

**UNION TOWNSHIP BOARD OF EDUCATION  
WORKSESSION MINUTES – SEPTEMBER 11, 2007**

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

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

ABSENT AT ROLL CALL: Mr. Steven Helmstetter

The meeting was called to order by Mr. Abraham at 7:00 p.m. He asked if the board could observe a moment of silence in remembrance of those who lost their lives six years ago on September 11<sup>th</sup>. Mr. Ruhl led the board members and audience in the Pledge of Allegiance.

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

**COMMUNICATIONS:**

Mr. Damato stated that all communications have been referred to the appropriate committee. He indicated that he had received a late communication which was not on the agenda yet and this was a letter from Rose Sokol who was resigning her position as note-taker at the worksession meetings. Mr. Damato said that he would forward a copy of this communication to each board member and it would be included on next week's agenda. Mr. Abraham asked if Mrs. Ditri would be assuming those responsibilities. Dr. Jakubowski said that because Mrs. Sokol belonged to the Unit, he believed that contractually any position that was held by someone in the Unit, must be posted. Mr. Damato said there was no problem with posting the position. Mrs. Ditri indicated that she had a copy of a previous posting which could be used as a sample.

**APPROVAL OF MINUTES**

Mr. Abraham asked each board member to review the minutes of the Planning Session Minutes of August 17, 2007 and the Executive Session Minutes of August 17, 2007 for approval at the regular meeting.

**EDUCATION/STUDENT DISCIPLINE COMMITTEE**

Mrs. McNeil stated that the committee met this evening but before she went over the resolutions, she indicated that the committee met with two of the principals from the district; they were Mr. Hoyt who is the principal of Washington School and Mr. Lowery, who is the principal of Franklin School. Mrs. McNeil said that Mr. Hoyt gave the committee an overview of his last few months at the school and what his vision was for the school. She said that Mr. Hoyt basically was focusing in on technology and he has implemented programs with his

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teachers to get more familiar with computers and have more in-service workshops which deal with technology. Mrs. McNeil stated that Washington School was doing an excellent job but Mr. Hoyt said there was always room for improvement. He said that he hoped to challenge and motivate his staff. She said that Mr. Hoyt wanted the board to support his efforts with technology so that he could have the tools to implement his goals. Mrs. McNeil said that Mr. Lowery was the new principal at Franklin School. She felt that he was an excellent choice for the position. Mrs. McNeil passed out a handout which was given to the committee by Mr. Lowery which started his vision for the school. She said that Mr. Lowery indicated that he wanted to focus on academics and the school community. Mrs. McNeil said that Mr. Lowery is implementing programs to try to get more parental involvement and as far as academics, he wanted to consider departmentalizing the third and fourth grades so that teachers can concentrate more on specific subjects instead of teaching four or more subjects. She said that Mr. Lowery wanted the board to support him with the cosmetics and improvements to the front of the building.

Mrs. McNeil presented the Education/Student Discipline agenda.

### DISCUSSION ITEMS:

Dr. Jakubowski said that Mr. Hoyt and Mr. Lowery are examples of in what direction the district is moving; what the district is looking for in terms of administrators and in what the district hopes to accomplish in many respects. Mr. Manochio commented on Mr. Lowery's wanting support of the board for cosmetics of the school building. Dr. Jakubowski stated that the board has discussed the issues of repair of the cupola and the railings in front of the school. He said that when he had his meeting with the parents of Franklin with regard to "School In Need of Improvement", he and Mr. Lowery walked around the building and they looked at both the inside and outside of the building. Dr. Jakubowski said that he felt Mr. Lowery was looking for a "facelift" of the building to add some pride, aesthetically, to the building. Mr. Manochio asked if Mr. Hoyt was referring to technology as far as the use of technology or training of the teachers in technology. Mrs. McNeil said Mr. Hoyt wanted both. She said that many teachers originally did not have training but Mr. Hoyt had an in-service to get the teachers familiarized with the technology. Mrs. McNeil said that the PTA at Washington School has purchased six (6) laptop computers to be used in the classrooms.

