

TO ALL BOARD OF EDUCATION MEMBERS

A planning session of the Board of Education of the Township of Union will be held on Tuesday, July 28, 2009 at 3:30 p.m. at Union High School Library, North Third Street, Union, New Jersey.

A planning session of the Board of Education of the Township was held at the Union High School Library, North Third Street, Union, New Jersey on Tuesday, July 28, 2009 at 3:30 p.m. pursuant to notice sent to each board member.

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

ABSENT AT ROLL CALL: None

Mr. Abraham 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.

COMMUNICATIONS:

REQUEST TO PARTICIPATE IN TWIRLMANIA NATIONAL COMPETITION – UNION HIGH SCHOOL TWIRLING TEAM

Letter request from Gina Calderone, Union High School Twirling Coach to allow UHS Twirling Team to participate in Twirlmania National Competition in Florida in February, 2010.

REQUEST FOR WAIVER OF FEES – HILLSIDE CHAMBER OF COMMERCE

Letter request from Irene Goldie Petras, Expo Coordinator, Executive Director, Hillside Chamber of Commerce for fee waivers for use of Union High School gymnasium on Tuesday, November 10, 2009 from 3:00 to 9:00 p.m. for annual Joint Chambers of Commerce Business After Hours Expo.

REQUEST FOR UNPAID CHILD REARING LEAVE – TALMADGE

Denise Talmadge, Science teacher at Union High School, submitted a letter dated July 9, 2009, requesting extended unpaid child rearing leave for the entire 2009-2010 school year.

LETTER OF RESIGNATION – WAIBEL

Ted R. Waibel, custodian at Franklin School, submitted a letter of resignation, effective July 16, 2009.

LETTER OF RESIGNATION – RAMIREZ

Isis Ramirez, Science teacher, submitted a letter of resignation, effective immediately.

REQUEST FOR FAMILY LEAVE INSURANCE BENEFITS – FERNANDES

Christina Fernandes, teacher assistant at Hannah Caldwell School, submitted a letter dated July 17, 2009, requesting Family Leave Insurance Benefits through the State of New Jersey Department of Labor for the period September 2nd through October 14th, 2009.

LETTER OF RESIGNATION – CROSS

Jean Ann Cross, part-time bus driver, submitted a letter of resignation for the purpose of retirement, effective January 1, 2010.

LETTER OF RESIGNATION – DOUGLAS

Elise J. Douglas, part time bus assistant, submitted a letter of resignation for the purpose of retirement, effective January 1, 2010.

COMMENTS FROM THE PUBLIC ON RESOLUTIONS ON THE AGENDA

APPROVAL OF MINUTES

Moved by Mr. Helmstetter, seconded by Mr. Arminio that the minutes of the Worksession of June 9, 2009 and the Special Meeting of June 26, 2009 be adopted:

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

NAY: None

ABSTAIN: None

MOTION WAS CARRIED

Moved by Mr. Helmstetter, seconded by Mr. Arminio that the minutes of the Regular Meeting of June 16, 2009 be adopted:

AYE: Mr. Arminio, Mr. Helmstetter, Mr. Layden, Mr. Manochio, Mr. Perkins, Mrs. Salazar and Mrs. McNeil

NAY: None

ABSTAIN: Mr. Abraham and Mrs. Gaglione

MOTION WAS CARRIED

EDUCATION/STUDENT DISCIPLINE COMMITTEE:

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

E-1. APPROVE 2009-2010 OUT OF DISTRICT ATYPICAL STUDENT PLACEMENT, EXIT LISTS AND TUITIONS

That the board approve the 2009-2010 Out-of-District Atypical Student Placement, Exit Lists and tuitions in accordance with the information appended to the nonpublic portion of these minutes.

DISCUSSION:

None

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

NAY: None

ABSTAIN: None

MOTION WAS CARRIED

FISCAL AND PLANNING COMMITTEE:

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

F-1. APPROVE DISTRICTWIDE TRAVEL AND RELATED EXPENSES PURSUANT TO THE REQUIREMENTS OF N.J.S.A. 18A:11-12, N.J.A.C. 6A:23A-7 and Board Policy File Code 6471

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:23A-7 and Board Policy File Code 6471 in accordance with the information appended to these minutes.

F-2. AUTHORIZE THE BUSINESS ADMINISTRATOR TO PAY AUGUST 2009 BILLS

That the board authorize the Business Administrator to pay August 2009 bills with ratification by the Board at its next board meeting.

F-3. ACCEPT NONPUBLIC NURSING AID FOR 2009-2010 SCHOOL YEAR

That the Board accept Nonpublic Nursing Aid for the 2009-2010 school year in the total amount of \$42,846, in accordance with the information appended to these minutes.

F-4. ACCEPT NONPUBLIC TEXTBOOK AID FOR 2009-2010 SCHOOL YEAR

That the Board accept Nonpublic Textbook Aid for the 2009-2010 school year in the total amount of \$36,131, in accordance with the information appended to these minutes.

F-5. ACCEPT PRELIMINARY ELIGIBLE COST (PEC) DETERMINATION OF A SCHOOL FACILITIES PROJECT – CENTRAL-FIVE/JEFFERSON SCHOOL

That the board accept Preliminary Eligible Cost (PEC) Determination of a School Facilities Project from the New Jersey Department of Education for State Project #5290-085-09-1003 – Central-Five/Jefferson School in the amount of \$13,149,767 of which \$5,259,907 represents the 40% State Share; the Local Share Project Cost being \$18,712,165 for a total project cost of \$23,972,072 in accordance with the information appended to these minutes.

F-6. ACCEPT FY 2010 FUNDING ALLOCATIONS FOR INDIVIDUALS WITH DISABILITIES EDUCATION ACT OF 2004 – PART B (I.D.E.I.A.)

That the board accept FY2010 Funding Allocations for Individuals with Disabilities Education Act of 2004-Part B (I.D.E.I.A.) in accordance with the information appended to these minutes: (a) Basic - \$1,801,363; (b) Preschool - \$52,957.

F-7. AUTHORIZE BUSINESS ADMINISTRATOR TO ISSUE CONTRACTS AND/OR PURCHASE ORDERS PURSUANT TO THE REQUIREMENTS OF N.J.S.A. 18A:18A-5 and 18A:18A-10 IN AUGUST 2009

That the board authorize the Business Administrator to issue contracts and/or purchase orders pursuant to the requirements of N.J.S.A. 18A:18A-5 and 18A:18A-10 in August 2009 with ratification by the Board at its next board meeting.

F-8. ACCEPT COLA FUNDING FOR 2008-2009 SCHOOL YEAR – HEAD START

That the board accept COLA funding for the 2008-2009 school year from the Office of Head Start in the amount of \$10,953.15 in accordance with the information appended to these minutes.

DISCUSSION:

Mrs. Gaglione asked Ms. Dunn to explain the COLA funding which is referred to in resolution F-8. Ms. Dunn said that the district no longer has a Head Start program but Head Start had originally applied for an ARRA infusion for 2009-2010, a COLA adjustment for 2009-2010 and a COLA adjustment for 2008-2009. She said that Head Start was granted the adjustment for the 2008-2009 school year and this adjustment must be applied to the district's salary and benefit expenditures for the 2008-2009 school year. Mrs. Gaglione stated that this is money that was applied for in the past. Ms. Dunn said that federal grants are able to apply for an annual cost of living increases. She said that CDI is turning the

funds to the district to apply to last year's expenditures. Mrs. Gaglione asked where the money will be put. Ms. Dunn said that it will be refunded to prior year expenditures which is actually a revenue account. Mrs. McNeil asked Ms. Dunn to review resolution F-5. Ms. Dunn said that the district applied to the State to see if it was eligible for any grant funds. She said that the estimated project cost was \$23,000,000 and of that amount the application that was sent to the State breaks the project into renovations, rehabilitation, estimated contingency, architectural fees, engineering fees, HVAC systems, and any other components of the project. Ms. Dunn said that the State then takes those components and designates which ones are eligible under the statute. She said that of the eligible costs, \$5,259,907 would be the amount of a grant that the district would receive. Ms. Dunn said that because the district is lower than 35.6% for eligibility and since the district is lower than 35.6% for eligibility, the law states that the district can receive a minimum of 40%. Dr. Jakubowski said that what the district is eligible for is not the \$5 million figure, the eligible cost for the project is \$13,000,000 and of that amount the State would give the district 40% or \$5,259,907. Ms. Dunn said that the square footage dollar figure has not changed since the district submitted projects from the 03 Bond. Mr. Arminio asked if resolution F-1 only covered travel expenses or does it also include hotel and meals. Ms. Dunn said that this resolution covers all expenses. Mr. Tatum said that it depends whether it is an "in-district" or "out-of-district" conference. He said normally when it is "in district" it only covers the tuition fees up to \$75 and then one-half of the remaining fees. Mr. Tatum said that if the conference is out of state, depending on what the individual is applying for, the money may be the actual registration fees, travel expenses to and from the location as well as any other incidental expenses that might be incurred during the course of time that the individual is away. Ms. Dunn said that Mr. Tatum keeps a file in his office which contains the individual back up details for the travel expenditure resolution in accordance with the regulations.

