

TO ALL BOARD OF EDUCATION MEMBERS:

The regular meeting of the Board of Education of the Township of Union will be held on Tuesday, November 21, 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, November 21, 2006 at 7 p.m. pursuant to notice sent to each member.

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

ABSENT AT ROLL CALL: Mrs. Judith Axelrod and Mr. Steven Ruhl

Mrs. Gaglione 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.

APPROVAL OF MINUTES:

Moved by Mr. Abraham, seconded by Mrs. McNeil that the minutes of the Worksession of October 10<sup>th</sup>, 2006 and the Executive Session of October 10<sup>th</sup>, 2006 be adopted:

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

Moved by Mr. Abraham, seconded by Mrs. McNeil that the minutes of the Regular meeting of October 17<sup>th</sup>, 2006 be adopted:

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

COMMUNICATIONS:

LETTER OF RESIGNATION – DIXON

Ishwann Q. Dixon, instrumental music teacher at Burnet Middle School, submitted a letter of resignation dated October 10, 2006, effective December 7, 2006.

LETTER OF RESIGNATION – BASKERVILLE-WILLIAMS

Kira Baskerville-Williams, School Social Worker, submitted a letter of resignation dated October 13, 2006, effective December 13, 2006.

LETTER OF RESIGNATION – MARINELLO

Joseph Marinello, custodian at Washington School, submitted a letter of resignation for the purpose of retirement, effective December 1, 2006.

LETTER OF RESIGNATION - WASVARY

James Wasvary, science teacher at Union High School, submitted a letter of resignation, effective November 1, 2006.

REQUEST FOR UNPAID LEAVE OF ABSENCE – COHAN

Michael Cohan, social studies teacher at Kawameeh Middle School and districtwide Coordinator of Staff Development and Mentoring, submitted a request for three month unpaid leave of absence for the period January 1<sup>st</sup> through March 31<sup>st</sup> 2007.

SUPERINTENDENT'S REPORT

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

PRESENTATION TO THE BOARD BY NEW JERSEY SCHOOL BOARDS ASSOCIATION INSURANCE GROUP

Dr. Jakubowski said that the Township of Union was the recipient of the 2006 School Safety Award presented by the New Jersey School Boards Association Insurance Group. He said that the district was recognized for implementing an effective workers' safety program; the net result of this will be to minimize the workers' compensation costs to the district both financially and in terms of lost time. Dr. Jakubowski said that this will be a benefit to both the taxpayers and the students. He said that this award was made possible through the hard work of the district's administrative staff; BGIA, the district's insurance broker; and the New Jersey School Boards Association Insurance Group. Dr. Jakubowski introduced Latonya Jackson, a representative of New Jersey School Boards Association Insurance Group and Terry Dermody, from BGIA who will make a presentation to Mr. Helmstetter. Ms. Jackson said that it gave her such great pleasure to come to

Union. She said that New Jersey School Boards Association Insurance Group insured over 352 school districts in the State of New Jersey and the Union Township Board of Education is in the top ten percent (10%) of the State. Ms. Jackson stated that this was something that should be commended. She said that she was present at this meeting to give thanks to the board for doing its best job, not only for the employees, but for the taxpayers and the students of Union Township. Ms. Jackson thanked the board for its commitment. Mr. Helmstetter said that on behalf of the Board of Education he thanked New Jersey School Boards Association Insurance Group for the award and he said that this award was given due to the hard work of the administrators and the teachers in the district that made it possible. Ms. Jackson said that she has been working on the Union Township Board of Education's account for the past three years and she said to be welcomed into a district where safety is important makes her job a lot easier. She said that she looked forward to returning next year to reward the district once again. Mr. Dermody stated that as insurance broker to the Union Board of Education, he also congratulated the board on receiving the award from New Jersey School Boards Association Insurance Group. He said that the board's commitment to safety not only provides a productive and safe environment for the employees but it also goes to reduce insurance costs. Dr. Jakubowski thanked Mr. Damato and Ms. Dunn as they work closely with the insurance company, look at the things that need to be done and they deserve much of the credit.

