

**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 20, 2007 at 7:00 p.m. at Union High School, North Third Street, Union, New Jersey.

The regular meeting of the Board of Education of the Township of Union was held at Union High School Library, North Third Street, Union, New Jersey on Tuesday, November 20, 2007 at 7:00 p.m. pursuant to notice sent to each board member.

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

ABSENT AT ROLL CALL: Mr. Steve Ruhl

Mr. Figueiredo led the board and audience members in the Pledge of Allegiance.

The secretary 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:**

Moved by Mr. Helmstetter, seconded by Mr. Manochio that the minutes of the Worksession of October 9, 2007 be adopted:

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

Moved by Mr. Helmstetter, seconded by Mr. Manochio that the minutes of the Executive Session of October 9, 2007 be adopted:

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

APPROVAL OF MINUTES:

Moved by Mr. Helmstetter, seconded by Mr. Manochio that the minutes of the Regular Meeting of October 16, 2007 be adopted:

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

COMMUNICATIONS:

REQUEST FOR MATERNITY, UNPAID FAMILY AND EXTENDED CHILD REARING LEAVE – PIOTROWSKI

Kimberly Piotrowski, Special Education Teacher at Connecticut Farms School, submitted a letter dated October 11, 2007 requesting maternity, unpaid family and extended child rearing leave for the period February 15<sup>th</sup>, 2008 through the end of the 2007-2008 school year.

REQUEST FOR MATERNITY, UNPAID FAMILY AND EXTENDED CHILD REARING LEAVE – LABISI

Anna Marie Labisi, AAP Teacher at Livingston School, submitted a letter dated October 15, 2007 from requesting maternity, unpaid family and extended child rearing leave for the period November 5, 2007 through the end of the 2007-2008 school year.

LETTER OF RESIGNATION – DUCA

Cheryl Duca, part-time bus driver, submitted a letter of resignation effective October 26, 2007.

LETTER OF RESIGNATION (RETIREMENT) – KRAMPETZ

Arlene Krampetz, Art Teacher at Central-5/Jefferson School, submitted a letter of resignation for the purpose of retirement, effective January 1<sup>st</sup>, 2008.

REQUEST FOR MATERNITY AND EXTENDED FAMILY LEAVE – DITRI-KOVACS

Danna Ditri-Kovacs, special education teacher at Central-5/Jefferson School, submitted a letter dated October 16, 2007, requesting maternity and extended family leave for the period December 17, 2007 through the end of the 2007-2008 school year.

COMMUNICATIONS:

REQUEST FOR UNPAID FAMILY AND EXTENDED PERSONAL LEAVES – IZBICKI

Katherine Izbicki, classroom assistant at Hannah Caldwell School, submitted a letter dated October 22, 2007, requesting unpaid family and extended unpaid personal leaves for the period November 6, 2007 through the end of the 2007-2008 school year.

THANK YOU NOTE – TOWNSHIP OF UNION EDUCATION FOUNDATION

Susan Lipstein, submitted a thank you note on behalf of Township of Union Education Foundation.

REQUEST FOR MATERNITY AND EXTENDED FAMILY LEAVE – DI MUZIO

Julie DiMuzio, teacher at Battle Hill School, submitted a letter dated October 22, 2007, requesting maternity and extended family leave for the period December 21, 2007 through the end of the 2007-2008 school year.

REQUEST FOR UNPAID FAMILY LEAVE – RAIMO

Lisa P. Raimo, SPED teacher at Kawameeh Middle School, submitted a letter dated November 2, 2007, requesting unpaid family leave for the period October 30, 2007 through January 31, 2008.

SUPERINTENDENT'S REPORT

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

Dr. Jakubowski introduced Mr. Gibbons, Principal of Union High School, to give an update on how the new Assistant Principal positions have been working out at the high school. Mr. Gibbons said in the spirit of Thanksgiving, he wanted to again thank the board for having the confidence in him to lead Union High School. He said that he takes his responsibilities very seriously and he truly believed that it was a privilege to be principal of the high school. Mr. Gibbons stated that Dr. Jakubowski has asked him to speak about the high school and in particular, how the new administrative format was working out. He said that the major change has been the addition of the position of Assistant Principal. Mr. Gibbons said that the operational goal of creating the position of Assistant Principal was to allow him to focus more of his time on teacher supervision, curriculum development and instructional programs. He said that the organizational structure is the principal at the top, followed by two Vice Principals – Mr. Benequista and Mrs. Buttel and four Assistant Principals – Mrs. Rago, Mr. Shaw, Mr. Kloc, and Mr. Hamberg. Mr. Gibbons stated that the new format has met Dr. Jakubowski's goal of improving the educational program at the high school by freeing him up to do the things he previously mentioned. He said that he is still involved in major issues

in the building and he was always available to meet with any administrator, teacher, student or parent at a moments notice. Mr. Gibbons said that it is great to see the professional growth that the team has made and with each passing week, the Assistant Principals have become more confident and independent in dealing with the daily challenges that they face. He said that each member of the team is committed to learning and everyone take personal responsibility for doing so. Mr. Gibbons said that he holds a weekly meeting with the Assistant Principals to review events and constantly share ideas. He said that a new procedure instituted is when an Assistant Principal deals with a misconduct report, the Assistant Principal seeks out the student, meets with that student outside the classroom where the student is located. Mr. Gibbons said that in the past a secretary would call into a classroom; ask the teacher to send the student to the main office and sometimes as much as twenty minutes was lost in instructional time for the student while he/she went to the office; met with an administrator and then returned to the classroom. He said that teachers were also encumbered with writing and checking passes for the student going to the office; this was disruptive. Mr. Gibbons said that without a doubt, this change has had a major, positive impact not only now are there less classroom interruptions but with the Assistant Principals "out and about" in the building, there is additional supervision in the hallways and the classrooms. He said that the teachers have welcomed this change; some of the students have not. Mr. Gibbons said that he was able to concentrate on many important academic concerns. He said that he spends a good part of his day in and out of classrooms speaking with teachers and students. Mr. Gibbons said that he often meets with the department supervisors and together they plan ways to improve instruction. He said that a major goal that he has is to increase the amount of "student centered" instruction as compared to "teacher centered" instruction; simply put, this is working at getting students more actively engaged in learning by promoting cooperative learning strategies; project based instruction and other "hands on" methods. Mr. Gibbons said that he wanted the students at the high school to be active learners. He said that he was pleased to announce that thanks to Mrs. Lombardi, who found some money, the high school will soon be using software specific to improving scores on the HSPA, which will target those students who are in jeopardy of not passing the test, reevaluate its effectiveness and possibly expand its use. He said what was really nice about this was that the high school was utilizing the investment that has been made in technology. Mr. Gibbons said that two members of the administrative team and he, ran workshops at the last Staff Development Day. He said that Mr. Shaw taught some of the district's teachers about on-line grading programs; Mr. Kloc introduced others to computers and he taught two classes on cooperative learning strategies. Mr. Gibbons said that it was a great opportunity to help teachers learn new and innovative methods of helping students achieve success. He said that Mr. Benequista has worked at length with new teachers and it appears that they are