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

NAY: None

ABSTAIN: None

MOTION WAS CARRIED

OPERATIONS COMMITTEE

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

O-1. REPORT RECEIPT OF BIDS

Report receipt of bids received on July 9, 2009 for paper supplies for the 2009-2010 school year and bids July 28, 2009 for purchase of 130 Refurbished Desktop Computers.

O-2. AWARD SUPPLY BIDS FOR 2009-2010 SCHOOL YEAR

That the board award the following supply bids for the 2009-2010 school year:

Family & Consumer Sciences (Bid #10-17)

S.A.N.E. - \$6,668.97

Vocational Education (Bid #10-19)

Markertek Video Supplies - \$7,291.58

Lumber – Woods Technology (Bid #10-18)

Feldman Lumber	\$ 3,523.68
Bayway Lumber	202.01
Tulnoy Lumber	<u>4,806.80</u>
TOTAL BID	\$ 8,532.49

Paper supplies (BID#10-24)

Paper Mart \$82,734.05

O-3. APPROVE DISCARD OF TEXTBOOKS

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

O-4. ACCEPT PROPOSAL FOR RESURFACING OF TRACK AT UNION HIGH SCHOOL – ATLAS TRACKS, INC.

That the board accept proposal from Atlas Tracks, Inc., 19495 SW Teton Avenue, Tualation, Oregon for resurfacing of track at Union High School in the total base proposal amount of \$177,793.16 in accordance with the information appended to these minutes.

O-5. AMEND BID FOR AUTOMOTIVE SUPPLIES FOR 2009-2010 SCHOOL YEAR- BUS PARTS WAREHOUSE

That the board amend bid award to Bus Parts Warehouse for Automotive Supplies for the 2009-2010 school year which was awarded on June 16, 2009 from \$146.90 to \$168.26 in accordance with the information appended to these minutes.

O-6. AUTHORIZE SUPERINTENDENT TO SIGN OFF ON CHANGE ORDERS THAT DO NOT EXCEED \$25,000

That the board authorize the Superintendent to sign off on change orders, in amounts not to exceed \$25,000 per order, which are presented prior to board approval but subject to ratification by the board at its next meeting.

O-7. APPROVE CHANGE ORDER #1 – FALEK CONSTRUCTION, INC.

That the board approve Change Order #1 to Falek Construction, Inc., 836 Ridgewood Avenue, North Brunswick, New Jersey for lighting wiring replacement in connection with masonry restoration at Kawameeh Middle School in the amount of \$2,900 in accordance with the information appended to these minutes.

O-8. APPROVE CHANGE ORDER #6 – UNIMAK, LLC

That the board approve Change Order #6 to UniMak, LLC, 354 Banta Avenue, Garfield, New Jersey for new roof drains in connection with the alterations to the Administration Building in the amount of \$1,243.78 in accordance with the information appended to these minutes.

O-9. AWARD BID FOR PURCHASE OF 130 REFURBISHED DESKTOP COMPUTERS – EDU TECH GROUP, INC.

That the board award bid for purchase of 130 refurbished desktop computers to EduTech Group, Inc., 1090 Lawrence Drive #109, Newbury Park, CA in the total bid amount \$25,740.

DISCUSSION:

Mr. Helmstetter asked for more details regarding resolution O-4 and the resurfacing of the track at the high school. Mr. Magliacano said that a new overlay will be put on the current track surface which will take up approximately 2/3rds of the concrete edge that is presently seen and at the same time it will seal the inside edge of the track so that no water can go underneath the track surface and cause problems in the future. He said that the mushroom and the high jump runways have already been completed today. Mr. Magliacano thought that the work on the main track would hopefully begin tomorrow, weather permitting. He said that it should take about six days for the track to be completed depending on the weather.

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

NAY: None

ABSTAIN: None

MOTION WAS CARRIED

PERSONNEL COMMITTEE

Moved by Mr. Manochio, seconded by Mr. Abraham that resolutions P-1 through P-19 be adopted:

P-1. APPROVE PERSONNEL ACTIONS

That the Board approve personnel actions in accordance with the information appended to these minutes.

P-2. AMEND SUBSTITUTE LISTS FOR 2009-2010 SCHOOL YEAR

That the Board amend substitute lists for the 2009-2010 school year in accordance with the information in the hands of each board member.

P-3. APPROVE EXTENDED UNPAID CHILD REARING LEAVE – TALMADGE

That the Board approve extended unpaid child rearing leave for Denise Talmadge, Science Teacher at Union High School, for the entire 2009-2010 school year.

P-4. AMEND HOURLY RATES FOR 2009-2010 SCHOOL YEAR

That the board amend hourly rates for the 2009-2010 year approved by the board at its July 14, 2009 regular meeting to reflect new Federal minimum wage rate effective July 24, 2009 in accordance with the information appended to these minutes.

P-5. AUTHORIZE PAYMENT TO STAFF FOR SUMMER 2009 ACTIVITIES

That the board pay staff for Summer 2009 activities: (a) Gayle Sumner for summer sport physicals at a rate of \$30 per hour not to exceed 60 hours or \$1800; (b) Rosemary Nardo for summer sports physicals at a rate of \$30 per hour not to exceed 40 hours or \$1200; (c) Meg Berry stipend for summer middle school trainer of \$1300; (d) Meg Berry for overtime trainer hours at a rate of \$30 per hour not to exceed 150 hours or \$4,500; (e) Josephine Palumbo for summer secretarial services at a rate of \$195.91 per day not to exceed 5 days or \$979.55 and (f) Helene Lateiner for summer secretarial services at a rate of \$181 per day not to exceed 5 days or \$905.

P-6. ACCEPT LETTERS OF RESIGNATION

That the board accept letters of resignation from the following staff: (a) Ted Waibel, custodian at Franklin School, effective July 16, 2009; (b) Isis Ramirez, Science teacher at Union High School, effective immediately; (c) Jean Ann Cross, part-time bus driver, effective January 1, 2010; (d) Elise J. Douglas, part-time bus assistant, effective January 1, 2010.

P-7. AMEND LIST OF STAFF APPROVED TO PROVIDE SUMMER 2009 SERVICES FOR THE EXTENDED SCHOOL YEAR PROGRAM

That the board amend list of staff approved to provide Summer 2009 services for the Extended School Year Program in accordance with the information appended to these minutes.

P-8. APPROVE EDUCATION EVALUATIONS FOR THE 2009-2010 SCHOOL YEAR- SCHUCHMAN

That the board approve Marie Theresa Schuchman, 7 Deer Run Circle, Chatham Township, New Jersey to provide Education Evaluations for the 2009-2010 school years at a rate of \$425 per evaluation in an amount not to exceed \$10,000 in accordance with the information appended to these minutes.

P-9. APPROVE ABA THERAPY FOR THE 2009-2010 SCHOOL YEAR – KUBIS

Tat the board approve Brad Kubis, 73 Tuella Avenue, Elmwood Park, New Jersey to provide ABA Therapy for the 2009-2010 school year at a rate of \$45 per hour and \$75 per hour for coordination and meetings in an amount not to exceed \$10,000 in accordance with the information appended to these minutes.

P-10. APPROVE FAMILY LEAVE INSURANCE BENEFITS – FERNANDES

That the board approve Family Leave Insurance Benefits through the State of New Jersey Department of Labor for Christina Fernandes, teacher assistant at Hannah Caldwell School, for the period September 2nd through October 14th, 2009.

P-11. ACCEPT PROPOSAL FOR ARCHITECTURAL SERVICES IN CONNECTION WITH THE RESURFACING OF THE UNION HIGH SCHOOL RUNNING TRACK – POTTER ARCHITECTS

That the board accept proposal for architectural services in connection with the resurfacing of the Union High School running track to Potter Architects, 410 Colonial Avenue, Union, New Jersey in an amount not to exceed \$15,800 in accordance with the information appended to these minutes.

P-12. ACCEPT PROPOSAL FOR NURSING SERVICES FOR 2009-2010 SCHOOL YEAR– BAYADA, INC.

That the board accept proposal for certified therapists and evaluators to provide services for district students as recommended by the IEP teams for the 2009-2010 school year from Bayada, Inc. (nursing services), 40 Maple Avenue, Morristown, New Jersey in an amount not to exceed \$55,000 and in accordance with the information appended to these minutes. Approval subject to review and approval as to form by Board Attorney.

P-13. ACCEPT PROPOSAL FOR NEURO PSYCHIATRIC EVALUATIONS FOR 2009-2010 SCHOOL YEAR– MAYER

That the board accept proposal for certified therapists and evaluators to provide services for district students as recommended by the IEP teams for the 2009-2010 school year from Martin Mayer, M.D., (neuro-psychiatric evaluations) 1503 St. Georges Avenue, Colonia, New Jersey in an amount not to exceed \$8,500 and in accordance with the information appended to these minutes.