#### ANNUAL AUDIT REPORT – SUPLEE CLOONEY & COMPANY

Richard Moleen, an audit manager from Suplee Clooney & Company, who performed the annual audit of the district, said that there were two reports which had been distributed to the board; the first was the Comprehensive Annual Financial Report (CAFR) which contained all of the "numbers"; balance sheets and expenditures and the other was the Auditor's Management Report, which he said was the more interesting report. He said that many people have the perception that an audit is a "negative" thing which contains many "negative" comments but he said that the management report really contains many areas where there are "positive" statements. Mr. Moleen said that an example of a "positive" comment was that with regard to the Board Secretary's records the report states "The financial records, books, accounts and minutes of the Board Secretary were maintained in satisfactory condition and the contractual order system was fully implemented." He said that as far as "payment of claims" the report stated "An examination of claims paid during the period under review did not indicate any discrepancies with respect to the board approval, signatures, certifications or supporting documentation." Mr. Moleen said that there are many more positive comments contained in the management report but he was also required to read the "negative comments". He said that the following "recommendations" are listed on page 11 of the Auditor's Management Report:

## ANNUAL AUDIT REPORT – SUPLEE CLOONEY &amp; COMPANY

1. ~~Student Body Accounts~~ - That all invoices over \$1,000 be approved as required by school policy. That all payments be supported by vendor's invoices.
2. ~~Facilities and Capital Assets~~ – That the balance in the Construction in Progress Account be reviewed for possible reclassification as Completed Building and Building Improvements.

He said that this was brief summary of the Auditor's Management Report. Mr. Moleen asked if the board members had any questions on the audit report. Mr. Helmstetter asked how the district fell in regard to other districts that Suplee Clooney audits. Mr. Moleen said that Union was one of the "better" districts as far as the financial records are concerned. He said that the general ledgers were excellent and up-to-date. Mr. Moleen said that before he left, all of the audit adjustments, were posted. He said that he liked coming to Union. Dr. Jakubowski said that with regard to the student body accounts, he and Ms. Dunn would be meeting with each of the four schools that were mentioned in the report. He asked if this was a state regulation or is this due to a district policy that any expenditure over \$1,000 must be board approved. Mr. Moleen said that this was a district policy; he said that the state only said that the schools must keep records and the board must set a policy to indicate to the auditors what procedures schools must follow. Mr. Moleen said that when Suplee Clooney first came to the district the school records were not uniform and they were in disarray and it was recommended that the district establish a policy and Suplee Clooney helped the district write a policy and this is what the auditors' follow when looking at the student body accounts. Mr. Perkins said that it was his recollection that there were similar comments on the audit reports of the past few years. Mr. Moleen said that there are usually one or two schools each year; he said that some auditors consider student body accounts too minor and don't even look at these accounts. He said that his audit team does look at them to be sure that the district's policy is being implemented and when there is a problem, it is mentioned in the audit report. Mr. Manochio asked if the schools mentioned were the same as last year. Dr. Jakubowski said that there were some repeaters. Mr. Manochio said that in view of the audit report, he would like to compliment Ms. Dunn and her staff because he knew what was involved in maintaining the records, especially with state requirements, federal requirements, and maintaining records at the local level. Mr. Moleen thanked Dr. Jakubowski and his staff; Ms. Dunn, Mr. Vieira and the business office staff for the complete cooperation which they give his audit team. He said that this makes his job a lot easier. Ms. Dunn said that Mr. Moleen and his staff take their jobs very seriously. She stated that with regard to the "repeat" recommendations for the student activity accounts the district has a very

## ANNUAL AUDIT REPORT – SUPLEE CLOONEY &amp; COMPANY

significant student activity policy and for the benefit of the public and the board, she wanted to explain that that the policy prohibits monies raised by the student body to be used for “non student” items; for example, many years ago, prior to the policy being implemented, if there were monies in school accounts, the schools would buy shrubbery, equipment and even spring water for the teachers’ lounge and while this seems insignificant, what the district is trying to do is see that the money raised by the student population for their own activities are used for that purpose. Ms. Dunn said that if the board looked at the CAFR they would see that hundreds of thousands of dollars flow through the student activity accounts. She thanked Mr. Moleen and his staff and she also wanted to thank her staff for doing a tremendous job. Mr. Moleen thanked the board for their confidence in Suplee, Clooney & Company.