off to a great start and Mrs. Buttel, who is the Vice Principal in charge of Guidance, has led that department in another successful College Fair as mentioned by the Superintendent in his report this evening, as well as making sure that all students at Union High School have the best possible schedule. He said that he is prepared to meet that challenges that lie ahead. Mr. Gibbons said that the Federal Government continues to mandate more standardized testing and changes to society require the district to help educate students in ways that are new and creative. He said that he was up to the task and the entire administrative team accepts the responsibility of doing so. Mr. Gibbons said that as a final note he would be remiss if he did not mention that everyday the halls of Union High School are filled with talented young people who come to school to learn. He said that students at the high school are interesting; they care for one another and everyone is very proud of their accomplishments. Mr. Gibbons said that Union High School is a very special place and it is the students who make it so. Dr. Jakubowski asked the board if anyone had a question or comment for Mr. Gibbons at this time. Mr. Manochio complimented Mr. Gibbons on the transition from one principal to another and he also stated that he liked the term "active learners"; he said that he liked the cooperative learning approach because each student has a different learning style. He felt that this strategy allowed teachers to address their teaching techniques to those learning skills. Mr. Gibbons said that if one looks at the history of education it is based on the Old English Schoolhouse model where the headmaster went into the classroom with a yard stick and students sat, listened and recited what they had learned or memorized passages from books and that was one style of teaching. He said that when one looks at himself, personally, the things that each person excels in are things that a person does and he said that he was trying this philosophy and bring it into the classroom. Mr. Manochio said that the Superintendent's Report each month is very positive and he mentioned several "letters to the editor" which were written by Union High School students which were printed in the Star Ledger about a week ago. Mr. Manochio stated that the students' articulation on the areas which they were writing about was very positive. He said that he had brought this to Mrs. Lombardi's attention because he knew she was a champion of students' writing. Mrs. Lombardi said that sometime last year or the year before, Mr. Manochio had brought to her attention that there was a great student forum available in the Star Ledger and students from the high school have risen to the occasion and on November 8<sup>th</sup> in the Student Forum there were letters printed from Jessica Sampson and Rebecca Morgan both a twelfth graders from the high school and Kimberly Bradley. Mrs. Lombardi said that she applauded these students for taking the initiative and the time to write the letters and obviously, they were of the quality that the Star Ledger chose to publish them. Dr. Jakubowski said that he wanted to add that there have been a few other things that have gone on at the high school. He said that last week, students from the eighth grade at Kawameeh Middle School visited

## SUPERINTENDENT'S REPORT

the high school for a day and were shown around by honor students from the high school so that the eighth graders could see what a day at the high school was like. Dr. Jakubowski said that he is concerned about the number of students who choose not to go to Union High School and although he has advocated for years that a student cannot get a better education than right here in town, he thought this was a positive program. He said that the high school has already had its eighth grade orientation and hopefully, in the spring there will also be a program for the seventh graders presented. Dr. Jakubowski said that he thought it was important for the district to focus on academics. He said that there was a meeting with the high school Vice Principals, middle school Vice Principals and one representative from the Assistant Principals who represented the other three at the board office. Dr. Jakubowski said that Mr. Tatum and Mrs. Lombardi held this meeting and subjects discussed were evaluations and security. Mr. Tatum said that based upon the work that he has done with the Assistant Principals as well as the Vice Principals and the Principal at Union High School, he felt that this was a group of positive individuals that have taken on the administrative responsibilities. He said that they are interested in doing innovative activities and he said under Mr. Gibbons leadership, that the opportunities are becoming possible. Mr. Tatum said that there was a very engaging discussion at the meeting today and these individuals are willing to move forward. He also added that the student discipline at Union High School has improved tremendously and he said that he has not had any reinstatements at the administration building for this school year. Mr. Tatum thought this was a credit to the new organizational structure at the high school and he congratulated Mr. Gibbons on that. Dr. Jakubowski said that blackout drills were discussed at the meeting and he wanted to get the police and fire department involved in these drills. He said that he also wanted some of the students from the performing arts department play roles during the drill and have the drill taped to be used as an educational tool for all of the district's schools. Dr. Jakubowski said that Mrs. Rago has been a little under the weather, has been out of work and yet the high school has not "missed a beat". He said that there are a couple of administrative interns are working in her place and things are running smoothly at the high school. Dr. Jakubowski also congratulated Mr. Gibbons on a job well done. Mr. Gibbons said that the middle school students spent a day at the high school; he greeted them and he escorted them back to the bus back to Kawameeh and he asked the students what they liked best about the high school and he thought they would say "the beautiful science labs", "the tremendous library" or the "elective physical education program and all of the other elective choices that the students at the high school have" but their response was that they liked the cafeteria best because "there were more options for lunch". Mr. Perkins noted that Mr. Gibbons during his presentation characterized the students at the high school as being "interesting" as opposed to interested, which focuses on SUPERINTENDENT'S REPORT

