the non-recording of monies that are received. Ms. Dunn said that all of the schools have been provided with new software for accounting of student activity money. Mr. Manochio stated that most principals had their own washrooms and if a principal wanted to buy a new commode because it was broken, could it be purchased? Dr. Jakubowski said that should not be done. Ms. Dunn said that under the new law, this would be considered a routine maintenance expenditure and the monies would come out of the building budget.

Mr. Manochio asked if an employee wanted to open a 403 Fund, can they select any company or only one that is approved by the district. Ms. Dunn said it could only go to a company that was approved by the district but this will be changing. She said that the ultimate regulations will be changing on January 1, 2009.

DISCUSSION ITEMS:

1. Resolution to restore principle of Majority Rule in the State of NJ as it pertains to Special Budget Questions in School Board Annual Elections – Mrs. Gaglione said that the Ridgewood Board of Education has circulated the resolution and is asking other boards of education to approve it and send it to the Governor. Mr. Abraham asked if the board was in agreement that the resolution be added to next weeks agenda for approval. All board member that were present concurred and it was agreed that the resolution would be added to next week's agenda. Mrs. Gaglione asked if the district will let Ridgewood know that the board is taking this action. Mr. Damato said that he would let them know and also send a copy to NJ School Boards.

OPERATIONS COMMITTEE

Mr. Ruhl said that the Operations Committee met and he presented the agenda that was discussed. Mr. Abraham stated that there were particular phones that were ordered or were recommended by the vendor and the district ended up having to change some of the handsets. Mr. Damato said that he has spoken to Mr. Endrzejewski and apparently when the installation was being done there were a number of locations that did not allow all functions of the new phone system to work with the original handsets that were purchased. He said that this called for an upgrade of some phones. Mr. Damato said that the district did get a full credit for the handsets that were not being used, even though the packages were opened, and the district was able to get the price that was specified in the original proposal for the upgraded handset. He said that he thought this was a fair proposal and it makes the system work well and the individuals that are using the new system are much happier because they have the features that they thought they were going to get. Mr. Abraham asked if the district was still in the basic timeframe for full operation of the system by January. Mr. Tatum said that unfortunately every time he hears a timeline it has been readjusted again because of some type of delay with other parties that are involved such as Comcast as well as Verizon. He did not understand why it has taken the length of time that it has taken. Dr. Jakubowski said that he has spoken to Mr. Tatum and if within several weeks if he still sees that there are delays, he would arrange a meeting with everyone involved and find out from the other parties why there are delays. Mr. Abraham asked that if there was such a meeting, that the chairperson of the Technology Committee be included. Mr. Helmstetter asked what was happening with the renovation of the back of Hannah Caldwell. Mr. Damato said that Dr. Jakubowski and he had gone over the plans and during that time it was realized that one of the problems is employee parking and due to the fact that there are so many visitors to the administration offices, it would be very difficult to have individuals park in the main parking lot and walk over to the other side of the building. He said one of the options is to put an off-sight parking lot right off of Hendricks Drive which would abut the building. Mr. Damato said he thought that such a parking area would accommodate 30 to 35 spaces. He said that he has asked Mr. Potter to come up with a circulation plan to show how that flow would go. Mr. Damato said that another thing that was going to add to the project was to get Township approval. He said that the circulation plan was to build a cul-de-sac at the end of Hendricks Drive but the Township does not want traffic to go from Hendricks Drive into the parking lot of the school and vice versa and in order to open the street, the district will probably have to build a curbed cul-de-sac. Mr. Damato said that now he is going through those calculations to try to find out what the cost will be and what the plan will look like and at least in concept, Dr. Jakubowski will meet with representatives of the Township to see if it can be approved. Mr. Damato said that he has met with the Township Engineer and the