P-14. ACCEPT PROPOSAL FOR SPEECH LANGUAGE THERAPY FOR 2009-2010 SCHOOL YEAR – SARNELL

That the board accept proposal for certified therapists and evaluators to provide services for district students as recommended by the IEP teams for the 2009-2010 school year from Helene Sarnell (speech language therapy) 20 Canterbury Lane, Short Hills, New Jersey in an amount not to exceed \$62,000 and in accordance with the information appended to these minutes.

P-15. ACCEPT PROPOSAL FOR SPEECH LANGUAGE THERAPY FOR 2009-2010 SCHOOL YEAR – LECOMTE

That the board accept proposal for certified therapists and evaluators to provide services for district students as recommended by the IEP teams for the 2009-2010 school year from Barbara Lecomte (speech language therapy), 159 Briarwood Drive East, Berkeley Heights, New Jersey in an amount not to exceed \$22,000 and in accordance with the information appended to these minutes.

P-16. ACCEPT PROPOSAL FOR SPEECH LANGUAGE THERAPY FOR 2009-2010 SCHOOL YEAR – SPEECHABILITIES

That the board accept proposal for certified therapists and evaluators to provide services for district students as recommended by the IEP teams for the 2009-2010 school year from Speechabilities (speech language therapy), c/o Fern Morozowski, P.O. 205, Normandy Beach, New Jersey in an amount not to exceed \$49,000 and in accordance with the information appended to these minutes.

P-17. ACCEPT PROPOSAL FOR NEURODEVELOPMENTAL EVALUATIONS FOR 2009-2010 SCHOOL YEAR – DETRIZIO-CAROTENUTO

That the board accept proposal for certified therapists and evaluators to provide services for district students as recommended by the IEP teams for the 2009-2010 school year from Dr. Isabel Detrizio-Carotenuto (neurodevelopmental evaluations), 24 Heritage Drive, East Hanover, New Jersey in an amount not to exceed \$8,000 and in accordance with the information appended to these minutes.

P-18. ACCEPT PROPOSAL FOR NEUROLOGICAL EVALUATIONS FOR THE 2009-2010 SCHOOL YEAR – MORGANOFF

That the board accept proposal for certified therapists and evaluators to provide services for district students as recommended by the IEP teams for the 2009-2010 school year from Abraham D. Morganoff, M.D., (neurological evaluations), 441 Chestnut Street, Union, New Jersey in an amount not to exceed \$3,000 and in accordance with the information appended to these minutes.

P-19. ACCEPT PROPOSAL FOR AUGMENTATIVE EVALUATIONS FOR THE 2009-2010 SCHOOL YEAR – FAMILY RESOURCE ASSOCIATES – TECH CONNECTION

That the board accept proposal for certified therapists and evaluators to provide services for district students as recommended by the IEP teams for the 2009-2010 school year from Family Resource Associates, Tech Connection (augmentative evaluations), 35 Haddon Avenue, Shrewsbury, New Jersey in an amount not to exceed \$3,000 and in accordance with the information appended to these minutes.

Moved by Mr. Manochio, seconded by Mr. Abraham that resolution P-20 be adopted:

P-20. ACCEPT PROPOSAL FOR PROFESSIONAL SERVICES IN CONNECTION WITH TEACHER WORKSHOPS FOR THE 2009-2010 SCHOOL YEAR – LEARNING PLUS

That the board accept proposal to provide professional services in connection with teacher workshops for the 2009-2010 school year to Learning Plus, 22 Cruiser Court, Toms River, New Jersey at the following fees and in accordance with the information appended to these minutes: (a) \$1400 for full day workshop (6 hours) and (b) \$700 for half day workshop in an amount not to exceed \$12,600. (Fees include all costs such as transportation. Duplication of necessary materials will be done in district but if this is not possible, fees will be assessed.)

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

NAY: None

ABSTAIN: Mr. Arminio

MOTION WAS CARRIED

Moved by Mr. Manochio, seconded by Mr. Abraham that resolution P-21 be adopted:

P-21. ACCEPT PROPOSAL FOR OT EVALUATIONS AND THERAPY FOR THE 2009-2010 SCHOOL YEAR – GOALS ACHIEVED

That the board accept proposal for certified therapists and evaluators to provide services for district students as recommended by the IEP teams for the 2009-2010 school year from Goals Achieved (OT evaluations and therapy), P.O. Box 952, Union, New Jersey in an amount not to exceed \$75,000 and in accordance with the information in the hands of each board member.

DISCUSSION:

Mr. Manochio asked that resolution P-10 be explained. Ms. Dunn said that this resolution covers the new family leave law that went into effect on July 1st. She said that these benefits are paid through the State Department of Labor. Ms. Dunn said that there is a need to differentiate between leaves in our records. She said that this individual's wages have already been certified. Dr. Jakubowski said that he has received several telephone calls from individuals who are planning on taking family leave and they want to know what the procedure is. Ms. Dunn said that the form which the employer has to complete must also certify that the individual has not been required to take sick or vacation time. She said that anyone who will be applying to the Department of Labor, then the board needs to know that so it can be included in the resolution granting the leave. Ms. Dunn said that a copy of the certificate that was filled out by the payroll department will be put in the employee's personnel file along with the letter request for the leave. Dr. Jakubowski said that if in fact an employer has the ability to require the employee to use sick/vacation days before this leave can be granted, perhaps the board needs to discuss whether the board will require employees to use accumulated time before a leave is granted. Mrs. McNeil asked if the regulations specifies how the district should proceed. Ms. Dunn said that the regulation is not specific. She said that this is a new law which just went into effect on July 1st and this is the first application which has been processed by the district. Ms. Dunn said that she would defer to Mr. Damato because she did not know how a collective bargaining agreement would affect the granting of a leave. She said that it is necessary, for history, for the district to document that an individual took a paid leave as opposed to an unpaid leave. Mr. Manochio asked how the contract would impact on this new law. Ms. Dunn said that she could not respond to that. Mr. Manochio thought that a state law would supersede any contract. Ms. Dunn said that when this individual brought in the application form, she and Mr. Vieira went through all of the instructions. She said that this leave was not necessarily a "continuous" leave and the individual can apply for intermittent dates. Mr. Damato said that an individual can only apply for one paid leave in a 24-month period. Ms. Dunn said that the application actually has a space where the employer puts in the days

and dates that the employee will not be working. Dr. Jakubowski said that he thought that the resolution should be adopted but that the board should discuss this issue more fully. Mr. Vieira said that he thought that the Department of Labor wants to make sure that the employer is not paying the individual sick or vacation time while the State is also paying the employee. Mrs. Gaglione asked how the board will differentiate between what the district offers, what the federal government offers and what the state offers. Dr. Jakubowski said that individuals may request "child rearing" leave and this will allow the employee to be out of work, without benefits, for up to 2-½ years. Mr. Damato said that this is a contractual leave. Dr. Jakubowski said by contract are allowed to use sick days for 20 days before and 20 days after the birth of a baby, if the individual has enough sick days as a maternity leave. He said that family leave can take place after the maternity leave is complete and this allows the individual to retain their health benefits for a three month period by this is an unpaid leave. Dr. Jakubowski said that the new law allows individuals to be paid for the family leave period through the State. He said that he thought the family leave was a continuous three month period. Mr. Damato said that everyone requests consecutive days, but there is no requirement that a family leave be taken continuously. Mr. Manochio asked who pays the individual the family leave benefits. Mr. Vieira said that the State of New Jersey pays through the Department of Labor. Dr. Jakubowski said that the State began taking payroll deductions last January, 2009. Mr. Manochio said that there are various "not to exceed" amounts listed in the resolutions approving individuals for different therapies. He wanted to know why there was such a difference in the amounts. Dr. Jakubowski said that it depends on who the district is dealing with and hopefully if the district can hire more "in house" therapists, these services will be reduced or eliminated. Mr. Abraham said that on the backup materials on one of the therapists they have disclosed political contributions which they have made. He wanted to know if this was within the legal prevue to appoint them as a therapist by the Board of Education. Mr. Damato said that he did not review the back up material. He said that this is a professional service and to award a profession service it either has to be done on a "fair and open" basis; which means advertising on the district's website or political contribution forms must be submitted and the individual must swear that there were no contributions given within the last year to candidates in the county where services are being provided. Mr. Damato said that he would have review and research where and to whom contributions were made. He said that the district has been using Bayada nurses for as long as he can remember and this is probably nothing new. Mr. Damato suggested that the resolution be approved subject to his review and approval as to form. He said that he would take a closer look at the list and make sure that none of the contributions listed are disqualifying. Mrs. McNeil said that there were several science teachers that have resigned and she wanted to know if individuals have been hired to take their places. Dr. Jakubowski said these positions have been filled. Mr. Arminio asked with regard to resolution P-4