Dr. Jakubowski stated that class sizes at the elementary level are very good right now. He said that the fourth grades at Livingston and Battle Hill are in the 23-24 student range and this is being monitored. Dr. Jakubowski said that the second grade at Hannah Caldwell exceeded 25 students in a class and another second grade section was added to focus on keeping on class sizes at a good place. He said that the kindergarten classes are high in several schools: Connecticut Farms, Franklin and

## EDUCATION/STUDENT DISCIPLINE COMMITTEE DISCUSSION ITEMS:

Battle Hill, but in each of those schools he has made sure that there is a classroom assist on a full time basis in each kindergarten class. Dr. Jakubowski said he did not believe that at this time he thought it was in the best interest of the district to expand kindergarten classes and because of all of the other programs that are now in the elementary schools, most of the elementary school do not have any extra classrooms. He said that in order for Dr. Lentine to put a fifth second grade at Hannah Caldwell right now, the music teacher will either be going into the classrooms or using the auditorium for music classes. Dr. Jakubowski said that he wanted to make the board aware that he was meeting with principals next week. He said that the Township was celebrating a birthday next year and was working on a bicentennial celebration. Dr. Jakubowski said he wanted each school visit a regular board of education meeting and report on the history of each school.

### FRENCH FIELD TRIP

Mrs. Lombardi indicated that Mrs. Morrow from Kawameeh Middle School has requested that the board approve an eighth grade field trip to Quebec in the spring. She said that Mrs. Morrow has taken this trip for the past four or five years. Mrs. Lombardi said that Mrs. Morrow did not have definite dates for the trip, but Mr. Bell and she were looking at dates because there have been significant changes in the testing calendar this year. Mrs. Lombardi indicated that Mrs. Morrow wanted to go in May, only eighth grade students will go on the trip and Mrs. Lombardi did not believe there would be an impact but Mr. Bell wanted to make sure that there was not a problem with testing. Mrs. Lombardi said that Mrs. Morrow was looking for board approval early because she needed to start to plan the trip. She said that the only cost to the board would be for a substitute teacher for two school days and all chaperones will be parents of students on the trip. Dr. Jakubowski said that the board has allowed this trip for the past few years and when he spoke to some students who had attended the trip last year who said they had a great time. Mr. Manochio said he did not have a problem with the students going on the trip, however he reminded Dr. Jakubowski that he had taken the position last year that students would not be able to go on trips that go out of the country. Mr. Abraham said he also remembered that a group from the high school who wanted to go out of the country were denied permission and the board supported that position. Dr. Jakubowski said he thought the difference was the other trips out of the country have been trips that require airplane transportation and the students will be traveling to Quebec by bus. Mr. Manochio said that if the superintendent was okay with the students traveling to Canada, he thought it was a great idea. He asked how many students would be going on the trip. Dr. Jakubowski said that last year between twenty and thirty students attended and he thought that this group should be able to go on the trip. Mr. Perkins said he did not think there was a board policy that prohibited students from going on trips out of the country. Dr. Jakubowski said there was not a policy. Mr. Abraham asked what the consensus of the board and the board concurred that the students be allowed to go on the trip.

## 2007-2008 SCHOOL LEVEL OBJECTIVES

Mrs. Lombardi said that the School Level Objectives is something that the board votes on every year in September. She said that it was not put on as an agenda item because she and Dr. Jakubowski have a meeting with the County Superintendent next Tuesday. Mrs. Lombardi passed out a "draft" of the 2007-2008 School Level Objectives because they had not been approved by the County Superintendent. She said that they are based upon assessment results from Spring of 2007 and they are put together by the building principals with guidance from her and she believed that everything has been included that the district must have in the objectives. Mrs. Lombardi said that if a school did not meet adequate yearly progress (AYP) in any of the subgroups there is an objective. She said that there are also many other objectives. Mrs. Lombardi said that Mrs. Moses chose to write quite a few challenging objectives, even though she made 41 of 41 indicators to reduce the number of partially proficient students. She said that the other issue is that next year the AYP indicators increase significantly across all of the tests. Mrs. Lombardi said that she looked at where each of the schools was in the assessment results of spring 2007 and she compared them to the new AYP indicators. She said that two of the district's schools would have made AYP for 2008 based upon the 2007 results and those buildings were Hannah Caldwell and Washington Schools. Mrs. Lombardi said that she suggested to the other buildings that did not meet AYP for 2008 for their total student population that that school write a goal to make sure that the faculty knows that there is a new target objective for them and she believed that Mr. Lentine might have also written a goal because his results were right at the new number for next year and he wanted to make sure that his teachers focus on raising that bar. She said what she and Dr. Jakubowski would like to do is have a resolution for next week's meeting for the board to adopt the school level objectives and if the County Superintendent approves on Tuesday morning, she would like the board to vote on them Tuesday night because she needs to then put these objectives into the QAAR so that the County Superintendent can accept the QAAR in October. Mr. Manochio said that he liked some of the objectives contained in the 2007-2008 School Level Objectives of the middle schools and the high school concern special education students. He asked why they were not contained in the objectives of the elementary schools also. Mrs. Lombardi said that at the elementary level really do not have the base number for the subgroups. Dr. Jakubowski said that if a school does not have the base number for a subgroup it does not become an issue. He said that the middle schools and the high school because of the size of the buildings, unless they look at it differently, probably every year all three of those schools will not meet 41 of 41 indicators.