teachers as opposed to focus on students. He said that he has long argued that individuals best learn from one another and that peer education is probably the best way to learn. Mr. Perkins applauded Mr. Gibbons characterization of the students at the high school as being interesting as well as interested he was sure. He said that every month the first line of the Superintendent's Report indicates staff and student attendance for the previous month and he did not think that the students would show up if they do not want to go to school. Mr. Perkins asked if the superintendent knew where our attendance numbers fit against the statewide averages. Dr. Jakubowski said he was not sure where our attendance numbers fit with the state average other than this district is above the mandatory state average. He said that if he looked at state report cards, he thought he could give the board an analysis between Union and other districts. Dr. Jakubowski said that the district's attendance numbers have always been very good and because it has to be reported every month at the County level, he makes it a part of his Superintendent's Report. He said that there has never been an issue during monitoring with regard to attendance. Dr. Jakubowski said that the staff attendance has always been exceptional. Mr. Perkins said that one could argue that the staff gets paid to show up and the students don't and although the students have a requirement for them to do it, they at least have the respect for their parents, for the school district and for themselves to show up. He felt that the student attendance was a number that meant something.

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

Ms. Dunn introduced Richard Moleen from the firm of Suplee Clooney & Company, certified public accountants, the lead auditor who conducted the annual audit of the board. Mr. Moleen said that the audit reports are contained in two booklets, as required by the State; the larger one being the Comprehensive Annual Financial Report (CAFR) which contains the balance sheets and supporting schedules and is basically a summary of the operations of the entire school district and the unqualified opinion of his firm on those schedules and summaries. He said that he found the records of the district to be good records and the district is in excellent financial health. Mr. Moleen said that the other booklet contains the Auditor's Management Report which gives a brief overview of the scope of audit and gives various areas of compliance and State Department of Education regulations that he was required to look at. He said as the various areas of this report are reviewed, the board will note that most of the findings are of a positive nature. Mr. Moleen said that there is one area where there are some audit findings of a minor nature. He said that in the Student Activity areas there were some bills paid without the proper approvals within the board policy and at Union

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

High School, there were services charges that were written off rather than asking the bank to refund the charges. Mr. Moleen said that there are two recommendations which are found on page 9 and he read them into the record as follows:

## Recommendations:

1. That written approval be obtained from appropriate administrative officials for all purchases that are in excess of school board policy limits.
2. That refunds be requested for all bank service charges.

Mr. Moleen stated that overall it was a very clean audit. He asked the board if they had any questions on the audit. Mr. Perkins said that it was his recollection that the first recommendation is one that has been made before. Mr. Moleen said that there were different types of approval. He said that he believed last year might have concerned the Superintendent's approval. Ms. Dunn stated that she was looking into changing the policy. She said that last year's recommendation was similar in nature and it was the superintendent's recommendation and the board's approval and this year it is more of a principal approval. Ms. Dunn said that the School Board policy requires that there are different levels of approval, payment receipts and different vouchers are signed by the appropriate administrator and when Mr. Moleen's team was doing the audit, they found that there have been inconsistencies. She said that she is working on them. Ms. Dunn asked Mr. Moleen if he had any recommendations. Mr. Moleen said that the student activity accounts were much improved over last year's audit. He said that the two recommendations in this year's audit report were put in so that Ms. Dunn would have a little more clout when corrections are made. Mr. Perkins said that it seemed to him that the people who are spending the money need to be reminded on a more frequent basis that the expenditure of those funds is not something they can do as they do with their own funds. He said he was sure that the amount of the funds are small. Mr. Moleen said with the exception of the high school. He said that the high school does spend significant amounts of dollars. Mr. Moleen said that many auditors do not look at the student activity funds, but it is the policy of his firm to look at them. Mr. Manochio said that his interpretation of Mr. Moleen's comment that the district was in good financial standing was that the district was above the status quo. Mr. Moleen said that the district sure was above the status quo. He said that the district was in a situation that it had excess surplus and that was a good thing in his opinion. Dr. Jakubowski said that what the district has done in the community for a long time is that the district's

excess surplus has allowed the district to be able to offset the property tax increases because there is surplus to add to the budget. He said that the district works very hard to generate surplus at the end of the year in order to offset taxes.

Dr. Jakubowski said a lot of the recommendations which the auditor made were as a result of policies that the district has created as to the structure of the student activity accounts. He said that Ms. Dunn did a great job in making sure that the policy was tough enough so that it could not be abused and now that it has been a number of years and many of the student activity issues have been eliminated. Mr. Moleen said that there are barely a couple of infractions. Dr. Jakubowski said that the policy will be reviewed and possibly the principals will have a little more flexibility. He said that the policies may be changed. Dr. Jakubowski thanked Mr. Moleen for doing a thorough job on the audit. Mrs. McNeil said the board did have an opportunity to discuss the two findings at the worksession meeting last week but overall she felt that the audit report shows that the district has been fiscally responsible and she commended the business office for doing a great job. Ms. Dunn thanked Ms. McNeil for her kind words and she wanted to thank her staff for a great job and she also wanted to thank all of the building administrators and their staff because they have to sit and listen to her and get all of the lectures. Ms. Dunn also thanked Suplee, Clooney for their work on the audit. She said that it is very difficult to go through an audit, because as Mr. Moleen knows, when she started 15 years ago, the audit manual was about 50 pages long and now it is about 250 pages long and there is a lot that the auditors have to review. Mr. Abraham thanked Suplee, Clooney on behalf of the board, for the hard work they have done not only this year but in years past. He also congratulated Ms. Dunn, her staff and all members of the school district for working very hard and making sure that the district stays fiscally sound and fiscally responsible. Mr. Moleen thanked Ms. Dunn, Mr. Damato, Dr. Jakubowski and their staff for complete cooperation with the audit. He also thanked the board for its confidence in Suplee, Clooney & Company.