## PUBLIC HEARING AND ADOPTION OF RESOLUTION – REFUNDING SCHOOL BONDS

Moved by Mrs. Gaglione, seconded by Mr. Abraham that there be a public hearing on approval to issue refunding school bonds:

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

Mr. Gaglione asked if there were any questions from the board or the public on the refunding of the school bonds. Mr. Helmstetter said that this issue was discussed by the Board at its worksession last week and this action will save the district approximately \$800,000 over the life of the bond. Mr. Manochio asked if Ms. Gorab could give the board an update. Ms. Gorab said that what the board was doing this evening was considering a resolution which was its final action with respect to the refinancing of the 2003 Bonds. She said that the bonds are outstanding at approximately an average coupon of 4.79% and the market is now about 4% and essentially what will be done is refinance the bonds and bring them down to the current market rate. Ms. Gorab said that this will produce approximately \$800,000 in savings for the Board of Education over the life of the bonds. She said that the maturity date of the bonds will not be extended.

PUBLIC HEARING AND ADOPTION OF RESOLUTION – REFUNDING SCHOOL BONDS

Moved by Mrs. Gaglione, seconded by Mr. Manochio that the public hearing be closed:

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

MOTION WAS CARRIED

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

That the board adopt formal resolution authorizing approval to issue refunding school bonds in accordance with the information appended to these minutes.

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

MOTION WAS CARRIED

COMMENTS FROM THE PUBLIC ON RESOLUTIONS ON THE AGENDA

None

EDUCATION/STUDENT DISCIPLINE COMMITTEE

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

E-1. AMEND 2006-2007 OUT OF DISTRICT ATYPICAL STUDENT PLACEMENT LIST

That approval be given to amend the 2006-2007 Out-of-District Atypical Student Placement List in accordance with the information appended to the non-public portion of these minutes

EDUCATION/STUDENT DISCIPLINE COMMITTEE

E-2. AMEND LIST OF STUDENTS REMOVED FROM THE ROLLS FOR THE 2006-2007 SCHOOL YEAR

That approval be given to amend the list of students removed from the rolls [five (5) students exited for the period October 1 through October 31, 2006; total of students exited for the 2006-2007 school year is eleven (11)] who are not domiciled in this school district in accordance with the information appended to the non-public portion of these minutes.

E-3. AMEND LIST OF STUDENTS ATTENDING UNION COUNTY VOCATIONAL-TECHNICAL HIGH SCHOOL FOR 2006-2007 SCHOOL YEAR

That the board amend list of students attending Union County Vocational-Technical High School District for the 2006-2007 school year in accordance with the information appended to these minutes.

E-4. APPROVE UNION HIGH SCHOOL STUDENTS TO ATTEND FAIRVIEW LAKE CAMP FIELD TRIP

That the board approve 36 students and four advisors from Union High School to attend Fairview Lake Camp from May 8<sup>th</sup> through May 11<sup>th</sup>, 2007 at cost of \$148.10 per person in an amount not to exceed \$5,924, in accordance with the information appended to these minutes. (This is a budgeted item.)

E-5. AMEND NON-PUBLIC SCHOOL TECHNOLOGY INITIATIVE PROGRAM AGREEMENT

That the board amend Nonpublic School Technology Initiative Program Agreement with Union County Educational Services Commission to include Five Points YMCA as a nonpublic school located within the district in accordance with the information appended to these minutes.

E-6. APPROVE UNION HIGH SCHOOL KEY CLUB MEMBERS TO ATTEND STATE CONVENTION

That the board approve 20 students from Union High School Key Club to attend the State Convention in King of Prussia, Pennsylvania from April 20 through April 22, 2007 at a cost not to exceed \$5,000 in accordance with the information appended to these minutes. (This is a budgeted item)

E-7. APPROVE FRENCH I STUDENTS FROM KAWAMEEH MIDDLE SCHOOL TO ATTEND FIELD TRIP TO QUEBEC CITY, QUEBEC, CANADA

That the board approve French I students from Kawameeh Middle School to attend field trip to Quebec City, Quebec, Canada from May 16<sup>th</sup> to 18<sup>th</sup>, 2007 at no cost to the Board.

EDUCATION/STUDENT DISCIPLINE COMMITTEE

E-8. APPROVE UNION HIGH SCHOOL TWIRLING TEAM TO ATTEND TWIRLMANIA NATIONAL COMPETITION IN ORLANDO FLORIDA

That the board approve Union High School Twirling Team to attend Twirlmania National Competition in Orlando Florida from February 14<sup>th</sup> through 20<sup>th</sup>, 2007 at no cost to the board in accordance with the information appended to these minutes.