#### FISCAL AND PLANNING COMMITTEE:

Mrs. Gaglione stated that the committee met earlier this evening. She presented the fiscal and planning agenda. Mr. Manochio referred to resolution F-7 and asked why Burnet Middle School had a savings account as well as a checking account while all the other schools only have a checking account and he wanted to know if this was a mistake. Ms. Dunn said that Burnet does have savings account in addition to its checking account. Mr. Manochio asked why Burnet had a savings account. Ms. Dunn said that this was the way Burnet used to operate in years gone by. Mr. Manochio asked if it would appropriate to close the savings account and put the funds in the checking account. Ms. Dunn said that she would have to check with the auditor before it is done. She said that the middle schools have operated differently for years. Mr. Manochio asked Ms. Dunn what she thought should be done. Ms. Dunn said she would rather not say until she found out exactly what monies are being put in the savings account and discuss the issue with Mr. Moleen.

#### OPERATIONS COMMITTEE:

Mr. Ruhl said that the committee met this evening and he presented the operations agenda. Mrs. Salazar asked why on the Comprehensive Maintenance Plan referred to in resolution O-5 the actual expenditure for the fiscal year 06-07 is more than the budgeted for fiscal year 07-08 in three schools even though the items were the same. Mr. Magliacano stated that he just took percentages and go with the schools needs and the budgeted amount is just an estimate. Ms. Dunn said that the schedule that is attached to resolution O-3 shows the actual amounts that were spent and what the district needs to spend. She said the minimum expenditure is 2% over a ten year period and it is based upon a square footage amount. Ms. Dunn said that if Mrs. Salazar would look at the Annual Maintenance Reserve Deposit worksheet for 2007-2008 and 2008-2009 it indicates that the district needs to budget a certain amount but the district can spend more but the minimum target budget is the amount set forth on this form. She said the amount listed for 2007-2008 is a real figure but the year has just begun. The amounts listed for 2008-2009 are based upon the minimum amount that must be spent. She said that the amounts listed for the 2006-2007 year are the actual amounts that were spent during the last school year. Ms. Dunn said that the figures are formulated in accordance with a formula. Mr. Ruhl said that it was discussed at the committee meeting that the roof of the storage area underneath the visitors' bleachers should be looked at while the renovations are being done because there were concerns of leakage into the storage. He felt that it would be easier to take care of this problem before the new bleachers are installed. Mr. Ruhl asked Mr. Magliacano to look into this matter. Mr. Abraham asked when the work on the visitors' bleachers was scheduled to be done. Mr. Magliacano said that it will take about eight weeks to get the aluminum necessary for the project and the renovations will take place after football season is over. Mrs. Gaglione asked if the work could be completed after football season because of the temperature. Mr. Magliacano said that the project will be completed in about two and a half weeks and the contractor has indicated that temperature will not be a factor.

OPERATIONS COMMITTEE  
DISCUSSION ITEMS

WAIVER OF RENTAL FEES – HOLY SPIRIT SCHOOL

Mr. Ruhl stated that every year the district waives the rental fees for Holy Spirit School for the use of the gymnasium at Livingston School for use by Holy Spirit School's basketball team because Holy Spirit does not have a gymnasium. Mr. Abraham asked if they would be responsible to pay energy surcharges for the use of the facilities. Mr. Manochio said that it would be up to the discretion of the superintendent. Dr. Jakubowski said that he would look into what facilities are used by Holy Spirit and he would make a decision as to what fees would be charged. He said that the board has normally allowed Holy Spirit to use the district's facilities. Mr. Magliacano said that Holy Spirit typically used the gymnasium on a Tuesday and Thursday evening and never on a weekend.