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

Mr. Donnarumma said that on personnel resolution P-1, there is a teacher who is listed as an interventionist. He wanted to know what an interventionist was and what are the duties of that position. Dr. Jakubowski said that an individual was transferred from a teaching position to become an interventionist. He said that in the district at the high school and middle schools there are guidance counselors and what the district established a number of years ago was that at the elementary level the position of interventionist would be created. Dr. Jakubowski said that the interventionist must have a teaching certification and, ideally, a guidance certification. He said that all elementary schools have interventionists who serve to work with the principal and parents as a quasi guidance counselor.

## COMMENTS FROM THE PUBLIC ON RESOLUTIONS ON THE AGENDA

He said that the interventionist from Hannah Caldwell is on maternity leave and someone has been assigned to fill this position. Dr. Jakubowski said it was his hope was that when the interventionist from Hannah Caldwell returns either this or next year, the only two schools that share an interventionist were Livingston and Washington and he hoped to put the individual approved tonight in one of those two schools and there will be a full time interventionist in each elementary school. Mr. Donnarumma said there was no stipend listed for this position. Dr. Jakubowski said that there is not a stipend for this position, the individual is paid a teacher's salary and whatever step that individual is on the regular teaching salary guide, that is the salary they are paid.

## EDUCATION/STUDENT DISCIPLINE COMMITTEE

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

## E-1. AMEND 2007-2008 OUT-OF-DISTRICT ATYPICAL STUDENT PLACEMENT LIST

That approval be given to amend the 2007-2008 Out-of-District Atypical Student Placement List in accordance with the information appended to the nonpublic portion of these minutes.

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

That approval be given to amend the list of students removed from the rolls [eleven (11) students exited for the period October 1 through October 31, 2007; a total of twenty (20) students exited for the 2007-2008 school year] who are not domiciled in this school district and two (2) students who will be allowed to complete the 2007-2008 school year in accordance with the information appended to the nonpublic portion of these minutes.

## E-3. APPROVE MEMORANDUM OF AGREEMENT – LAW ENFORCEMENT OFFICIALS

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

## E-4. APPROVE OVERNIGHT FIELD TRIP TO LAKE PLACID – UNION HIGH SCHOOL SKI CLUB

That the board approve 50 students from the Union High School Ski Club to attend overnight field trip to Lake Placid, New York from February 8<sup>th</sup> through February 10<sup>th</sup>, 2008 at a cost of \$300 per student (Costs for this trip will be paid by individual students).

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## E-5. APPROVE NJSIAA RANDOM TESTING PROCEDURE

That the board approve the N.J.S.I.A.A. random testing procedure in accordance with the information appended to these minutes.

## E-6. APPROVE ATTENDANCE AT FAIRVIEW ENVIRONMENTAL CAMP – UNION HIGH SCHOOL

That the board approve approximately 45 students from Union High School to attend Fairview Environmental Camp from May 6<sup>th</sup> through May 9<sup>th</sup>, 2008 at a cost of approximately \$147 per student (\$4,400 has been budgeted for this trip and the remainder will be fundraised by the students attending).

## DISCUSSION:

Mrs. McNeil said that at the worksession, the board had a discussion regarding resolution E-5 and the board had some questions that Mr. Damato was going to look into. Mr. Damato said that he had numerous discussions with Dr. Jakubowski and others regarding this issue. He said his main concern at the worksession was he had not seen or had occasion to look at or review the district's existing policy on steroid testing or random drug testing nor did he have a chance before that meeting to look at the release form that is signed by every varsity athlete. Mr. Damato stated that he did speak to the Director of Athletics who indicated to him that he has a signed release from each and every varsity athlete which is the N.J.S.I.A.A. prescribed form and based upon that, the policy and the law as he has reviewed it, he was comfortable with going ahead with the adoption of the resolution. Mr. Manochio said he recalled that the signature of the parent was also included on the memo. Mr. Damato said that on the release form the student's name is printed at the top, below that a parent or guardian would sign and also the student signs the form. He said that attached to the release form is a list of banned substances; some of those substances would be considered analogues or more commonly referred to as cocaine, amphetamines, etc. and other banned substances would be performance enhancing types of drugs which go by a variety of names but they are all on the list and the list is attached to the release form when it is given to the student and the student and parent/guardian both sign. Mr. Manochio asked if this meant that the parent would be aware that there was random testing. Mr. Damato stated that was correct. Mr. Perkins said that he was one of the people that Mr. Damato had spoken to regarding this matter and he had some serious questions concerning this proposal. He said that the N.J.S.I.A.A.'s letter which is part of the back up, starts "As you know, Executive Order 72 directed the N.J.S.I.A.A. to test a random selection of student athletes who qualified for State Championship competition." Mr. Perkins said that this statement is inaccurate. He said that the N.J.S.I.A.A. is a voluntary organization and is not a state functionary agency and it is the Department of Education that is directed to coordinate or in conjunction with