DISCUSSION:

None

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

NAY: None

ABSTAIN: None

MOTION WAS CARRIED

FISCAL AND PLANNING COMMITTEE:

Moved by Mrs. Gaglione, seconded by Mr. Abraham that resolutions F-1 through F-11 and F-13 through F-15 be adopted:

F-1. ACCEPT TREASURER'S REPORT

That the Treasurer's Report dated October 31, 2006 be accepted.

F-2. ACCEPT SECRETARY'S REPORT

That the Secretary's Report dated October 31, 2006 be accepted.



FISCAL AND PLANNING COMMITTEE:

F-7. APPROVE 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 contracts and/or purchase orders pursuant to the requirements of *N.J.S.A. 18A:18A-5 and 18A:18A-10(a)* and in accordance with the information appended to these minutes.

F-8. APPROVE FOLLOWING LIST OF CONTRACTS AND/OR PURCHASES PURSUANT TO THE REQUIREMENTS OF *N.J.S.A. 18A:18A-5(21)*:

That the Board approve following list of contracts and/or purchases pursuant to the requirements of *N.J.S.A. 18A:18A-5(21)*: (a) Tickets for Groups - \$3,000 – Band/Chorus New York Field Trip – Union High School and (b) Young Audiences of New Jersey - \$1,455 – March 2007 assembly – Battle Hill 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 DONATION FROM UNION COUNCIL NO. 2504 KNIGHTS OF COLUMBUS

That the board accept donation from Union Council No. 2504 Knights of Columbus in the amount of \$3,000 for use by Mr. Olivio's MCI class at Burnet Middle School for their annual holiday party in accordance with the information appended to these minutes.

F-11. ACCEPT DONATION TO LOUIS J. RETTINO SCHOLARSHIP FUND

That the board accept donation from Elvira Rettino in the amount of \$100 to be deposited in the Louis J. Rettino Scholarship Fund in accordance with the information appended to these minutes.

RESOLUTION F-12 WAS PULLED FROM THE AGENDA DUE TO RESOLUTION THAT WAS ADOPTED EARLIER IN THE EVENING

F-12. APPROVE FORM AND SALE RESOLUTION FOR THE REFUNDING BOND SALE

That the Form and Sale Resolution for the refunding bond sale be approved in accordance with the attached formal resolution appended to these minutes.

FISCAL AND PLANNING COMMITTEE:

F-13. APPROVE RENEWAL OF HORIZON BLUE CROSS/BLUE SHIELD OF NEW JERSEY PLAN

That the board approve renewal of Horizon Blue Cross/Blue Shield of New Jersey Plan for the period January 1, 2007 through December 31, 2007 in accordance with the information appended to these minutes.

F-14. APPROVE ALLOCATIONS FOR FY2007 NO CHILD LEFT BEHIND (NCLB) GRANT

That the board approve allocations for the FY2007 No Child Left Behind (NCLB) Grant as follows:

Title I	\$ 371,684
Title IIA	217,108
Title IID	1,648
Title III	64,454
Title IV	20,969
Title V	<u>10,864</u>
TOTAL	\$ 686,727

F-15. APPROVE FY 2006 PERKINS FINAL REPORT AND REFUND AMOUNT

That the board approve FY2006 Perkins Final Report and refund amount in accordance with the information in the hands of each board member.

DISCUSSION

Mr. Perkins noted with interest the \$3,000 donation from the Knights of Columbus to be used for a holiday party for Mr. Olivio's students. Mr. Helmstetter thanked the Knights of Columbus for this donation.

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

MOTION WAS CARRIED

OPERATIONS COMMITTEE:

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

O-1. APPROVE ADVERTISEMENT FOR DISPOSAL OF EQUIPMENT

That the board approve advertisement for disposal of the following equipment which is deemed no longer serviceable, in accordance with the information appended to these minutes.

O-2. AMEND BID FOR JANITORIAL SUPPLIES FOR 2006-2007 SCHOOL YEAR

That the board amend bid for Janitorial Supplies for the 2006-2007 school year which was awarded on June 13, 2006 as follows: JANITORIAL SUPPLIES – All American - \$1,378.00; Goldie Industrial - \$1,300.53; Madsen - \$22,106.93; Scoles Floorshine - \$130,416.42; Unipak- \$14,460.00 and Joseph Gartland, Inc. – 533.25 – TOTAL BID \$170,215.13

O-3. ACCEPT PROPOSAL (No. P2006151) FOR ARCHITECTURAL SERVICES IN CONNECTION WITH ROOFING REPLACEMENT AT KAWAMEEH MIDDLE SCHOOL- POTTER ARCHITECTS

That the board accept proposal from Potter Architects, 410 Colonial Avenue, Union, NJ 07083 (Proposal No P2006151) for architectural services in connection with roofing replacement at Kawameeh Middle School in an amount not to exceed \$76,000 in accordance with the information appended to these minutes.