Dr. Jakubowski said that he and Mr. Magliacano met with Mr. Bradley, Mr. Manzella, Chief Kramer, Deputy Chief Giordano and Sgt. Foster to talk about the traffic patterns around town. He said that with all of the work that has been done on Morris Avenue, they were disappointed that early in the morning it is still congested coming into Cooke Drive. Dr. Jakubowski said that speed bumps were put in the parking lot. He said that the first speed bump which is about 100 yards from the corner of Cooke Drive and Morris Avenue will be milled down to see if this will alleviate this problem. Mr. Perkins asked if there was any discussion that the police chief sanctioned the 10 mile per hour speed limit proposal for the parking lot. Dr. Jakubowski said there was not. He said that the parking lot will still have all of the speed bumps; the only one that will be milled down was the first one at the entrance to the parking lot. Mr. Perkins asked if this speed bump was on the district's property or the township's property. Mr. Magliacano stated it was on the district's property. Dr. Jakubowski said that he has observed the traffic for several days and the traffic starts to build up a little after seven and by 7:30 the traffic is relatively clear. He said that he looked at where the buses drop off students in the morning at the high school. Dr. Jakubowski said that right now there are fifteen buses that drop off students in the parking lot area. He said there was a suggestion that students should be dropped off on Gruber Avenue where some students board at the end of the school day. Dr. Jakubowski said that the problem with that site is that the traffic coming up North Third Street and the truth of it is the buses would be stuck on Gruber Avenue because of the stop sign and the buses would never be able to make a left hand turn onto Burnet Avenue because the traffic is backed up to at least North Third Street and sometimes farther. He said that he also mentioned at the meeting that the light at Spruce Street does not allow many cars to pass through. Dr. Jakubowski said that he was trying to work with the Township to alleviate traffic jams around town. He said that when he speaks to the representatives from the police department again he would mention the fact that the speed bumps were installed because of the 10 mile per hour speed limit. Dr. Jakubowski stated that more people are using Morris Avenue into Millburn due to the construction that is taking place on Route 78/24 because it is difficult to get on off of Vauxhall Road.

#### PERSONNEL COMMITTEE:

Mr. Manochio said that the personnel committee met earlier in the evening and discussed the resolutions which he presented as the personnel agenda. Mrs. McNeil asked why there was no salary listed for Ms. Perska on the backup for resolution P-4. Dr. Jakubowski said that since Ms. Perska only works on a part time basis, her new salary would be calculated and included for next week's meeting. Mrs. Salazar asked what Margaret Berry was the trainer of as referred to in resolution P-6. Dr. Jakubowski said that Ms. Berry is the athletic trainer. He said that she was hired in August and the athletic trainer is given so many hours during the course of the year for other things such as special events which are not part of her daily routine. Dr. Jakubowski said that Union is such a large district and there are so many activities going on at the same time. He said that Ms. Ionta used to take over in emergency situations. Dr. Jakubowski said that the additional 150 hours was put on the agenda for Mr. Paterno, who is now teaching at the high school, to help in emergency situations. Ms. Gaglione said she wanted to make sure that if both trainers were at the football game on opening day that Mr. Paterno was not picking up hours. Dr. Jakubowski said that he thought attendance at a football game was part of the trainer's regular salary.

#### APPROVAL OF BILLS

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

#### UNFINISHED BUSINESS

Dr. Jakubowski said that enrollment in the district is down a little from last year as of right now. He said that he wanted to make sure that all schools had updated StarBase and all numbers had been adjusted. Dr. Jakubowski said that the elementary numbers seemed to be a little bit higher overall; the middle school numbers are down and the high school is almost status quo. He said that the kindergarten numbers are up significantly from last year; approximately 50 or 60 students. Dr. Jakubowski said that he was still working on some transportation issues. He said that there are more and more students in the district such as special education students that require transportation and due to this, the district has not started any type of courtesy bussing for anyone because availability of buses is not yet known. Dr. Jakubowski said that school did begin last week but historically it takes about a week before the district gets to where its enrollment should be. He said that a number of individuals have reached out to the district for the type of busing that was provided in previous years "out of the goodness of our hearts". Dr. Jakubowski said that busing was provided to some students who were not "entitled" to busing. He said that Ms. Dunn was trying to resolve all transportation requests but the bottom line is that if an individual does not live at an address which is a "bused" address, by law the district is not responsible to bus the student. Dr. Jakubowski said, otherwise, transportation has been moving smoothly and students have been getting to school on time, etc. Ms. Dunn said that at the end of the school year, the information in