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the N.J.S.I.A.A. to do the testing according to Executive Order 72. Mr. Perkins said that there were questions raised in his mind concerning the liability exposure where the board grants authority to someone else to do the testing in the district's buildings; regarding the question of methodology, he spoke to Mr. Damato regarding whether the waiver or consent for the testing is a "knowing" consent. He said that there was also discussion about the randomness of the selection. Mr. Perkins said none of these questions are answered in the back up materials but the questions remain. He said that the letter characterizes the program as a "pilot" program, which leads him to believe that it has not been established as a rule of the N.J.S.I.A.A. at this point in time. Mr. Perkins stated that the board may or may not know that the rules of the N.J.S.I.A.A. are promulgated by a board of directors and are not subject, as far as he could tell, to the normal rule making process of administrative agencies, thus the inability to comment. He said that at this point left unanswered is the question of Department of Education approval. Mr. Perkins said there is a provision in the statute which allows boards of education to join voluntary organizations such as N.J.S.I.A.A. and there is no requirement that the district be a part of that organization but he was not proposing that the district leaves because the practical considerations are significant. He said that he was sure what the vehicle for the approval of the Department of Education is of any particular rule and he certainly has not seen anything; he was not sure if anything existed that the Department of Education has, in fact, reviewed the methodology and has specifically approved it. Mr. Perkins stated that all of these questions cause him to wonder about the wisdom of adopting the resolution on the one hand but on the other hand after discussions with Mr. Damato and Dr. Jakubowski concerning the same, there is nothing in the proposal which makes the granting of such permission irrevocable. He said that the district is in the process of reviewing with staff a drug testing policy within the district and it is at the committee level. Mr. Perkins proposed that since the granting of the permission is not irrevocable, since there are practical considerations that the board would approve the resolution this evening with the caveat that the district continue to review, provide and seek answers to the questions that he has raised regarding this issue. Mrs. McNeil said she was not aware of the N.J.S.I.A.A. stipulation but at the worksession, because it was a discussion item, the board did ask questions directed at Dr. Jakubowski. Mr. Perkins said he was satisfied that the resolution be adopted this evening with the understanding that it is a pilot program and that granting the permission is not irrevocable and the district will continue to explore the answers to the questions that he raised. Dr. Jakubowski said that he and Mr. Perkins did speak today with regard to the term "pilot" and he did call the N.J.S.I.A.A. during the day and he asked what they mean by "pilot" and they responded that the N.J.S.I.A.A. has had in place for a number of years a program that immediately following a championship event, drug testing is done. He said

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that if after an event an athlete tests positive, the team would lose their title based upon one individual. He said that he thought N.J.S.I.A.A. was piloting a program to test ahead of time so that if an athlete tests positive, that individual would be eliminated and it would not affect the whole team. Dr. Jakubowski said that this is what the "pilot" program happens to be right now. He said that the program of testing student athletes after a championship contest has been existence. Mr. Perkins said that his concern was that when one comes to another and asks for permission the implication is discretion and one would therefore ask what happens if the answer is "no". He said that he was satisfied that under the circumstances, since it is not irrevocable by any stretch of the imagination, further review will permit all the board to look at the issue. Mr. Perkins said that there also some liability exposure with a false positive and all of the consequences that would follow. He said that an event that is sponsored by N.J.S.I.A.A. the venue really is an N.J.S.I.A.A. venue but when N.J.S.I.A.A. says that they "want to come into your district and test at your school with your permission" the school district then becomes a player that it wasn't in the first event. Mr. Perkins said that these are issues that the board is obligated to look at. He said that he would try to get answers to the questions and have discussions with the people involved, including Dr. Jakubowski and Mr. Damato and as part of the policy review on drug testing, incorporate the information.

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

#### FISCAL AND PLANNING COMMITTEE

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

- F-1. ACCEPT TREASURER'S REPORT  
That the Treasurer's Report dated October 31, 2007 be accepted.
- F-2. ACCEPT SECRETARY'S REPORT  
That the Secretary's Report dated October 31, 2007 be accepted.

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

Pursuant to N.J.A.C. 6:20-2.13(d), I certify that as of October 31<sup>st</sup>, 2007 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8 and 18:22-8.1.

\_\_\_\_\_  
 James J. Damato

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 Dated

Pursuant to N.J.A.C. 6:20-2.13(e), we certify that as of October 31<sup>st</sup> 2007 after review of the secretary's monthly financial report (appropriate section) and upon consultation with the appropriate district officials that to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6:20-2.13(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. This certification is solely based on the information provided by the School Business Administrator and Board Secretary and is assumed by the board to be correct.

F-4. APPROVE LINE ITEM TRANSFERS

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

F-5. CONCUR WITH INVESTMENTS

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

Mature Date	Purchase Date	Number of Days	Amount	Invest. Held by	Home A/C Account	Interest Rate	Estimated Income
11/20/07	10/16/07	35	1,000,000	UCNB	UCNB Café	4.78%	4,647.22
11/20/07	10/16/07	35	800,000	UCNB	UCNB CAP Reserve	4.78%	3,717.78
11/20/07	10/16/07	35	20,000,000	Commerce	UCNB OP AC	4.88%	94,888.89
11/20/07	10/16/07	35	2,700,000	Commerce	UCNB Jan03 Bond	4.78%	12,547.50
11/20/07	10/16/07	35	1,200,000	Commerce	Unity BankSUI	4.78%	5,576.67

F-6. ACCEPT COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) AND AUDITOR'S MANAGEMENT REPORT

That the board accept thee Comprehensive Annual Financial Report (CAFR) and the Auditor's Management Report in accordance with the copy on file in the office of the Secretary.

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 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) Forest Lodge - \$1,300-8<sup>th</sup> grade trip – Kawameeh Middle School; (b) The Harlem Magicmasters - \$1,500 – assembly program – Central Five/Jefferson School; (c) KSA Events - \$4,000 – Girls' Basketball competition – Union High School; (d) Smencils – not to exceed \$3,000 – Key Club Fundraiser – Union High School; (e) Freedom Fundraiser – not to exceed \$5,500 – Key Club Fundraiser – Union High School; (f) Proforma - \$1,148 – Student Council t-shirt sale – Central-5/Jefferson School; (g) School Spirit Coffee – not to exceed \$2,500 – FBLA fundraiser – Union High School

F-9. APPROVE DISTRICTWIDE TRAVEL AND RELATED EXPENSES PURSUANT TO THE REQUIREMENTS OF *N.J.S.A. 18A:11-12, 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.S.A. 18A:11-12, 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. DESIGNATE ADDITIONAL DEPOSITORY – INVESTORS SAVINGS BANK

That the Board designate Investors Savings Bank as an additional depository for the funds of the Union Township Board of Education.

## FISCAL AND PLANNING COMMITTEE

## F-11. ACCEPT FY2008 NO CHILD LEFT BEHIND (NCLB) GRANT ALLOCATIONS

That the Board accept FY2008 NCLB (No Child Left Behind) Grant allocations which were approved by the New Jersey Department of Education as follows:

Title I	\$ 309,019
Title IIA	217,723
Title IID	2,626
Title III	46,173
Title IV	23,125
Title V	<u>9,437</u>
TOTAL	\$ 689,103

## F-12. ADOPT FORMAL RESOLUTION TO RESTORE PRINCIPLE OF MAJORITY RULE IN STATE OF NJ AS IT PERTAINS TO SPECIAL BUDGET QUESTIONS

That the Board adopt formal resolution to restore principle of Majority Rule in the State of New Jersey as it pertains to Special Budget Questions in School Board Annual Elections in accordance with the information appended to these minutes.