O-4. APPROVE DISCARD OF TEXTBOOKS

That the board approve discard of textbooks in accordance with the information appended to these minutes.

O-5. AMEND BID AMOUNT FOR NURSING SUPPLIES FOR THE 2006-2007 SCHOOL YEAR

That the board amend amount of bid for Nursing Supplies for the 2006-2007 school year to Henry Schein and increase purchase order number 07-00634 from \$618.55 to \$2,934.97 in accordance with the information appended to these minutes.

OPERATIONS COMMITTEE:

O-6. AWARD BIDS FOR ITEMS ADVERTISED FOR PUBLIC SALE

That the board award bids for items advertised for public sale on November 7, 2006 as follows: (a) 1989 Chevy C30, VIN#1GBGG35KXK7170659 (minimum bid \$100) to Ronald Reiser, 2567 Jackson Avenue, Union, NJ for the bid amount of \$350; (b) 1990 Dodge 350 Ram, VIN #2B5WB31Z2LK781599 (minimum bid \$100) to B.N. Company, 156 Route 206, Hillsborough, NJ for the bid amount of \$210; and (c) International Model F-Cub Tractor with York Rake Attachment, Serial #722888 (minimum bid \$100) to B.N. Company, 156 Route 206, Hillsborough, NJ for the bid amount of \$1212.

O-7. AUTHORIZE AMENDMENT TO 2000 LONG RANGE FACILITIES PLAN – ROOF IMPROVEMENTS TO KAWAMEEH MIDDLE SCHOOL

That the board authorize an amendment to the 2000 Long Range Facilities Plan to include the following project: "Roof Improvements to Kawameeh Middle School."

O-8. AUTHORIZE THE SUBMISSION OF AN OTHER CAPITAL PROJECT – ROOF IMPROVEMENTS TO KAWAMEEH MIDDLE SCHOOL

That the board authorize the submission of an "Other Capital Project – Roof Improvements to Kawameeh Middle School" to the Department of Education and that no state funding will be sought for this project.

O-9. INCREASE BID AWARD FOR EMERGENCY FIRE ALARM REPAIRS – UNION ALARMTRONIC

That the board increase bid award to Union Alarmtronic for Emergency Fire Alarm Repairs for the 2006-2007 school year from \$10,000 to \$20,000 (Purchase Order No. 07-01411) in accordance with the information appended to these minutes.

DISCUSSION

Mr. Perkins asked what "year" the tractor was. Mr. Damato thought it was late 40's, early 50's.

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

NAY: None

ABSTAIN: None

MOTION WAS CARRIED

PERSONNEL COMMITTEE:

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

P-1. APPROVE PERSONNEL ACTIONS

That the board approve Personnel Actions in accordance with the information appended to these minutes.

P-2. APPROVE NOVEMBER 2006 SUBSTITUTE LISTS

That the Board approve the November 2006 Substitute/Home Instruction List, Substitute Custodians, Substitute Cafeteria/ Playground Aides; Classroom Assistants and Secretaries and Substitute Bus Drivers and Bus Aides and Substitute After School Monitors 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) Ishwann Q. Dixon, instrumental music teacher at Burnet Middle School, effective December 7, 2006; (b) Kira Baskerville-Williams, School Social Worker, effective December 13, 2006; (c) Joseph Marinello, custodian at Washington School, effective December 1, 2006 (retirement); and (d) James Wasvary, science teacher at Union High School, effective November 1, 2006.

P-4. AMEND LIST OF STAFF WHOSE SALARY IS FUNDED FULL OR IN PART BY 07 HEAD START GRANT

That the Board amend list of staff whose salary is funded either in full or in part by the 07 Head Start grant in accordance with the information appended to these minutes.

P-5. AMEND LIST OF STAFF MEMBERS WHOSE SALARIES ARE FUNDED IN FULL OR IN PART BY 2006-2007 TITLE I GRANT

That the Board amend list of staff members whose salaries are funded in full or in part by 2006-2007 Title I grant in accordance with the information appended to these minutes.