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StarBase is uploaded into the transportation system but all of the children who enter or exit over the summer must be manually entered or deleted from the system. She said that she spoke to a mother this morning who was upset but she had only finalized her students' registrations at 3 p.m. yesterday and transportation was unaware that the students were in the district and at 7 a.m. she was inquiring why her child had not been assigned to a bus and Ms. Dunn explained to the mother that she had to wait for the schools to forward the information before a bus could be assigned. Ms. Dunn said that she had to commend the transportation department for doing a great job and many of the parents that she has spoken to have been very understanding. She said that this afternoon she e-mailed all administrators in the district, pleading with them to get all student information both entrants and exits to her so that all students can be accounted for. Ms. Dunn said that she wanted to rectify all transportation problems as soon as possible and try to accommodate everyone that the district can. She appreciated everyone's patience and understanding. Ms. Dunn said that she is not only dealing with the 8,000 students that are in-district but also 1,500 that the district is responsible for that are out-of-district students. Dr. Jakubowski said that the district's mileage is less than what the state says it should be and provides transportation to elementary students who are 1.5 miles from their school and the state law says a student must live 2 miles away from their school. He said that the opening of school has been good and class sizes are very good. Dr. Jakubowski said that this summer any students who registered at Central Office were entered into StarBase by Mrs. Hubbard rather than waiting for the school secretaries to enter the new students when they returned to their buildings, so that he could keep a closer look at the enrollment numbers. He said that he also tried to accommodate requests by parents to have their children go to a specific school for a specific reason. Dr. Jakubowski said that he tries to honor as many special requests as possible. He said that he was meeting with the transportation department and Ms. Dunn on Friday to see what the bus availability for the new school year would be. Dr. Jakubowski said that Mr. Tatum, Mrs. Lombardi and he had visited buildings and everything seems to be going smoothly. He said that he still needed to hire a number of classroom assistants to help out where needed. Mrs. Lombardi said that at the buildings she visited the students seemed excited to be back and the staff was eager to get back to work. Mr. Tatum said that he had the opportunity to speak to a number of parents and they seemed in an upbeat mood. He said that he also spent some time at Franklin School on the opening day with the new principal to give him some support and he thought overall there was a very positive atmosphere in the district. Dr. Jakubowski said that when he met with the parents from Franklin School with Mr. Lowery being present, he was impressed that so many parents came to the meeting for an explanation of what it meant for a school to be a "School In Need of Improvement" and it turned out that the parents of four students decided to move their children to other school buildings. He said that the Franklin parents were very