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engineer asked that a sketch of the plan be prepared. He said that he spoke to Mr. Potter to ask him to prepare such a sketch. Dr. Jakubowski said that when the Deron School was opening there was a plan at that time and it was proposed that 1/3 of the cost be paid by Deron School, 1/3 be paid the Board of Education and 1/3 be paid by the Township and he believed that the Chief of Police put the "kibosh" on it. Mr. Damato said that when the site plan was done for Hannah Caldwell School, it was done by T&M, which is the Township Engineer. Dr. Jakubowski said the Township does not want the district to open up the parking lot as a "through" street and that probably makes sense. He said that he was trying to get the issue resolved. Mr. Helmstetter asked if the street and parking issue were independent of the actual renovation of the building and why couldn't the building part be started. He asked if it will be two separate bids or all one bid for all of the work. Mr. Damato said it was one bid for all of the work. He said that there could be a bid for the five "primes" or it can be bid all as one. Mr. Damato said it would be easier to bid the job as one. Mr. Damato said he thought that within the next couple of weeks the district should have a plan and a meeting with the Township can be arranged. Dr. Jakubowski said he thought the Township Administrator and the Assistant Township Administrator were very receptive to the plan and Mr. Damato agreed. Mr. Manochio said that the Chief of Police was against the plan last time and he wanted to know that made Dr. Jakubowski think he was going to change his mind. Dr. Jakubowski said he was not so sure it matters now because of everything else that is going on in the Township. Mr. Ruhl said that this is an existing structure but sometime the usage of a particular building is dependent on the number of parking spaces. He wanted to know if this is a problem that the board will face. Mr. Damato said that there were be adequate parking if the main lot is used. Mr. Ruhl asked if the planning board could say the project cannot be done because of insufficient parking. Mr. Damato said that planning board approval is not necessary. Dr. Jakubowski said that when parents are dropping off pre-k students they can only pull in off of Commerce Avenue and then must make a k-turn to exit out to Commerce Avenue. He said that the district has also argued that if the cul-de-sac location were moved further back, the lot could be opened up and it could be one way in from Hendricks Drive and out onto Commerce Avenue. Dr. Jakubowski said that the buses would be able to drop off right in front of the door and there is no logical reason why anyone would not accept the plan. Mr. Manochio asked if the distance from the main parking lot was that far. Mr. Damato said it was a distance. Dr. Jakubowski said there are issues because right now the Recreation Department chooses to pull in there to park and he was concerned that someday, someone was going to get hit even though those individuals are very careful.

PERSONNEL COMMITTEE

Mr. Manochio said that the Personnel Committee met this evening and he presented the agenda. Dr. Jakubowski said that there was going to be an addition to personnel resolution P-1 to indicate that Nicole Ahern was being transferred from Livingston School to Hannah Caldwell as the new interventionist to replace Mrs. Titmus who is on maternity leave. He said that there is no change in salary. Dr. Jakubowski said that right now there is a student teacher who is taking over for Mrs. Ahern and there is a classroom assistant in the building who has a substitute certification who will take over if the student teacher is absent. He said that he was not sure when Mrs. Titmus would be coming back. Dr. Jakubowski indicated that Mrs. Ahern has been hired as an interventionist and when Mrs. Titmus returns, Mrs. Ahern would be reassigned to Livingston School and the interventionist that was traveling between Livingston and Washington Schools would be assigned to Washington School. He said that with the needs and challenges that the schools now face, each school needs a full-time interventionist. Mrs. Lombardi said that she would also be putting some additional names for consideration under resolution P-11 and they would be included in the Friday packet.

TECHNOLOGY COMMITTEE

DISCUSSION ITEMS:

1. Personnel and Organization - Mr. Helmstetter said that there have been many discussions with the problems the district is having with computers and the lack of individuals in the IT department to get them up and running. He said that it has been discussed that every school have a representative called the Building Technology Representative that would be able to troubleshoot minor problems at the school level and follow up with items that must be brought to the Technology Department. Mr. Helmstetter said he did not know if there would be a stipend offered for this position as it may have to be a negotiated item; however, it was discussed that the position be posted for and see who applies without having to have the actual stipend in place. He said that the Technology Committee really would like to create the position so that the posting could be sent out and then Dr. Jakubowski can negotiate it at the time of contract negotiations. Mr. Abraham asked if the position had to be posted for. Dr. Jakubowski said that the district posts for all clubs, activities, etc., whether it is the same people, year in and year out, they are all posted for. He said that not to post the for the first time is opening the board up for the Association to file a grievance and since negotiations will be beginning soon, he did not want problems with negotiations over something like this. Dr. Jakubowski said if the position is posted and the building principals will be able to see who might be interested. Mr. Ruhl asked who would establish the criteria that this individual must meet in order to fill this position. Dr. Jakubowski stated that a job description has been developed. He said that there

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DISCUSSION ITEMS:

were be a resolution on the regular meeting agenda to create the position. Dr. Jakubowski said that both of the middle school principals were somewhat concerned about the time this position would take and would an individual have the time if they were already teaching six periods. He was not sure what type of stipend would be paid for this position. Mr. Helmstetter said that the district needed to look at the entire technology department and see in what direction it is going. He said that there was a discussion that many teachers do not know how to use a computer. Mrs. Lombardi said that there quite a few after-school workshops available from now until May that teachers may attend. Mrs. Salazar said she thought the reason many teachers did not know how to use a computer was that they did not have a computer available in their classroom to work on it. She also indicated that the new Building Technology Representative would have to coordinate what was needed in their particular school because each school has its own priorities. Mrs. Salazar said that each representative should forward an analysis to the coordinator of the technology department and there should be a written plan developed for each school.