## F-13. ACCEPT DONATION – DOMINATE FOOD SERVICES

That the Board accept donation in the amount of \$2,250 from Dominate Food Services to be used by the Union High School Marching Band for equipment.

## F-14. REFUND FOR EQUIPMENT PURCHASED FOR THE MARCHING BAND – UNION HIGH SCHOOL

That the Board approve payment to Al Levitz, 1095 Burnet Avenue, Union, New Jersey the amount of \$2,250 as reimbursement for purchase of tractor and trailer for use by the Union High School Marching Band in accordance with the information appended to these minutes.

## DISCUSSION:

Mr. Perkins asked about resolutions F-13 and F-14 which were added to the agenda this evening. Mr. Damato said that the band raised money to purchase a small lawn tractor and a trailer to haul their equipment on and off the field at competitions. He said that the procedure for raising the money and depositing the money was fine but to speed up the process, Mr. Levitz went to Lowe's and

actually purchased the equipment so it could be used now and told the band that they could reimburse him when it was approved by the board. Mr. Damato said that Mr. Levitz did purchase the equipment for the total cost of \$2,250; he has a receipt but he did not bring the receipt with him this evening. He said that the receipt amount would be verified tomorrow and a check would be issued from the student activity account payable to Mr. Levitz based on the approval tonight. Mr. Damato said that the funds were a donation from one of Mr. Levitz's clients by the name of Dominate Food Services and Dominate Food Services donated the total cost of the tractor and trailer and the money was to be used for the purpose of purchasing the tractor and trailer and for use by the band. Mr. Perkins said with that explanation, he would have no difficulty consenting.

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

NAY: None

ABSTAIN: None

MOTION WAS CARRIED

OPERATIONS COMMITTEE:

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

O-1. APPROVE ADVERTISEMENT 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. APPROVE CHANGE ORDER #1 – LANDSITE CONSTRUCTION CO.

That the board approve Change Order #1 to Landsite Construction Co., 2152 W. Westfield Avenue, Roselle Park, NJ 07204 for supply and installation of 2"x2"x1/4" galvanized steel, mid span aisle supports in connection with home side bleacher renovations at Cooke Memorial Field at Union High School in the increased amount of \$3,975, to be taken from contingency funds with no increase in the award amount in accordance with the information appended to these minutes.

O-3. APPROVE DISCARD OF TEXTBOOKS

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

OPERATIONS COMMITTEE

O-4. APPROVE PROPOSAL FOR ARCHITECTURAL SERVICES – POTTER ARCHITECTS

That the board approve proposal for architectural services in connection with roofing replacement at Union High School visitor side bleacher storage shed from Potter Architects, 410 Colonial Avenue, Union, New Jersey in an amount not to exceed \$3,800 in accordance with the information appended to these minutes.

O-5. APPROVE ASSIGNMENT OF BIDS

That the board approve the assignment of bids for supplies for the 2007-2008 school year which were awarded to Goldie Industrial Supply and are now being assigned to and assumed by to A & M Industrial Supply in accordance with the information appended to these minutes.

O-6. APPROVE CHANGE ORDER #2 – OFFICE SOLUTIONS, INC.

That the board approve change order #2 to Office Solutions, Inc., 217 Mt. Horeb Road, Warren, NJ 07059 in the amount of \$8,570 for the upgrade of 116 telephones in connection with the districtwide telephone system upgrade in accordance with the information appended to these minutes.

DISCUSSION:

Mrs. Gaglione asked Mr. Tatum if he had a meeting tomorrow regarding the new telephone system and she wanted to know if everything was going smoothly with the installation of the new system. Mr. Tatum said that the system was in but there were a few glitches as well as the change order referred to in resolution O-6 which must be taken care of before the system can be switched over. He said that he was having a meeting tomorrow as well as next week to work out any issues with the system. Mrs. Gaglione asked if all parties involved would be asked to these meetings. Mr. Tatum said that was the case.

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

NAY: None

ABSTAIN: None

MOTION WAS CARRIED

PERSONNEL COMMITTEE:

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

P-1. APPROVE PERSONNEL ACTIONS

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

P-2. APPROVE SUBSTITUTE LISTS

That the Board approve the November 2007 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) Cheryl Duca, part-time bus driver, effective October 26, 2007; (b) Arlene Krampetz, art teacher at Central-5/Jefferson School, effective January 1, 2008 (retirement)

P-4. APPROVE MATERNITY, UNPAID FAMILY AND EXTENDED CHILD REARING LEAVE

That the Board approve maternity, unpaid family and extended child rearing leave to the following staff: (a) Kimberly Piotrowski, special education teacher at Connecticut Farms School, for the period February 15, 2008 through the end of the 2007-2008 school year; (b) Anna Marie Labisi, AAP Teacher at Livingston School, for the period November 5, 2007 through the end of the 2007-2008 school year.

P-5. APPROVE MATERNITY AND UNPAID FAMILY LEAVE – DITRI-KOVACS

That the Board approve maternity and unpaid family leave for Deanna Ditri-Kovacs, special education teacher at Central-5/Jefferson School, for the period December 17, 2007 through the end of the 2007-2008 school year.

P-6. APPROVE PAYMENT TO STAFF – PARENT WORKSHOP FOR MATHEMATICS-CONNECTICUT FARMS SCHOOL

That the Board approve payment to the following staff to conduct Parent Workshop for Mathematics at Connecticut Farms School on November 14, 2007 at a rate of \$65 per person: (a) Karen Votapek; (b) Jaclyn Cannella; (c) Suzanne Licks; (d) Rose Ann Fornarotto; (e) Cindy Stoller; (f) Lester Lembryk

P-7. APPROVE UNPAID FAMILY AND EXTENDED PERSONAL LEAVE – IZBICKI

That the Board approve unpaid family and extended personal leave for Katherine Izbicki, classroom assistant at Hannah Caldwell School for the period November 6, 2007 through the end of the 2007-2008 school year.