PERSONNEL COMMITTEE:

P-6. APPROVE PAYMENT TO STAFF FOR PRESENTATION OF PARENT WORKSHOP FOR LANGUAGE ARTS WRITING PROGRAM – CONNECTICUT FARMS SCHOOL

That the Board approve payment to staff for presentation of a Parent Workshop for Language Arts Writing at Connecticut Farms School on Tuesday, November 28, 2006 at a rate of \$70.00 per person: (a) Jaclyn Cannella; (b) Karen Votapek; (c) Elaine Faulks; (d) Joan Pikula; (e) Cindy Stoller; and (f) Lester Lembryk

P-7. APPROVE PAYMENT FOR PROVIDING CPR/AED TRAINING TO COACHING STAFF – PATERNO

That the Board approve payment to Shawn Paterno for providing CPR/AED training to coaching staff on October 21, 2006 at a rate of \$40 per hour for five (5) hours; not to exceed \$200.

P-8. APPROVE PAYMENT TO STAFF FOR PREPARATION/FACILITATION AT NOVEMBER 7<sup>TH</sup> 2006 PROFESSIONAL DEVELOPMENT DAY

That the Board approve payment to staff for preparation for preparation/facilitating at the November 7<sup>th</sup>, 2006 Professional Development Day at a per person rate of \$40 per hour, not to exceed ten (10) hours or \$400 in accordance with the information appended to these minutes.

P-9. APPROVE TEACHER ASSISTANT TO PROVIDE SUPPORT TO SPECIAL EDUCATION STUDENT IN EXTRACURRICULAR ACTIVITIES – SCRETCHEN

That the Board approve Crystal Sretchen, teacher assistant, to provide support to a special education student in extra-curricular activities for the 2006-2007 school year at a rate of \$15 per hour, two hours per week; not to exceed \$1440.

P-10. INCREASE PURCHASE ORDER #07-00757 – MORRIS UNION JOINTURE COMMISSION

That the Board approve an increase to purchase order No. 07-00757 from \$180,000 to \$400,00 to Morris Union Jointure Commission in accordance with the information in the hands of each board member. This increase is due to the following reasons: (1) due to the resignation in September of a speech language specialist, who was not replaced, and whose services are now being provided by the Morris Union Jointure Commission and (2) additional students now require applied behavior analysis programs at home.

## PERSONNEL COMMITTEE:

## P-11. 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: (a) ~~Technology Education I~~ - Dan Eberenz and Don Sommercamp; (b) ~~Painting I~~ - Diane Esquivel and Joan Permison; (c) ~~Technology Education II~~ - Dan Eberenz and Don Sommercamp; (d) ~~Advanced Drawing~~ - Richard Carmella and Nanci Miller; (e) ~~General Art - K-5~~ - Mariann Chinski, Ann Marie Caldorola, Jill LaBorde and Stephanie Graham; (f) ~~Advanced Painting~~ - Richard Carmella and Nanci Miller; (g) ~~Basic Drawing~~ - Diane Esquivel and Joan Permison; and (h) ~~Math - Grade 3~~ - Kim Kastner and Kristen Gechtman.

## P-12. APPROVE HOME INSTRUCTION SERVICES CONTRACT – UNION COUNTY EDUCATIONAL SERVICES COMMISSION

That the board approve Home Instruction Services Contract with the Union County Educational Services Commission in accordance with the information appended to these minutes.

## P-13. APPROVE UNPAID LEAVE OF ABSENCE – COHAN

That the board approve three month unpaid leave of absence for Michael Cohan, social studies teacher at Kawameeh Middle School and districtwide coordinator of staff development and mentoring for the period January 1<sup>st</sup> through March 31<sup>st</sup>, 2007.

## P-14. APPROVE PAYMENT TO PSAT/SAT TESTING COORDINATOR – WILEZOL

That the board approve payment to Ellen Wilezol as PSAT/SAT Testing Coordinator at a rate of \$35 per hour not to exceed fifty (50) hours or \$1,750.