APPROVAL OF BILLS

Mr. Abraham stated that the board would be asked to approve payment of bills at the regular meeting next week

UNFINISHED BUSINESS

Mr. Manochio said that the marching band competed several Sundays ago. He wanted to know how the band did. Mr. Figueiredo said that the band did score first place in music and second place overall in the regionals the week prior to this competition but they did not do as well in that competition.

UNFINISHED BUSINESS

Dr. Jakubowski said that each board member received a letter from him including a copy of a letter sent home to all parents regarding MRSA. He said that the student who was thought to have the infection at Battle Hill School did not have it. Dr. Jakubowski said that there have been no cases of the infection in Union to date that he is aware of.

Dr. Jakubowski stated that there was a dance at the high school last Monday evening; students were allowed to bring outside guests and there were no incidents. He said it was refreshing that administrators do show up for the events. Mrs. Gaglione stated that her son wanted to attend the dance but could not get a ticket. Dr. Jakubowski stated that all of the tickets had been sold. Mr. Figueiredo

UNFINISHED BUSINESS

thought that maybe outside guests should not be allowed to attend because students from the high school were not able to purchase tickets. Dr. Jakubowski said that he would speak to Mr. Gibbons about that. Mrs. Gaglione said that maybe the way the tickets were sold should also be reviewed. She said that the tickets were supposed to be sold at lunch and the ticket sellers were not keeping track if students buying tickets were actually at lunch. Dr. Jakubowski said he was glad the board members were sharing experiences with him. He said, in general, it was a very good evening. Dr. Jakubowski said that the Student Council and the Senior Class at the high school have worked very hard to bring school spirit back to Union High School. He said he did agree that it was not right for outsiders to be able to attend the dance when students from the high school could not get tickets. Mr. Figueiredo said that even the homecoming football game was a great success.

Mr. Abraham asked if there are any preventative measures being taken with regard to the MRSA infection. Dr. Jakubowski said that more soap dispensers have been ordered to be installed. He said that Mr. Magliacano met with the janitors to see where the ideal places to install these soap dispensers would be. Dr. Jakubowski said that new dispensers are also being put in schools where dispensers were not operational. Mr. Abraham said at the last meeting he had asked for an update to be given by Mr. Gibbons as to how the Assistant Principals have been working out. Dr. Jakubowski said that he had forgotten to ask Mr. Gibbons to come to the meeting tonight but he would ask him to attend the regular meeting next week.

NEW BUSINESS

Mrs. McNeil asked if the monies that the district is receiving from the sale of Channel One would affect next year's budget and what fund account would the money be deposited in. Mr. Damato said that months before the sale took place, Ms. Dunn, Mr. Vieira and he talked to the auditors about these funds. He said that the money has been deposited in the district's enterprise fund and it will not be used in the excess surplus calculations for next year's budget. Dr. Jakubowski said that these funds will have no effect on the budget at all. He said that when the time to use these monies gets closer, Ms. Dunn will spend some time explaining it to the board. Dr. Jakubowski said he did not think the board would be discussing this issue before the February planning session. He said hopefully by then the board will have a much better idea of what is happening on the renovation of the back of Hannah Caldwell. Mr. Figueiredo put in a plug for Union High School Performing Arts who will be presenting *A Christmas Carole* on November 29 and 30; December 1 and 2, 2007. Dr. Jakubowski said that the information would be put on the web page and also on the sign in front of the administration building. Mr. Abraham said that on November 1, 2007 he received word that Judy Axelrod's mother passed away as the result of a lengthy illness and he asked if the board

NEW BUSINESS

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had sent an expression of sympathy to Mrs. Axelrod's family. Mr. Damato said that we needed to wait until the Axelrod's returned from Wisconsin and a sympathy basket had been sent earlier in the day.

COMMENTS FROM THE PUBLIC

Mr. Donnarumma asked what form of fuel the district uses to heat its buildings. Mr. Magliacano said that all buildings are heated with natural gas. Mr. Donnarumma asked how much of an increase the district has seen. Mr. Magliacano stated that the district belongs to a consortium and the district buys natural gas in a group with other districts.

MOTION TO ADJOURN

There being no further business before the board, there was a motion by Mr. Helmstetter, seconded by Mr. Manochio, to adjourn the meeting at 8:30 p.m. All present voting yes.

Respectfully submitted

JAMES J. DAMATO
BOARD SECRETARY