P-8. APPROVE MATERNITY AND EXTENDED FAMILY LEAVE – DI MUZIO

That the Board approve maternity and extended family leave for Julie DiMuzio, teacher at Battle Hill School, for the period December 21, 2007 through the end of the 2007-2008 school year.

P-9. APPROVE UNPAID FAMILY LEAVE – RAIMO

That the Board approve unpaid family leave for Lisa P. Raimo, SPED teacher at Kawameeh Middle School, for the period October 30, 2007 through January 31, 2008.

P-10. APPROVE CURRICULUM WRITING TEAMS

That the Board approve curriculum writing teams at a per person compensation rate of \$20 per hour not to exceed 15 hours in accordance with the information appended to these minutes.

P-11. APPROVE PAYMENT TO STAFF FOR PRESENTATION AT NOVEMBER 6, 2007 PROFESSIONAL DEVELOPMENT DAY

That the Board approve payment to staff for preparation for presentation at the November 6, 2007 Professional Development Day in accordance with the information appended to these minutes.

P-12. ENTER INTO AN INTERLOCAL SERVICES AGREEMENT FOR PUBLIC RELATIONS SERVICES – TOWNSHIP OF UNION

That the Board enter into an interlocal services agreement for public relations services with the Township of Union in accordance with the information appended to these minutes.

P-13. CREATE NEW JOB TITLE – BUILDING TECHNOLOGY REPRESENTATIVE

That the Board create the job title of "Building Technology Representative" in accordance with the information appended to these minutes.

DISCUSSION:

Mr. Manochio asked Dr. Jakubowski to explain the new job title that was being created. Dr. Jakubowski said that what the district was trying to do as the technology department is being expanded because there was still concern about communication and how the delay of the concerns in a building in getting back to

PERSONNEL COMMITTEE  
DISCUSSION

the technology department. He said that it was decided to create a new position which will be called "Building Technology Representative" so that the position can be posted. Dr. Jakubowski stated that he wanted to see who would apply for this position. He said that eventually this position would become a negotiable item with the Association as to whether a stipend would be paid for this position. Dr. Jakubowski said that by posting the position and seeing who would apply for it, it can then be determined whether or not the district really needs this position. He said that he and Mr. Tatum worked on the job description. Dr. Jakubowski said that he has some ideas at the elementary level that the position could be filled by a particular individual in each building that is already involved with the computers and the gifted and talented program, but not necessarily and at the middle school and high school, he was not exactly sure. He wanted to see who might be interested and then he will meet with Mr. Shanahan to see what the impact on it will be. Mr. Manochio asked if it was a separate job other than a person's classroom responsibilities. Dr. Jakubowski said he was not sure but it certainly would not be a full-time position but at the middle school and high school level, it may be not having a homeroom or teaching one less class; this may be the compromise. Mr. Manochio asked if the job description would specify a period of time during the day. Dr. Jakubowski said that the job description only specifies what the function of the job will be and after individuals are interviewed, then it will be decided exactly when the job will be performed much like the building AVA coordinator. He did not know how much time the position will take, he was not yet sure. Dr. Jakubowski said he would discuss the matter with the building principals. Mr. Perkins said that he has had conversations with Dr. Jakubowski and others concerning this proposal and it seemed to him that in industry it behooves both the enterprise and the individual to develop subject matter expertise and one becomes known as a "subject matter expert". He said that this is not something an individual is trained for but an individual is designated as a subject matter expert in a particular area and your responsibilities include maintaining knowledge of the developments in a particular field and things like that. Mr. Perkins stated that it seemed to him that this proposal affords the district's staff the opportunity to become subject matter experts and to enhance their value to the district and to themselves as well. He said that from a conceptual point of view, he looked at it **in that light rather than** as more of a set job.

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

MOTION WAS CARRIED

## APPROVAL OF BILLS

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

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

NAY: None

ABSTAIN: None

MOTION WAS CARRIED

## UNFINISHED BUSINESS

Mr. Helmstetter said that at the worksession the renovation of the back of Hannah Caldwell into the new administrative offices was discussed; he asked Dr. Jakubowski to comment on this discussion for the benefit of the public. Dr. Jakubowski said that with the remainder of the bond money, it was the goal of the district to eventually move the administrative offices from the building that it is currently in to the back of Hannah Caldwell which originally was to become the Senior Citizen Center. He said that he has met with Township Officials in order to have Hendricks Drive opened. Dr. Jakubowski said that the advantages to moving the administrative offices to this space are that there is enough room to enable the board to hold its board meetings and permanent cameras would be installed for that purpose; there would be numerous conference rooms; the districtwide supervisors would be able to have offices in this space; and the department of special services or at least Ms. French would be able to have an office there. He said that the entrance would be located in an area where it would not be a disruption to other activities and it will be located in a school building which is something that he has wanted to see happen for a long time. Dr. Jakubowski said that the move would allow for the expansion of the technology and the maintenance departments in the present administration building. He said that Potter Architects has prepared plans and he thought it would be in the best interest of the district for this move to take place. Dr. Jakubowski said that this move would also allow for the expansion of duties for supervisors within the district and he felt that Ms. French should have an office at the central office so that it will be easier for her to be part of central office briefings. He asked Mr. Damato if there were any more firm timelines for this project. Mr. Damato said that he has a draft plan in his office that was recently updated. He said that everyone in the office looked at the plan and made comments and based upon those comments, he had the plan revised. Mr. Damato said that he just received the revised plan from Potter Architects and now it must be reviewed again before the board goes forward. He said that the only issue now is with regard to the

## UNFINISHED BUSINESS

parking. Mr. Damato said that he has a circulation plan and he is trying to set up a meeting with the Township Engineer either tomorrow or early next week to review the circulation plan and hopefully, the issue will be resolved. He said as soon as the parking issue is resolved, the district can move forward with the project. Mr. Abraham asked once the parking issue is resolved, what is the next step in the process to get the project going. Mr. Damato said that schematic drawings must also be prepared as plans and specifications are required. He said then the plans would have to be submitted to the State of New Jersey for approval and probably the best case scenario would be about one year to get the approval. Dr. Jakubowski said he did not know if this project has been included in the district's Five Year Plan and whether the district would be looking for any funding from the State.