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cooperative, understanding and want to see what happens this year. Dr. Jakubowski said that Mr. Lowery did an outstanding job when he spoke. Mrs. Gaglione said that she attended the Franklin parent meeting to see how the situation would be handled. She said that the concern of the board to get parents involved in the education of their children was also the concern of many people and not necessarily the parents who were at the meeting. Mrs. Gaglione said some of the concern is with language barriers when a parent is not fluent in English. She thought that it might be a good idea to offer some parent classes in reading in conjunction with student reading classes. Mrs. Gaglione said that there was a parent present at the meeting who brought up the question of technology and how children are learning today. She said the parent spoke of the importance of making technology tools available for students to help them grasp the material that is being taught. Dr. Jakubowski said that the information that Mr. Lowery gave the education committee tonight addressed the concerns at Franklin School. He said that Mr. Lowery also told parents at the meeting at Franklin that he had come from a middle school and he was a disciplinarian in his former position. Dr. Jakubowski said that Mr. Lowery told parents that he would do what had to be done to get a positive attitude at Franklin. Mrs. Gaglione said it was the concern of many parents that students are not disciplined properly at home and may affect the education system when they are in the classroom. She was very comfortable with the fact that Mr. Lowery listened to the parents regarding discipline and told them that he would address the problem. Mr. Abraham said that his daughter entered the high school as a freshman this year. He said that the first few days of school can be traumatic for the freshman, things seemed to go smoothly and he has heard many positive things. Mr. Abraham said he did get some feedback with regard to the new Assistant Principals and everything seems to be going along smoothly at this time. He said that the assistant principals are visible and doing what they are supposed to be doing and Mr. Gibbons and the Vice Principals have also been visible around the building. Mr. Manochio said he thought that Mr. Lowery as the Principal of Franklin School was an excellent choice. He asked Mr. Damato if he had an update on the new administrative offices from the architect. Mr. Damato said that he just received a new set of working drawings yesterday and Dr. Jakubowski has not even had a chance to take a look at them yet and he and Ms. Dunn only looked at them briefly. He said that there was one wrinkle in the plans that needed to be dealt with and that is parking. Mr. Damato said that the way it was originally designed, when Hannah Caldwell was built, was to put parking for that wing of the building on Hendricks Drive. He said that there was a plan recently to open Hendricks Drive and put a cul-de-sac at the end. Mr. Damato said that he needed to speak to Town about it. Dr. Jakubowski said that the chief of police seems to have an issue with this more than anyone else. He felt that Hendricks Drive should be open. Mr. Manochio asked if the chief of police was questioning the use of that entrance. Dr. Jakubowski said that Hendricks Drive was blocked off right now at the Deron School with a gate and it is

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the concern of the chief that if people come on Hendricks Drive they would start going through the school parking lot and use the parking lot as a bypass. He said that he told the chief that the gate could be locked up at night and there would only be access during the school day. Dr. Jakubowski said that with regard to the traffic patterns near the high school, he and Mr. Magliacano spoke to Ms. Dunn today about the possibility of closing the gate between the parking lots at the high school in the morning while students are coming to the high school to see if this will help with the traffic flow. Ms. Dunn said that there is an issue at Hannah Caldwell School with bus drop off as there is not enough room for the buses to pass. Mr. Manochio asked if this was a solvable problem with the chief. Dr. Jakubowski said he hoped it would be.

## NEW BUSINESS

Dr. Jakubowski said that because the Assistant Principal positions have been established at the high school, the Vice Principals have approached Mr. Tatum to have Vice Principal Meetings. He said that a schedule of meetings would be set up. Dr. Jakubowski said that when the meetings are administrative, only the vice principals will attend, but when there are discipline issues, the meetings will be held at the high school so that the assistant principals can also attend. He said that there is now a team at the high school that wants to do more than just discipline.

## COMMENTS FROM THE PUBLIC

Ms. Charles said that her comment concerned the children in the Vauxhall area who have been riding school buses. She said that she is a caregiver for some of the children when they get off the bus. Ms. Charles said that the transportation department has made arrangements for some of the children already to be transported again and she appreciated that. She said Ms. Dunn asked parents to be patient, but she wondered how long it will take to get to the last few students transportation. Ms. Dunn said that she was meeting with the transportation department on Friday and she hoped that matters would be resolved by then. She said that two of the aftercare centers have been gratuitous enough to give her a list of students in question and the students that have been changed, were changed early because the district knew early on that the load levels on those vehicles were not going to increase. Ms. Dunn said that the ones that she was waiting to change is because the load levels on the vehicles are so high she was waiting for the principals to give her the names of new students and names of students who left the district to make adjustments. She said that she did not want to put a student on a bus out of courtesy and then have to take them off because a "real" rider had to be placed on the bus. Ms. Dunn said it was her goal to have many of these issues taken care of by Friday afternoon. Ms. Charles said that she has a parent who takes a 3 p.m. lunch break to pick up their child at school and drop the child at her center. Ms. Dunn said that she has spoken to many parents during the past few days and she did appreciate