what is outside security and what is a music chaperone? Dr. Jakubowski said outside security are individuals that walk around the school after the students are dismissed and a music chaperone is an individual who go with students to music department events that are paid to be chaperones and to assist with equipment, etc. He said that they are not necessarily a "music" teacher. Mr. Arminio asked with regard to resolution P-5, he wanted to know what the Summer Middle School Trainer's duties were since there are no athletics in the summer. Dr. Jakubowski said that since students do have some practices over the summer and Ms. Berry will start working on getting equipment ready during the summer and since she is a ten-month employee, she receives a stipend for work done over the summer. Mr. Manochio asked why Ms. Berry is also paid for overtime. Dr. Jakubowski said that once the summer practice sessions start, Ms. Berry is in attendance whenever there is a practice session. He said that many districts have made there trainers twelve-month employees but because the trainers are governed by the teachers' collective bargaining agreement, this is something that must be negotiated. Mr. Arminio said that the board approved the resurfacing of the track and resolution P-11 approves Potter Architects to do the architectural proposal for the work to be done on the track. He said that he did not understand a bit of the Potter proposal and he asked that it be explained. Mr. Magliacano said that the district is paying for the pre-design and schematic plans that were prepared; the preliminary design; construction documents; and the bidding or negotiation. He said that Mr. Potter was instrumental in the district going the route it did with a national company to perform the work. Mr. Magliacano said that Mr. Potter will also oversee the administration of the actual work which will be done to the track. Dr. Jakubowski said that most of the projects that the district does must have designs prepared by an architect. He said that the architect is also present when bids are opened for almost every project. Mr. Magliacano said that the State mandates that architects be involved to do plans for most projects. Mr. Arminio asked if something went wrong with the track, would the architect as well as the vendor be liable. Mr. Magliacano said that was correct. Mrs. Salazar asked why there are three different resolutions for speech/language therapists. Dr. Jakubowski said that there are certain therapists who only want to do limited work throughout the school year and there are some students who have IEPs who have started getting therapy from a certain therapist and their parents want to continue with the same individual who have been treating their students and when the Child Study Team meets with the parent, the parent will request that the same speech therapist service their child, it would cost the district more to try to go to court and try to get the parent to have their student treated by the therapist of the district's choosing. Dr. Jakubowski indicated that the district has used most of the approved therapists for many years.

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

PLANNING SESSION - DISCUSSION

EDUCATION

SWINE FLU – Dr. Jakubowski said that he had met with John Ferraioli, the Township Health Officer, last week and they discussed this issue. He said that he was having another meeting next week to set up a plan. Dr. Jakubowski said that the County Superintendent wants to meet with all Superintendents and the Directors of the Departments of Health in mid-August. He said that Mr. Ferraioli and he would meet prior to that to put together a plan for the Township. Dr. Jakubowski said that he has a very good relationship with Mr. Ferraioli and all correspondence sent to parents last year with regard to the swine flu issue was a combined effort. He said that Mr. Ferraioli is concerned about what is going to happen in the fall once school begins again. Dr. Jakubowski said that he would advise the board once a plan is in place and he said that procedures will be discussed with all staff at the townwide meeting before the beginning of school. He said that he has also spoken with Ms. Ionta who is already setting up a plan for the school nurses for the first two days of school. Mr. Layden thought that this was a very important issue and it is not known if this “flu” will resurface in a stronger form. Mr. Perkins asked if it would be appropriate at some point in the fall to have a presentation to the board by the Director of the Health Department. Dr. Jakubowski said that he would invite Mr. Ferraioli to come to the September worksession. Mr. Perkins said that Health Officers have a great deal of expertise, statutory responsibility and power and the Health Officer is in a position to answer questions concerning this issue. Dr. Jakubowski also suggested that he, Mr. Ferraioli and Mr. Terrezza do a program for Channel 34 with regard to how the township will handle this issue.

N.J.Q.S.A.C. – Dr. Jakubowski said that the district is working on preparation for N.J.Q.S.A.C. and there have already been several meetings conducted with regard to this monitoring. He said that there are two meeting set in August with different groups. Dr. Jakubowski said that Mr. Damato will be going over policy to be sure that all appropriate policies are in place. He said that he would ask Mr. Perkins to also attend the policy meeting. Dr. Jakubowski said that he has already had a meeting with regard to district security plans and he has just rewritten one of the plans and once it is reviewed by Ms. Lishak, he would present this plan to the board. He said that Mr. D’Angelo, the County Business Administrator, has sent him some information with regard to operations and

inspecting facilities. Dr. Jakubowski said that Mr. Magliacano has had all of the head custodians go through the building at the end of the school year and there will be another walk-through at the end of the summer. He said that Ms. Moutis and Ms. Lishak have met with Ms. Gavin to discuss curriculum matters. Mr. Manochio asked if all teaching staff was properly certified. Dr. Jakubowski said that the district does receive a matrix from the State and there is one individual who has been working at Kawameeh Middle School as a Special Education Teacher will not be there in September because she never completed the emergency certificate and because she has an elementary certification will be placed in an elementary classroom. He said that he was a little concerned about the individual who teaches the Allied Health course at the high school; she is a non-degreed individual and the State matrix keeps bringing up her name indicating that there are things that she needs to be certified. Dr. Jakubowski said that his greatest concern was at the middle school where there are elementary teachers who have been working there for some time and are "highly qualified" to teach at the middle school and there are some individuals at the high school that have a middle school praxis in math that are being used at the high school because it is difficult to find math teachers. He said that a waiver has been received for those individuals and he did not think this would be a problem.

EXTENDED DAY PROGRAM – Dr. Jakubowski said that it was a success this past school year although there will be some changes made for next year. He said that there were, on average, 15 students in the program. Dr. Jakubowski said that some of those students did move back to the daytime program and most of the students did move onto the next grade level. He said that the program will only have a few individuals starting in September. Dr. Jakubowski said that many of the teachers have commented that going back to this program was a good thing as it eliminates some of the chronic behavior of students. He said that the Assistant Principals feel that the program is also working well. Dr. Jakubowski said that he has asked Mr. Gibbons to give him a full report on the program. Mr. Manochio said he never saw a schematic of the program and he wanted to know how many administrators were working this program. Dr. Jakubowski said that there are three administrators who are assigned to work the program but only one is present per night. He said that right now Mr. Shaw works two nights, Mr. Kloc works two nights and Mrs. Guilfoyle works one night per week. Dr. Jakubowski said that the administrators are paid on a per diem basis. Mr. Manochio asked if Dr. Jakubowski liked the set up. Dr. Jakubowski said he thought that one person working five days per week would get "burned out". Mr. Manochio thought that this set up was not good as far as the continuity of the program and how concerns were handled if there was a different person there each evening. Dr. Jakubowski stated that all concerns are directed at Mr. Gibbons through the person who is in charge on any particular evening. He felt that the program has become much more academic than it was

when it was the Sundown Program. Dr. Jakubowski said that the three administrators communicate with each other on a daily basis and he did not feel this was a problem. He thought that there was more continuity than Mr. Manochio thinks. Dr. Jakubowski said that he has not received one telephone call from the parent of a student in the program concerning any difficulties with treatment by students by staff members. He said that the administrators are present in the classroom while the students while instruction is going on. Mr. Manochio asked what the role of the administrator in the classroom was. Dr. Jakubowski said that the administrators were monitoring the class but also were co-teaching whenever appropriate. Mrs. McNeil asked how many classes there were. Dr. Jakubowski said that there are five classes per evening.

UNION HIGH SCHOOL REDESIGN – Dr. Jakubowski said that Algebra and Biology are now part of the requirements for graduation and this has had a significant impact on new hires for the next school year. He said that he has convinced two former math teachers to return for the next school year to work part-time and share a full day schedule at the high school. Dr. Jakubowski said that the incoming freshman class must take an Algebra test to meet the requirements for graduation and next year's freshman class will have to pass a Biology test as one of their requirements. He said that these are new requirements that are coming in from the State Department of Education which are being pushed by industry. Dr. Jakubowski said that there is still talk about putting in Chemistry, Algebra II and Geometry tests down the road. He said it has slowed down a little and it was his concern that there are students in the district who will have to take two math classes, probably two science classes and many of the elective areas will fall by the wayside. Mr. Manochio asked if the redesign was to meet the new state requirements. Dr. Jakubowski said that this is what the new program is called "high school redesign" is the terminology that is being used by the State. Mr. Manochio asked if this would have an impact on the Honors program. Dr. Jakubowski said there would not be any impact and there is really no impact on those students who plan to go to college. Mrs. Gaglione said that a detailed letter was sent to all high school with the information on what the student was expected to take and what the requirements for graduation were. Dr. Jakubowski said that it is very hard to argue against higher standards in high school but there are some students that may not be able to pass an Algebra test but would be able to assemble something without reading the instructions. He said that everyone has different talents but the focus from the Department of Education through the Governor's Office right now is academics. Dr. Jakubowski said that he believed there are students in the district who are good people, work very hard, will be successful in something in life, but will not be able to pass Algebra. Mrs. Gaglione said that most students take Algebra I in ninth grade but would they get tested on Algebra I in twelfth grade. Dr. Jakubowski said that the students get tested after they complete the course. Mrs. Gaglione asked if last year's ninth grade took the test in Algebra I. Dr. Jakubowski said

that the program will begin with this year's freshman class. He said that the Biology test was given as a "practice test" this year and he thought this was very good experience for students. Dr. Jakubowski said that the State gave practice tests in biology this past year to districts who volunteered to take it and approximately 40% of students passed the test. Mr. Arminio asked if the practice tests were to set the standard of what the "passing" grade was. Dr. Jakubowski said that he thought that the State had a "standard" in mind of what was assumed the passing grade should be and only 40% of the students met the standard. Mrs. McNeil said that the high school redesign is also impacting on the high school teachers and they have a lot to do as far as retraining and learning new methods of teaching a particular course. Dr. Jakubowski said that part of the difficulty when staff must be retrained is that individuals will blame everyone else and that is an attitude that exists that must be changed. He said whether or not an individual agrees with the redesign, it is here to stay and the district must prepare itself as best it can.