## DISCUSSION :

Dr. Jakubowski said that he wanted to discuss several of the resolutions. He said that with regard to resolution P-10 an explanation was provided to the board by Ms. French for the increase in the purchase order for speech therapy services. Dr. Jakubowski stated that resolution P-14 was added to tonight's meeting because the testing has already been done. He said that with regard to resolution P-1 he had discussed with the board last week his recommendation for principals of Franklin and Washington Schools. Dr. Jakubowski said that Mrs. Kathryn DiGiovanni would be going from Interim Principal to Principal of Franklin School and Mr. Mark Hoyt, a vice principal at Union High School, would be the new principal at Washington School. He said that Mrs. DiGiovanni has been an interventionist, teacher and vice principal at Franklin School and is very

PERSONNEL COMMITTEE:  
DISCUSSION

comfortable in that building. Dr. Jakubowski said that since Mr. Hoyt has been in the district has proved to be an excellent administrator and the challenge of Washington School is one that Mr. Hoyt certainly will be able to accept and he will be very successful. Dr. Jakubowski said that there was a science teacher at Union High School who resigned and because the high school has a nine period day it provides the district with some flexibility and right now, there are six teachers at Union High School who will be working an additional seventh period until a replacement can be found. He congratulated the two individuals who have been appointed as principals at Franklin and Washington Schools.

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

APPROVAL OF BILLS

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

UNFINISHED BUSINESS

Dr. Jakubowski said that last week at the worksession a member of the public went on and on about an incident at Union High School and made it sound like the individual had "factual" information and it seemed almost as if they witnessed the incident. He said that he was devastated upon hearing about this incident and the fact that he was unaware of the situation. Dr. Jakubowski said that the next day he met with Mr. Fortunato and received a report from him regarding this matter. He stated that he also met with Sgt. Speckhart from the Union Police Department regarding this incident and it turned out that the incident

## UNFINISHED BUSINESS

was nothing like what was reported the night before. Dr. Jakubowski commented that sometimes what you hear is not accurate and he wished that individuals would reach out to him first so that he could have the ability to do an investigation as he has the ability to speak to any staff member or administrator in the district. He said that his door is always open and he would certainly get back to any individual as quickly as possible. Mr. Manochio concurred with Dr. Jakubowski that sometimes rumors spread and the information is not true because it gets distorted along the way. Dr. Jakubowski said that there were some people that accused his administration of trying to "cover" something up. He said that there is an article in today's Star Ledger regarding this matter which states that an investigation was not done by the Union Board of Education, the administrators or by the Superintendent of Schools; the investigation into this incident was done by the Union Police Department. He said that the police department wrote the report and met with the veterinarian. Dr. Jakubowski asked that individuals should get the facts before they accuse a student of doing something bad when his intentions were good and not to harm anyone or any animal. Mr. Perkins said that this is a problem that has plagued the board since he has been a member and that is an individual who comes forward based on rumor without giving the administration the opportunity to check the facts of such assertions, usually dramatic and sensational such as he understood this was. He was not quite sure what the reason for it being done was but he speculated that it was not for the purpose of bettering the community. Mr. Perkins said that he found this type of behavior to be totally irresponsible and he could not find words strong enough to express his dismay and disapproval of that type of behavior.

## NEW BUSINESS

Dr. Jakubowski said that he would be meeting with Mr. Fortunato tomorrow to discuss a plan for Union High School regarding his upcoming retirement. He said that the board has replaced the principals at Franklin and Washington Schools with permanent principals but the high school is a little more complicated and complex. Dr. Jakubowski said that for the time being he believed that the high school could be administered "in house" and the permanent principal position will be posted over the winter for a change at Union High School effective July 1<sup>st</sup>. He said that he had a "game plan" which he thought would work for the time being and he believed that there were enough individuals in the district between the current administrative staff and a number of administrative interns who do an excellent job, that Union High School will not miss a beat. Mr. Helmstetter said that the board concurred with Dr. Jakubowski's plan.

COMMENTS FROM THE PUBLIC

Mr. Donnarumma concurred with Dr. Jakubowski that the principal at Union High School was an excellent principal and it will be hard to replace someone like him. He said that sometimes we overlook very obvious things and he wanted to thank the custodial staff and Mr. Magliacano for keeping the school system up to date and clean and sanitary.

MOTION TO ADJOURN

There being no further business before the board, it was moved by Mr. Perkins, seconded by Mr. Manochio that the meeting be adjourned at 7:50 p.m.

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

MOTION WAS CARRIED

RESPECTFULLY SUBMITTED

JAMES J. DAMATO  
BOARD SECRETARY