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the patience of parents and as soon as things are definite, she would contact parents. Dr. Jakubowski asked if the students who do not live in the Vauxhall area but for child care services were driving from another part of town to Ms. Charles' facility and then asking the district to transport the students to and from school. He said that this was the other group that he was trying to work with because if the students do not live in the Vauxhall community they are really not eligible for busing and these are individuals who he has tried to help. Ms. Dunn said that most of the students who go to Ms. Charles' facility are transportable but they need to be switched to another vehicle. She said that she has been monitoring the transportation situation everyday. Ms. Charles said that her facility has been in operation for 17 years and she has put students on school buses with no problems. She wanted to know what happened this year. Ms. Dunn said that there was a significant shift in pupils that were eligible for transportation in other areas and what she found was that as diligent as she thought the transportation staff was, the drivers and aids were not checking bus passes and so there were an inordinate amount of students that were hopping on buses that were not eligible. She said she appreciated everyone's patience and she asked that any parents who were at the meeting, who were having a problem with transportation to give her their information. Ms. Dunn said that hopefully by Friday everything will be resolved. Ms. Charles asked why some of the bus stops had changed. Ms. Dunn said that there was a significant shift in the school population that is eligible for busing and stops had to be moved. Ms. Charles asked if anything could be done at the end of the school year so that this does not happen again. Dr. Jakubowski said that the reason why students were able to get on buses in years gone by was because there was always room. He said that there are more and more students that have special needs and need transportation; there are more and more parents who are requesting 504 (which means the student has a disability) and are requesting transportation. Dr. Jakubowski gave the example of a student who had a doctor's note, which was sent to the medical examiner who authorized transportation for the student, door-to-door due to asthma, yet he was a "star" on the baseball team. He said that just going through the school nurse and being approved cannot happen anymore. Ms. Tomassi said that there was an issue with her child and busing but she did notice that her niece who lives in town gets two bus passes because she gets one for her mother's address and one for her father's address and she does not take the bus at all. Ms. Dunn asked Ms. Tomassi to give her her niece's name so that she could look into it. She said that the transportation department uploads student information from the student data base and it is possible the way it is entered into the system that a student may be entered with two addresses. Ms. Dunn said that these are the "glitches" that she is trying to work out. Dr. Jakubowski said that there was not a problem in years gone by, there was always room on the buses except for this year. Ms. Dunn said that there is registration at the administration building during the summer and there is one person

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inputting information into StarBase. She said that when it comes to individual schools inputting student information, each school is doing their own thing and if the information is not entered correctly, a student could be entered more than once. Dr. Jakubowski asked that any individual who was in attendance and was having a transportation problem should give their information to Ms. Dunn before leaving. He said that he, Ms. Dunn and the transportation department would do what they could to help everyone. Ms. Dunn wanted to thank Ms. Charles for all of her help and cooperation. Mr. Cole said that he was in attendance in support of Ms. Charles and the Vauxhall parents. He said that he has been transporting his grandchild to and from school. Mr. Cole said that the worst part of this situation was that it came about in the "eleventh" hour. He said that since school has opened, he has had to cancel all of his appointments and this will continue to occur until this matter is resolved. Ms. Miles said that Central-5 is one of the biggest bus stops in Union; that is on the corner of Burkley Place and Hilton Avenues. She said that the traffic is very heavy and parents are letting their children out onto Burkley Place in between cars and on the blind side of cars. Ms. Miles said that two or three tragedies could have occurred last year. She said that something needs to be done perhaps by notifying the police department of this situation. Dr. Jakubowski said that he has already done that. Ms. Miles said that the police do come out for a few days and then they don't come anymore and the problem comes back. She said that there is also parking on Burkley Place which makes it very difficult for the buses to pass through and she felt that it was not a safe situation for the students. Ms. Miles asked what could be done for the students who wait for buses near Central-5 in the cold weather. She said that when she went to Union Schools, the students were able to go into the Central-5 gym in order to wait for their buses and the bus aides came into the building and took their children out to the bus. Ms. Miles wanted to know if this arrangement could be made again. Ms. Dunn said that there are 15 or 16 buses that pick up students at Central-5. Mr. Tatum said that he remembered during the years that he was at Central-5, the building was always open to bring children inside. Dr. Jakubowski asked Mr. Tatum to speak with Mr. Tsirikos to see if an arrangement could be made for the elementary students to sit inside Central-5 to wait for their buses when the temperature is below 20° or whatever temperature they choose. He asked Ms. Dunn if there were aids on all of the buses. Ms. Dunn said that this is an issue. She said that she has made it a practice that the elementary students are not walked into the buildings but this is a different situation. Ms. Dunn said that she spoke to all of the Central-5 drivers today and she warned them not to turn onto Burkley Place because it is too narrow. She said that the drivers were also cautioned that when they go to Central-5 they must line up correctly. Ms. Dunn said that there were some new drivers who have been hired this year. Mr. Tatum said he thought the bus drivers were told not to turn on Burkley about two years ago. Ms. Dunn said that some of the drivers do make up their own shortcuts but they are not really allowed to do that. She said that if anyone