PROFESSIONAL DEVELOPMENT UPDATE/ TEST SCORES: IMPACT ON DISTRICT-

Dr. Jakubowski said that the district is working on professional development and there is a professional development day held on the second day of school. He said that the administrators will be trained with Mr. Plosia in terms of some new laws at the administrators' meeting at the end of August. Dr. Jakubowski said that the Professional Development Plan is in place and Ms. Mangarella will continue to be in charge of professional development as well as teach one or two reading sections at the high school. Dr. Jakubowski said that test scores have a great impact on the district. He said that he is waiting for scores to be received which will probably not be until the end of August. He said that if the Central-Five scores are what he believes they may be, the district could be a "district in need of improvement". Dr. Jakubowski said that both middle schools and the high school because of the special education students' scores have been "schools in need of improvement" for years and Burnet Middle School will become a Title I building in September because there is a lot of additional state aid and the free and reduced lunch numbers are so high now. He said some of the money received can be used to send students to outside tutoring centers such as Huntington Learning Center, etc. if parents want to send them there. Dr. Jakubowski said that the math scores are low and it is very hard to find math teachers but he has hired several individuals who are math certified. He said that there will also be reading specialists at Burnet and Kawameeh Middle Schools as well as Ms. Mangarella doing one or two reading classes at the high school so that more services can be offered in our schools. Dr. Jakubowski said that everything that can be done to improve test scores can be done. He said that the professional development is geared to what techniques and materials can be used to help today's students learn and succeed. Dr. Jakubowski said that more and more districts are having half days for students with professional development for teachers after students are dismissed.

UNION HIGH SCHOOL UPDATE – Dr. Jakubowski said that he met with the administrators at the end of the school year after he had met with representatives from the U.T.E.A. He said that there are some individuals who believe that the high school is not running smoothly. Dr. Jakubowski said that the change of the final exam schedule was an outstanding change which allowed students to come in only when they were scheduled to take a test. He said the Association was worried about their “prep” period, their free time and why were there two homerooms? Dr. Jakubowski said that changes cannot be made without everyone “buying in” to the changes. He said that the teachers he spoke to admitted that there were not as many students walking around in the halls during exams because if a student did not have an exam that period, he/she could go home. Dr. Jakubowski said that he spoke to the owner of the Huck Finn Diner who indicated the students who came into the diner were very well behaved. He felt that this was a positive change. Dr. Jakubowski said that some strategies that have been discussed for the fall are if a senior has met the state requirements in terms of the courses they need to graduate, they may be able to leave school early or go to work for half day. He said that he has spoken to Ms. Hart to see if student schedules can be set to try to put this program in place. Dr. Jakubowski said that he has also been discussing the accountability of the Assistant Principals and he had asked Mr. Gibbons to give him a plan that perhaps instead of hiring a Director of Career Education, to see if these duties can be incorporated into and the responsibilities be split among the Assistant Principals. He said that Mr. Gibbons gave him a plan which assigns each Assistant Principal as well as his Vice Principals with particular duties. Dr. Jakubowski said that each Assistant Principal would be given a number of evaluations of teachers in the Career Education Department and if they do the evaluations, they would receive the stipend which is indicated in the contract. He said that this would save an entire salary of over \$100,000 as well as a health benefit package. Dr. Jakubowski said that he believed the high school was going in the right direction despite what some individuals have said to him. He said that there would also be a Resource Officer at the high school in conjunction with a shared services agreement with the Township. Dr. Jakubowski said that this individual will be Nick Ardito who is a police officer in the town. He said that Officer Ardito felt he did not want to wear his uniform at all, but Mr. Gibbons said that he wanted him to be in full uniform at least one day per week so that the students remember that he is a police officer who is working out of the high school and is another person that students can reach out to if they are having a problem. Dr. Jakubowski said that this will enable the high school to have first hand contact if there is an issue in the building. He said that there is less parental involvement with students at the high school because parents are working and teachers must be willing to meet with parents at times other than their prep period if necessary. Dr. Jakubowski said it is a two-way street and the district’s administrators as well as teachers and staff that need to do things

differently. He said that Mr. Tatum has been having regular meetings with Mr. Gibbons about strategies for the high school. Mr. Tatum said that he made a recommendation to Mr. Gibbons about the student handbook and continuity between what is in the handbook versus the practice. He said that Mr. Gibbons has accepted all of the suggestions that he has given him to try to improve the overall operation of the school. Dr. Jakubowski said that he has also instructed Mr. Gibbons that the practice of having security escort students to the bathroom is over. He said that parents have questioned bathrooms being locked for years. Dr. Jakubowski said that he has told Mr. Gibbons that there is enough coverage to assign an individual to sit by a bathroom and monitor student use so that bathrooms can remain unlocked throughout the day. Mr. Arminio said that he heard that there were some students who wanted to use the bathroom every period. Dr. Jakubowski said that there would be nothing wrong in monitoring students entering and leaving class with a "sign in/sign out" book. He said that if it is observed that a student is going to the restroom every period, the next step is to have the nurse contact the parent to see if there is a medical reason for this behavior. Mrs. McNeil asked if Mr. Gibbons was going to revise the handbook. Mr. Tatum said that every summer, when there are issues that need to be addressed, the handbook is revised so that it can go to the printer before the beginning of the next school year. He said that the first week of July he spoke to Mr. Gibbons about several issues such as student dress policy and procedure and he mentioned what he was going to do to interpret the issue with students wearing shorts to school, etc. Mrs. McNeil asked if Mr. Gibbons would review the handbook and its implementation with the students. Mr. Tatum said that he believed that Mr. Gibbons had meetings at the beginning of the school year with the students in each grade level and all the information is reviewed at that time. He said that as good as things look in a handbook or any correspondence to parents, it is the enforcement of the regulation that will determine how smoothly it operates. Mr. Tatum said that in conversations with Mr. Gibbons he has indicated that he will be holding people more accountable in terms of their roles in terms of enforcement. Dr. Jakubowski said that he has told Mr. Gibbons that communication with his faculty is very important. He said that at the beginning of the last school year there was a policy in place that if a student was caught with a cell phone, the cell phone would be confiscated and the parent would have to call the school in order for the student to get the phone back. Dr. Jakubowski said that when this happened, rather than the student telling the parent that the cell phone was confiscated, the student was telling their parent that their cell phone was stolen and the parents were going reporting the cell phones stolen with the police department. He said he had a meeting early in the year with the police and they wanted to know why there were so many robberies at the high school. Dr. Jakubowski said that Mr.

Gibbons decided to change the rule for cell phones and the first time a student's phone is confiscated, the student could retrieve the cell phone in the main office at the end of the day. He said that some individuals commented that Mr. Gibbons had "changed the rules".

STUDENT DRESS CODE - Dr. Jakubowski said that a student that is not dressed appropriately should not be sent home but the school should reach out to the parent. He said that if a parent cannot be reached, the principal must make a decision should the student sit in the office all day or should the student be returned to class with the warning never to dress in that manner again. Dr. Jakubowski said that if a student gets through five periods and the sixth period of the day the teacher sends them to the office for dressing inappropriately, then either the other five teachers were not paying attention or did not think the student was dressed inappropriately or maybe the sixth period teacher is wrong. He said that the UTEA thinks that the students should be sent home but he feels that if the student, who is supposed to be in school, is sent out of the building and something happens to that student, no one will applaud the district for sending a student home because their dress was inappropriate. Dr. Jakubowski said he was not saying that it is not important how students dress, but he thought for people to think that sending the student home was an "easy" solution, it was not. He said the only way to control how students dress would be to have mandatory uniforms for students. Dr. Jakubowski said that if the district is not willing to take this action, he was not sure what could be accomplished. Mrs. McNeil said that she read over the district's policies for student and staff dress. She said that the staff dress code policy is very specific but the student policy is not specific. Mrs. McNeil thought that the student dress code policy should be updated and changed to be a little more specific. Dr. Jakubowski said that the last time the board discussed the student dress code policy it was decided that the policy be more "generic" as appropriate dress for an elementary school child may not be appropriate for a high school student and it was decided that it would be up to the discretion of the building administrator. He thought that it was time that the policy be reviewed and changed to add some specifics to the policy. Mr. Layden asked Dr. Jakubowski how he felt about the issue of uniforms for the middle and high school and had he ever spoken to other superintendents in districts that have a uniform. Dr. Jakubowski said that he spoke to the Superintendent in Linden where uniforms are being worn by students now. He said that it cost Linden close to \$50,000 to implement uniforms in place because the district bought any students who are on free or reduced lunch two sets of uniforms. Dr. Jakubowski said that he was the principal at Franklin School when voluntary uniforms were put in place in the district and he absolutely loved it. He said at that time about 25% of the students wore the uniform and they looked great. Dr. Jakubowski said that he would get more information from Linden and he would find out at the next County Superintendents' Meeting if any other districts are thinking of