Dr. Jakubowski complimented Mrs. Gainey for her involvement in College and Career Night at the high school and for doing a great job. He said that Mrs. Gainey has also given him a plan of equipment that is needed to finally set up a studio at the high school.

Dr. Jakubowski also commented on the Ski Club trip which was approved this evening. He said that people sometimes wonder why the district allows these trips. Dr. Jakubowski said in the most recent edition of "Our Town" he and Mayor Restivo had a conversation about wellness in schools and childhood obesity. He said that the concern is that our children's children will be the first generation that will not live as long as their parents because there is more childhood obesity and childhood diabetes than ever before. Dr. Jakubowski said that there are many youngsters that have high cholesterol and high triglycerides as they have become a fast food generation. He said that a Ski Club is part of the high school's physical education program and Ms. Ionta has been very aggressive with student wellness. Dr. Jakubowski said that the district needed the cooperation of parents in order to get students to participate in physical activities. He said that unless it is an organized activity very few youngsters go outside and play on their own today. Dr. Jakubowski said that he liked the fact that New Jersey still requires physical education and although the district can get by with three days a week of physical education at Burnet, Kawameeh and the high school, based on the length of the periods, students still have five periods of physical education per week. Mr. Perkins said that he heartily endorsed what Dr. Jakubowski has said and the importance of physical activity in the learning environment and all learning should be fun. He said that all extracurricular activities that are positively oriented whether they be physical or intellectual are opportunities for peer learning; that is, students get to know each other better, they show each other how to do things, inevitably, there is discussion about what the subject matter being taught in the

## UNFINISHED BUSINESS

school and all of those benefits. Mr. Perkins said it was fiscally sound to encourage clubs and sports in the schools for those reasons in addition to the health benefits.

Dr. Jakubowski said that letters were sent home regarding MRSA and what was going on the district. He said that in today's Star Ledger there was an article about what individuals should be doing as preventative measures. Dr. Jakubowski said that all safety procedures are being followed in the district. He said that there have not been any cases of MRSA in the district so far. Dr. Jakubowski said that Mr. Magliacano has met with the maintenance staff to use the correct types of disinfectants and more soap dispensers have been ordered so that they are readily available to students and staff. He asked for the cooperation of all parents in the district to speak to their students to make sure they take the correct precautions. Mr. Perkins asked if the district was doing anything to encourage the use of hand cleaners such as Purell in the schools. Mrs. Gaglione said that she had students in three different schools in town and her daughter recently had asked her to purchase Purell because she said that the majority of the students in her middle school had already been using it. She thought that the parents in town were aware of the problem and she believed that some teachers also have it available in their classrooms for use by students. Mr. Magliacano said that he was in the process of ordering Purell dispensers for each cafeteria, nurses office, etc. in each building. Mrs. Gaglione said that her children were very involved in sports and it was a grave concern to her as well that the district makes sure it does everything possible to keep everything clean.

## NEW BUSINESS

Mrs. Gaglione said that she went to the New Jersey School Boards Association Semi-Annual Delegate Assembly last Saturday. She was not sure if any board member ever attended in the past. Mrs. Gaglione said that she found it to be very interesting and she mentioned that delegates can vote at the assemblies. She thought it was really important for someone from the board to attend, because the assembly deals with the policies of the New Jersey School Board and we, as a board of education, can also put additional information into School Boards policies. Mrs. Gaglione said that one of the issues discussed was there was a concern voiced by veterans from New Jersey who thought that New Jersey School Boards was taking action against them, because of a discussion as to whether or not Veterans Day should be a day off from school for students and School Boards made additions into their policy to satisfy the fact that NJ School Boards Association is not against veterans but very much for them.

Mr. Figueiredo said that he wanted to recognize a group of students who compete on football fields but do not play football and that is the Union High

School Marching Band. He said that they compete on various football fields throughout the State and he wanted to acknowledge them because under the leadership of Ms. Muller and the supervision of Mr. Rago, in Trenton at the regional competition the band took second place in the State and their music was first place in the State and piggybacking on what Dr. Jakubowski said, there is a lot of physical training involved in the band. He said that they spend a week at camp in the summer. Mr. Figueiredo said that the band marches aggressively and plays instruments for nine minutes during a competition where they are scored by judges and it takes a lot of energy. He also acknowledged all of Mr. Levitz's efforts with the band this season. Mr. Figueiredo also wanted to make a plug for the Performing Arts Club who will be presenting "A Christmas Carol" at the high school on November 29<sup>th</sup>, November 30<sup>th</sup>, December 1<sup>st</sup> and December 2<sup>nd</sup>. He encouraged everyone to come, support the group and see a wonderful work. Mr. Figueiredo said the students involved have been working for the past two-three months.

Mr. Abraham said that on behalf of himself and the rest of the board, he wanted to wish the members of the community a very happy, safe and healthy Thanksgiving. He wished the Superintendent, the Assistant Superintendents, Mr. Magliacano and all the members of the staff a healthy, happy, safe Thanksgiving. Mr. Abraham said it was a great time of year to appreciate the time and give thanks for those things that we all have.

COMMENTS FROM THE PUBLIC

None

MOTION TO ADJOURN

There being no further business to come before the board, it was moved by Mr. Manochio, seconded by Mr. Perkins that the meeting be adjourned.

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

NAY: None

ABSTAIN: None

MOTION WAS CARRIED

Respectfully submitted

JAMES J. DAMATO  
BOARD SECRETARY