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sees any problem at Central-5 or anywhere around town regarding a bus, they should call her. Mrs. Gaglione said that the board should be cautious about allowing students to stay inside of Central-5 because if it does for one school it should do for all schools. She said that parents who have to go to work have a tendency to drop their children off at different times or put them at a bus stop and she did not want to see the district becoming a "babysitting service" because the students must wait for a bus. Mrs. Gaglione said that the board should take into consideration that parents might drop off their children earlier than they would have at a bus stop because they know the children are in a secure location. Dr. Jakubowski stated that none of our schools are a bus stop to pick up students other than Central-Five; so there were two different issues involved. He said that the district does not have students that are dropped off at Franklin or Washington School to be taken to another school. Dr. Jakubowski said that the buses are taking elementary students that live in the Vauxhall area to the various elementary schools in town. He said that in the afternoon if it is raining heavily, the students that are going home, no matter what age, are allowed to wait inside until the buses arrive. Ms. Howell said that when you are traveling on Berkeley from Burnet Avenue on the right side there is a sign that says "No Parking From Here to the Corner" and the parents are feeling like they can park there. She felt that sign needed to be removed and have no parking at all. Mrs. Gaglione said that she had occasion to drop her daughter off several times at Central-Five when she had missed the bus and she felt it was very confusing for a parent that does not normally have to drop off a student there. Dr. Jakubowski said that traffic around the schools is a problem all over town. Ms. Levy said that her daughter's bus stop is Arcadia and Tuxedo Place and even though she was in the fourth grade, she did not want her daughter to walk to aftercare because she would have to cross both Springfield Avenue and Vauxhall Road. She said that she could have her nephew, who is a student at Central-Five walk with her, but there are no crossing guards in the Vauxhall section. Dr. Jakubowski said that crossing guards are generated through the Township Police Department. He said that he does give the police names of people who might be interested. Dr. Jakubowski said that the crossing guards and the post are not determined by the school district but by the police department. He said that the police department has told him that they go out and monitor and then the police department determines where the crossing guards will be stationed. Dr. Jakubowski said that the district's bus stops are based upon home addresses. He said that he knew that more and more families rely upon morning and afternoon childcare. Ms. Dunn said that she spoke to Officer Boho of the police department and he indicated that the police department was investigating the need for more crossing guards in the Vauxhall area. Mr. Cole said that yesterday when he was passing by one of the elementary schools, the principal was taking the place of a crossing guard to make sure that things are going the way they should be. He said that the problem seems to be the parents and the street signage. Mr. Cole said there needed to be more enforcement. He felt that police presence around the schools might deter parents

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from dropping off students in the wrong places. Ms. Miles said that the principal of Central-Five is always around the school picking up trash and patrolling the school grounds. She also praised Ms. Moses the principal of Connecticut Farms School. Ms. Miles thought that she was a wonderful person. Mr. Abraham, on behalf of the board, thanked the parents who were present for their input and for their comments. He said that the board was generally concerned about the problems around the district.

Ms. Hall commented that with regard to resolution P-3, Nancy Gallo is a school psychologist and not a special education teacher. She wanted to be sure that her replacement would be a school psychologist. Dr. Jakubowski said that he had already hired a school psychologist to replace Ms. Gallo.

## MOTION FOR EXECUTIVE SESSION

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

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

NAY: None

ABSTAIN: None

MOTION WAS CARRIED

## THE BOARD RETURNED TO PUBLIC SESSION

There was a brief discussion by Dr. Jakubowski as to the transportation issues that were discussed earlier in the evening and he indicated that he wanted to get those issues resolved as quickly as possible.

There being no further business before the board, there was a motion by Mr. Ruhl, seconded by Mr. Figueiredo to adjourn the meeting. All present voting yes.

Respectfully submitted

JAMES J. DAMATO  
BOARD SECRETARY