implementing uniforms in their schools. Mrs. Gaglione thought that uniforms were great but she felt that if the district mandated this policy, it would cost too much. She said that she had no problem with students wearing what they had as long as they follow the dress code. Mrs. Gaglione said she did have concern about students wearing flip-flops to school. Dr. Jakubowski said that this is the style of the day. Mr. Arminio asked if the flop-flops could be banned due to safety reasons. Dr. Jakubowski said that he was going to ask for recommendations from the administrators when he meets with them next week about what should specifically be included in the student dress code policy. Mrs. Gaglione suggested that the student dress code be specific to grade levels. Mr. Perkins said the issue with regard to dress codes is that what an individual thinks is appropriate, is not necessarily what society generally thinks is appropriate. He thought there must be a lot of material with regard to the implementation of dress codes and there must be some good articles written that could be brought to the attention of the board that cite the law. Mr. Perkins said that he did not think that a "generic, broad, non-specific" dress code was wrong and there were some benefits of that from an implementation point of view. Mr. Abraham said he thought that continuity and consistency needs to be the byword on this issue because everyone needed to be on the same page as far as enforcement of the dress code. He said that his wife had a problem with the dress of a specific male student and when she spoke to the administrator in charge of the students in his grade and his wife was told that "this student's mother provides him with Dunkin Donuts coffee". Mr. Abraham said that students act differently according to the way that they are dressed. He agreed that the policy should be reviewed. Mrs. Gaglione said that the sports teams must dress appropriately when they are traveling to an away event/game. She felt that this was a positive thing. Mr. Manochio said that the way students dress is an indictment on their parents. He felt that the parents should take charge of how their children dress. Mr. Perkins said that there are people who would argue that dress is immaterial. He wanted to know why someone would be offended by a mode of dress; was it because it impaired functionality or does it offend an individual's value. Mr. Perkins asked if it was better that a student came to school in "soiled" trousers or a clean, pressed pair of blue jeans. He said that each individual would have a different answer to this question. Mr. Perkins said that from the policy point of view, it will be very difficult to come up with a policy. Dr. Jakubowski said that the policy specifically states that the "students' dress should not be disruptive to what goes on within the building." He thought that the district would be hard pressed to prove that because a student comes to school in a pair of too tight shorts, that this is "disruptive". Dr. Jakubowski thought that the dress in the district was not much different from other surrounding communities. Mr. Arminio asked what the legality was of forcing a teacher to dress in a certain manner as opposed to a student and could the board adopt a policy which requires teachers to dress in a specific manner. He said that he knew things were in the policy, but he wanted to know whether the policy is enforced. Mr. Arminio said that if the teachers

were required to dress more appropriately this might impact on the students. Mr. Damato said that the board could "tighten" up the teachers' dress code policy and it would be legal to do. He said that the things that the board might want to tie the dress code to are disruptions or safety issues. Mr. Damato thought that flip-flops presented a safety issue. Dr. Jakubowski said that the district must enforce the staff dress code. Mrs. Gaglione thought that the staff dress code policy was changed a few years ago. Mr. Damato said that the policy was discussed but he did not believe that the policy was changed. He said that the last time it was updated was in 1993. Mrs. Gaglione said she believed that the board decided that the dress code needed to be enforced by the building administrators and there were several staff members who were not dressing appropriately and they were spoken to and they changed the way they dressed. Dr. Jakubowski said that he goes over the staff dress code each August with the administrators. Mrs. Gaglione asked if the administrators knew that they should be looking at how the staff dresses. Dr. Jakubowski said that he does talk to the administrators about it.

FISCAL AND PLANNING

UNION HIGH SCHOOL AUDITORIUM – Dr. Jakubowski said that this project is on hold until next year. Mr. Magliacano said that this project will be bid over the winter to be done during the summer of 2010.

CENTRAL-FIVE/JEFFERSON SCHOOL – Dr. Jakubowski said that the district knows what it wants to do at Central-Five. He said that the big discussion, not necessarily for today, is does the district intend to convert this building back to the neighborhood elementary school for the Vauxhall area. Dr. Jakubowski said that later in the meeting there will be a discussion of efficiency levels for transportation and he believed that the board needed to take a hard look at going back to seven elementary schools, K-5, do a little redistricting to balance out the numbers. He said that this would eliminate busing students into Vauxhall for Central-Five and busing Vauxhall students out for elementary school. Dr. Jakubowski said that Franklin School would be the split school and some of the students would be bused to Kawameeh Middle School. He did not believe that the district needs a Central-Five for integration. Dr. Jakubowski said that Union is an integrated community and it should be proud of that. He felt that the district would save a considerable amount of money on busing if there was no Central-Five. Mrs. Gaglione asked if he had a cost analysis on this. Dr. Jakubowski said that he was going to prepare it. Mr. Helmstetter said that he would also like to see how Dr. Jakubowski planned to redistrict the township. Mr. Abraham asked if there was a timeline for this project. Dr. Jakubowski said he hoped to start talking about the project next spring because a bond referendum will be required to cover the costs for this project. He felt that the bond referendum should be done by next fall so that by the end of the next

school year, the project can be started. Dr. Jakubowski said that this is a challenging project but he thought in the long run this will be better for the district. He said that he felt that the board, the township committee and the community should all be involved in this project.

HANNAH CALDWELL – Mr. Magliacano said that this project will also be bid over the winter. Dr. Jakubowski said that whether or not there is pre-school expansion, this project will go forward. Mrs. Gaglione asked if any of the money to do this project would be coming from State funding. Ms. Dunn said that the district has applied for a grant for this project and the district has until October to file the grant application. She said once the paperwork is filed, the district must move forward on the project. Ms. Dunn said that once the grant application is accepted by the state, there is a timeframe for the use of the money. She said that there are different things that the district must do in a timely manner or the money allotted by the State will be taken away and given to another district. Ms. Dunn said that this project as well as the Central-5 project are considered Level III projects, not Level I projects. Mr. Perkins asked Ms. Dunn to explain the difference. Ms. Dunn said that a Level I project is a priority project that is emergent in terms of health and safety of the students; then there is a Level II and the Level III is a combination of Levels I and II, not an emergent project but funds may be available. She said that the state is looking to channel most of the SCA money into all of those projects that were never completed.

FISCAL UPDATE – Ms. Dunn said that she had a meeting with Ms. Moutis and Ms. Conte and Union County ASBO. She said that there are two different packages of stimulus money available. Ms. Dunn said that the State Department of Education received money to fund the School Funding Reformat (SFRA) and that was how it was able to keep the district somewhat whole this year for State Aid Funding. She said that the State Aid Equalization Aid which is a large component or approximately \$32 of the district's State Aid will be accounted for in two components. Ms. Dunn said that the Board Secretary's Report and few of the other reports will change. She said of the \$32 million, \$27 million will be accounted for as the State Stimulus Package and \$5 million will be accounted for as Federal funds. Ms. Dunn said that there is a second pot of stimulus money through Title I and I.D.E.I.A. She said that these funds must be spent over a two year period; the applications for the second pot will be Title I and Title I ARRA and I.D.E.I.A. and I.D.E.I.A. ARRA are all due on August 28th. Ms. Dunn said that these are separate applications and it was stressed at the meeting that even the accounting for this equalization money is very intense. Mr. Manochio asked if the stimulus money would be received for two years. Ms. Dunn said that there is a two year window for the district to use the money but the state wants districts to spend the money as soon as possible. Mr. Manochio asked if the money can be used for salaries. Ms. Dunn said that the district is not using it

for salaries because it is a one-shot infusion of money and it is the recommendation by the Director of Finances was not to use it for salaries. She said that she has come up with several one-shot infusions for use of the I.D.E.I.A. money such as services to the students, professional development, facility improvements, assistive devices, etc. Ms. Dunn said that the Title I funds are very different and can only be used for "at risk" students. Mr. Manochio asked if the district pays for a program with these funds and there is money needed for the second year, who pays for that; would the local district have to pick up that amount? Ms. Dunn said that the district's plan does not incorporate any additional funds and after the two year window has passed all of the money will have been spent. Mr. Vieira said that these will not be reoccurring expenditures. Dr. Jakubowski said that the district wants to use this money for things that will not be continuing costs. Mr. Helmstetter asked if the money promised on the Hannah Caldwell project is still available. Ms. Dunn said it was. Mr. Helmstetter said that the project will be moving forward and begin in the summer of 2010. Mr. Magliacano said that he was going to try to do this project over the winter. He said that this was entirely an inside job and could be done in the winter. Ms. Dunn said that in the 2009-2010 budget, Mr. Magliacano budgeted the Livingston intercom, Playground resurfacing, Roof repair, Track resurfacing, Bleacher replacement at the high school, and Small gym relighting at the high school. She said that Central-5/Jefferson School renovation was not in the budget but the district did apply to the state for aid which was received. Ms. Dunn said that \$1million was budgeted for the Union High School auditorium and the pre-k expansion was also budgeted for. She said that there is still an allocation/grant which was received of \$300,000 for a food lab at the high school. Ms. Dunn said that if any of the pre-school expansion is with regard to students with disabilities, under the I.D.E.I.A. infusion, the district could use some of the money for facility improvements for special education students.

MR. PERKINS LEFT THE MEETING AT 5:30 P.M.

OPERATIONS

IT DEPARTMENT RELOCATION TO UNION HIGH SCHOOL – Mr. Magliacano said that the actual move of the IT Department should be within two weeks after the project is bid. He said that the district's electricians are presently creating the wiring to move the servers from the Administration Building to the High School and that should be done by the end of the week. Mr. Magliacano said that next week Ms. Ging, Ms. Hart, representatives from Promedia and he will meet to see what the phases of the job will be. He said that it takes some time to build the servers.

ADMINISTRATION BUILDING – Mr. Magliacano said that the roof at the Administration Building is about 2/3rds done; the floors are stripped; and the bathrooms are being tiled. He said that the offices are being painted by in-house maintenance and there is a contractor who is painting the Business Office. Mr. Magliacano said that the trailer that is along side the building holds the contents of the board room so that the furniture from other offices can be put in the board room while the carpet is being installed. He said that he was still holding to the August 9th return date for employees to go back to the Administration Building. Mrs. Gaglione asked when the windows would be installed. Mr. Magliacano said that the windows will be done once everyone moves back into the building. He said that all of the air-conditioning ducts have been installed except in Mr. Tatum's office at this time. Mrs. McNeil asked when the IT Department would be up and running. Mr. Magliacano said that once the district bids and awards the job, it will probably take about six to eight weeks to complete the project. He said that next week IT will start building the servers at the high school but one server will remain at the Administration Building because that server will have all the information of the work which is done at the Administration Building.

UNION SCHOOL UPDATE – Mr. Magliacano said that the district is at about the 60% mark, cleaning-wise. He said that 14 classroom floors have been replaced and the Intercom job has been started at Livingston School. Mr. Magliacano said that he is still waiting for a schedule on the backstops for the high school rec gym. Mr. Helmstetter asked when the bleachers in the high school gym would be done. Mr. Magliacano said that the bleachers would be done next summer. Mr. Helmstetter asked about the bleachers at Burnet and Kawameeh. Mr. Magliacano said that he would have those projects in the 2010-2011 budget.

Mr. Helmstetter asked if the stimulus money could be used for something as mundane as painting a classroom. Ms. Dunn said that the money cannot be used for maintenance expenses. Mr. Helmstetter asked if the money could be used for flooring. Ms. Dunn said that the money could only be used in special education classrooms but the accountability for the funds is so strict that the district would have to be careful. She said that she is trying to find the best uses for the funds with the least amount of headaches. Mr. Helmstetter said he assumed that there was a specific dollar amount that the district can receive and the district will be making an application for that amount. Ms. Dunn said that effective in January, 2009 every Federal Grant that the district gets money for, is no longer received "up front". She said that the district is on a reimbursement method. Ms. Dunn said that there is a particular date each month that the district must file its request for reimbursement details and then the funds are sent to the district. She said that this procedure was implemented because

funds were being sent but not spent and there were exorbitant amounts of carry-over from year to year. Mr. Helmstetter asked if there was a specific amount of money that the district can go up to. Ms. Dunn said that the district must go up to the amount allocated in the grant application. Mr. Helmstetter asked what the allocation amount was. Ms. Dunn said that the I.D.E.I.A. allocation was \$1.998 plus million and the Title I allocation is \$464,000. She said that Title I is different than I.D.E.I.A. Ms. Dunn said that Title I requires certain parental involvement and professional development percentages. She said that the some of the I.D.E.I.A. is being switched some set aside money to be used for a certain Title I program. Ms. Dunn said that all four grant applications must be filed by August 28th. She said that New Jersey has signed up to be a "poster child" for these stimulus funds and this means that the state will be strictly monitoring the use of the money. Mr. Vieira said that New Jersey received \$2 billion in stimulus money.

Mrs. Gaglione asked about the paving of the Kawameeh parking lot. Mr. Magliacano said that he was waiting for a second quote and he thought that the job could be done under the bid threshold. Mrs. Gaglione asked if it would get done before school opens. Mr. Magliacano said it would.

Dr. Jakubowski said that officially at the end of July, the district's relationship with Head Start is done. He said that the district sent out letters to parents to let them know what they can do according to the age of their children. Dr. Jakubowski said that the new group that is taking over the Head Start program is not ready to operate. He said that the space which was being used for the Head Start Office will be taken over by the Special Services Department. Mr. Vieira said that he wanted the board to know that the Head Start Program included three year olds as well as four year olds. Dr. Jakubowski said that he did have a call from the mother of a three year old who asked if the Head Start program was not ready in September, would her child be able to attend preschool in Union and he told her that the child would not be eligible. He said that the district is obligated to take the four year olds, if they are Union residents. Dr. Jakubowski said that the Head Start program that the district ran was designed for Union students and although the district could have reached out to other communities there were always enough Union residents to fill the spots. Ms. Dunn said that the biggest impact to the district with the loss of Head Start was to transportation. She said that the biggest impact in the next month will be loss of income to community childcare services because the new Head Start program will be a full-day program. Dr. Jakubowski said that the employees that worked in the Head Start Department were employed through the district but were paid by Head Start. He said that Ms. McGovern is a social

worker and since the district needs a transition coordinator, he believed that she would stay on in the district. Dr. Jakubowski stated that since Mrs. Loguidice, the Head Start secretary, has tenure in the district, he will have to find another position for her. Mr. Vieira said that Mrs. Loguidice only worked half time for Head Start and was paid the remainder of her salary through Special Services.

Mrs. Gaglione asked for an update on the Livingston School Tot Lot. Mr. Magliacano said that it was under construction.

MR. ABRAHAM LEFT THE MEETING AT 6:20 P.M.

TECHNOLOGY

Technology Update – Dr. Jakubowski said that he has spoken to Ms. Hart earlier in the day. He said she is moving forward with the new Genesis program and she has been meeting regularly with representatives from that company. Dr. Jakubowski said that the type of report card that the district wants is now being discussed. He said that the Genesis program is going to be a very good program for the district and he thanked the board for supporting the acquisition of this program. Dr. Jakubowski said that the program will begin to operate in September along with StarBase so that there can be a smooth transition. He said that he has received an e-mail from the County regarding NJSmart that although the district had indicated that it had submitted everything for NJSmart, the State never received the information but this was because there was an omission which did not transmit the information.

Paperless Agenda Update – Mr. Damato said that he wanted to get feedback from the board to see how the new system is working and if there were any problems. Mr. Arminio said that he liked the new system because it allowed him at his leisure to go over the agenda. Mrs. Gaglione said that she was trying to learn all of the options that the new system offered. Mrs. Ditri said that she had control over what information the public was allowed to view. Mrs. Gaglione asked how the public knows to look for the agenda on the website. Mrs. Ditri said that there is a link on the district's website. Mr. Arminio asked if there was a way to see how many people have logged on to the new website. Mrs. Ditri said she did not know. Mrs. Salazar said that the purpose of the paperless agenda is to use less paper and it seemed that more paper was being used. Mrs. McNeil asked if the board could go to the next level. Mr. Damato wanted to know if the board was ready to do it; he said that there are laptop computers available in the library that can be utilized for each board member. Dr. Jakubowski asked the board if they would want to try using the laptops at the September meeting. The board agreed that it would try the laptops in September.

PERSONNEL

Staffing – Dr. Jakubowski said that he was moving along nicely with staffing for next year. He said that there were a few elementary teachers that would be on maternity leave and those positions were still open. Dr. Jakubowski said that he would be meeting with all of the building principals next week. He said that registration had been very slow over the summer and because of the new Genesis program, central registration will be extended for the month of September. Dr. Jakubowski said that Mrs. Loguidice who worked with the Head Start program will be housed at the Administration Building helping Mrs. Hubbard with the student registration. He said that Mrs. Hart will assist in the entry of information into Genesis and StarBase so that the transition goes smoothly. Dr. Jakubowski said that he interviewed a candidate to teach science at Union High School and he is waiting to hear from a young man has taught at St. Peter's for the past five years and he had to take the math praxis. He said that there are a few teacher assistant position still open and he had a few individuals who have teaching degrees but would be willing to take teacher assistant positions in order to get into the district. Dr. Jakubowski said that he has received the name of a candidate to replace Mrs. David who retired as a secretary in the guidance department at Union High School. He said that he has not filled that position yet because there is a secretary in the district who has filed for a disability retirement and he wanted to see if she had been approved for that. Dr. Jakubowski said that although there may be secretary positions to fill, he may be able to fill them without hiring anyone.

Assistant Principal positions/job responsibilities at Union High School – Dr. Jakubowski said that he is was serious about not replacing Mr. Cariello and dividing the duties of that department between several of the Vice and Assistant Principals at the high school. Dr. Jakubowski said that Mr. Gibbons has prepared a plan on what duties each individual would have. He said that by implementing this plan, the board would be spending approximately \$15,000 in stipends while finding a replacement for Mr. Cariello would cost the district over \$100,000 in salary plus health benefits. Dr. Jakubowski said he wanted to review Mr. Gibbons plan in more detail but he said he would be willing to try this plan for one year to see how it works. Ms. Dunn said that she thought it was very refreshing that staff duties are being expanded. Mr. Manochio asked if a new supervisor is not put in the Career Education Department, will there still be a need for a secretary in that department. Dr. Jakubowski said that he did not know yet if a secretary will be required. He said that there will still be paperwork and ordering of supplies that will have to be done for the department. Mr. Arminio asked if there would be any impact with other teachers at the high school if the Career Education teachers are evaluated by a Vice Principal rather than a Department Supervisor. He said that the Vice Principal may not be able

to evaluate on the basis of content and may only be evaluating the individual on class management. Dr. Jakubowski said that Mr. Cariello was an Industrial Arts teacher who also evaluated the C.A.S.T., Home Economics, which were areas that were not within his expertise. He said that he did not know how the situation would be handled at this time. Mr. Manochio asked if evaluations were in the job description of the Vice Principals. Dr. Jakubowski said that the job description of any Vice Principal or Assistant Principal indicates that if the individual is given a department to oversee they would receive a \$5,000 stipend for the year. He said that he and Mr. Damato would reach out to Mr. Clark to discuss the matter. Dr. Jakubowski said that he would not allow someone to file a grievance that the district may have a chance of losing the grievance based upon the contract and if Mr. Clark says that could happen, another plan will be considered. Mr. Tatum said that the contract reads that if an individual takes over a department, that individual is entitled to a stipend and he wanted to know if they were only taking over a portion of the department and giving the individuals the same amount of money they would receive to run the entire department, wouldn't that give the district a stronger bargaining chip? He did not feel that the district would be in true violation because the district would be giving the individuals more than they are entitled to receive. Mr. Damato said that the issue may be negotiability and the district would have to sit down with the individuals to discuss the issue. Dr. Jakubowski said that if he had to make all of the Assistant Principals, Vice Principals and still give each of them a stipend, it may be counterproductive. He said that he wanted the board to get a sense that the principal at Union High School is a team player that constantly wants to work to try to do things for the betterment of the high school and what goes on there.

POLICY

Transportation Policy – Dr. Jakubowski said that the district has a policy that says there will be courtesy busing for elementary students who live a mile and a half from the school. He said that this is not in alignment with the state law. Dr. Jakubowski said that this has been the policy of the district for as long as it has had a central-grade school because Hamilton School, for most of the Vauxhall area, was not more than two miles away. He said that the district decided in order to make the central grade concept work and all Vauxhall students had to be bused to the elementary schools throughout the town, the district needed to make sure that every student from Vauxhall was treated the same way. Dr. Jakubowski said that because it was supposed to be two miles, the Union County Educational Services Commission, which provides transportation for many of the district's special education students, has informed Ms. Dunn that they will not transport any students who live under two miles from a school. He said that he agreed with Mr. Damato and if the district's policy indicates that children from

pre-k to grade 5 only have to live one and one-half miles from a school to get bused, any students who are going out of district to private schools, the district will need to treat these students the same way that district students are treated. He said that this is becoming an issue for the district because the efficiency for transportation continues to get worse every year. Dr. Jakubowski said that he believed the district should take a hard look at this issue. Ms. Dunn said that the district's policy states that from pre-k through grade 5, any student who lives 1.5 miles or over is eligible for transportation to both public and nonpublic schools. She said that from grade 6 to grade 8, students must live at least two miles and for grades 9 through 12, students must live at least 2.5 miles according to the state mandate. Ms. Dunn said that especially for nonpublic schools, parents would submit an application for transportation and they would fill out the distance to the school on the application form. She said with the economy being so bad over the past two years and with the district's new mapping system in transportation, before the applications are sent to Union County Educational Services Commission the mileage on the applications is now being checked. Ms. Dunn said that any students for whom transportation cannot be supplied, are given aid in lieu of transportation. She said that there were four or five families that sent their children to St. Theresa's Elementary School last year and because their mileage was not verified on the transportation application, Union County Educational Services took the mileage on face value and these students were supplied with a bus. Ms. Dunn said that this year the students will not be provided with a bus because they are under the state transportation mileage. She said that the district's policy says that if a student is in the sixth grade and attends St. Theresa's the student must live over two miles to receive aid in lieu of. Ms. Dunn said that some of these students were provided a bus to get to school in the past, but starting in September, they will not be bused. She said that for "aid in lieu of" transportation reimbursement, the district is required to transport or give money for reimbursement to the nonpublic parents up to a particular dollar figure. Ms. Dunn said that the district must file a report in October which must include the license plate of the bus, the route of the bus, how many passengers are on the bus, if the passengers are within the statutory requirements, are they special education students, etc. She said that this is the way the State compiles two things, the district's state aid figures and the district's transportation efficiency. Ms. Dunn said that the district is losing on both ends because the district is paying approximately 130 parents "aid in lieu of" that the district does not receive reimbursement for from the state. She said the district is losing on the efficiency rating because the efficiency rating is putting the most you can on district vehicles to the maximum amount allowed. Ms. Dunn said that the district was not getting any credit for those students who are not eligible and this decreases the district's efficiency. Mrs. McNeil asked if in the future the district would follow the statutory mileage. Dr. Jakubowski said that he would like to see the district follow the state mileage, however, there is a problem. He said that he has asked the transportation department to monitor

from the Vauxhall section to Hannah Caldwell School and from the Vauxhall section to Battle Hill School. Dr. Jakubowski said that the district cannot continue to do what it has been doing and have students in Vauxhall that are not eligible for busing to an elementary school. He said that it was the district who told the Vauxhall community that did not have a community school and that they must be transported to the various. Dr. Jakubowski thought that it would be political suicide for the board not to transport all Vauxhall students to the other elementary schools in the town. Mr. Helmstetter said that this was another reason to go back to turn Central-5 back into an elementary school. Ms. Dunn said that in the district's transportation policy there is a section that states if students have a hazardous route to get to school, this "hazardous" condition must be discussed by the board and brought to the attention of the municipality. She said that it would be up to the municipality to establish what is "hazardous". Ms. Dunn said that this should be taken into consideration when the transportation policy is revamped.

MISCELLANEOUS

Closing of Hilton Avenue – Dr. Jakubowski said that he would be meeting with Mr. Manzella and Mr. Bradley on Thursday to discuss this matter again. He said that he has expressed his opinion to the township that he believes it would be a mistake to do the repaving project during school time. Dr. Jakubowski said that Ms. Calderone and Mr. Zurka went to a meeting on behalf of the board to express how difficult transporting students would be if Hilton Avenue was closed. He said in addition to the students who are bused to the school there are approximately 200 students who are transported to the school by their parents. Dr. Jakubowski said that he felt the board needed to take aggressive steps to make the board's views known to the township. Mr. Vieira asked how many days were needed to pave the street. Dr. Jakubowski said that he believed it would take approximately four days to complete the job.

Utility connections – Central-Five/Jefferson School – Mr. Damato said that part of the street paving requires that when a street is newly paved and new curbs are put in, the street cannot be cut into for a period of five (5) years. He said that the board was asked if it would be interested in "stubbing" all of the utilities inside the curb line before or while the street is being paved. Mr. Damato thought that this was a terrific idea. He said that if the district is more than 50% inclined to build a new school there, quotes should be gotten and the work should be done. Mr. Manochio asked what "stubbing a utility" meant. Mr. Damato said that in order to make a utility connection at a water main, sewer main, gas main, etc., it is necessary to cut into the street, find the main, put a

connection on the main and then run the connection into the new building. He said that when the street is being prepared to be paved, the mains will be found and connections will be run beyond the curb line and capped so that the location of each main is known when the school construction is being done. The board agreed that this was a good idea and should be pursued. Dr. Jakubowski said that the board will have to be committed to a bond referendum for the construction project at Central-Five because the district does not have enough money to complete the project. He said that the board must have a good plan to convince the community to vote for a referendum to finance this project.

Phone Meeting in August – Ms. Dunn said that she had thought an August meeting would be necessary, but since the board passed the two resolutions today, the meeting will not be necessary.

Mrs. Gaglione said that she was comfortable with the way that the transportation policy was left. Mr. Damato said that the matter would be brought to the Policy Committee to come up with recommendations. Dr. Jakubowski said that he was going to ask the transportation department to measure the distance to Battle Hill School and to Hannah Caldwell School from all of the Vauxhall section. Ms. Dunn said that this can be done on the computer. Dr. Jakubowski said that he would be able to remedy the “two mile” issue by assigning students accordingly and if a parent requests a school which is not two miles from their residence, the parent would be advised that they must provide transportation for the student.

MOTION TO ADJOURN

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

Respectfully submitted,

JAMES J. DAMATO
BOARD SECRETARY