

UNION TOWNSHIP BOARD OF EDUCATION  
WORKSESSION AGENDA – MAY 10, 2016

Meeting held at the James Caulfield Administration Building, 2369 Morris Avenue, Union, New Jersey at 7:00 p.m. on May 10, 2016.

The meeting was called to order by Mr. Nufrio at 7:03 p.m.

PRESENT AT ROLL CALL:

Mr. David Arminio, Mr. Steven Le, Mr. Ron McDowell, Mr. Vito Nufrio, Mrs. Nellis Regis-Darby, Mr. Angel Salcedo, Mrs. Nancy Zuena

ABSENT AT ROLL CALL:

Dr. Guy Francis, Mr. Jeffrey Monge

ADMINISTRATORS PRESENT:

Dr. Noreen Lishak, Mrs. Annie Moses, Mr. Manuel Vieira, Mr. Thomas Wiggins, Mr. Gerry Benaquista, Mrs. Kim Conti, Mrs. Ann Hart

Also present, Paul Griggs, Esq.

Mr. Wiggins led the Board and audience in the Pledge of Allegiance.

Mr. Vieira read the statement required under the “Open Public Meetings Act”, a copy of which is on file in the office of the Secretary.

COMMENTS FROM PUBLIC ON RESOLUTIONS IN BOLD:

None

APPROVAL OF MINUTES:

Mr. Nufrio asked if anyone had any questions or comments. The minutes will be approved at next week’s meeting.

COMMUNICATIONS:

Mr. Nufrio asked if anyone had any questions on communications. Mr. Salcedo stated #7 – resignation by Col. Torres – I didn’t realize that he was actually a teacher. I thought that was a volunteer position. Who fills that position behind him? Is there an ROTC office? Dr. Lishak stated there is an ROTC office and we work along with the United States Army so the person has to be a former Army person and have a teaching cert. We will post that way but they will have a say in who they send. Mr. Salcedo stated he has been successful and I know that they have won some awards. It will be sad to see him go. Mr. Nufrio stated we wish him well.

SUPERINTENDENT’S REPORT:

Mr. Nufrio stated Mr. Tatum is ill this evening. Dr. Lishak stated that Mr. Tatum will give his full report next week. Mr. Nufrio stated so for the record we will have that next Tuesday.

**PRESENTATION BY FRONTLINE TECHNOLOGIES:**

Mr. Nufrio stated we have a presentation by Frontline Technologies. Mr. Vieira stated this is Wayne from Frontline Technologies and he will give us a brief demonstration on electronic timekeeping.

Wayne stated this is a web-based product. Some of you may have heard of Frontline Technologies, it is not a flea or tick company, it is however an education software company. Union Township is using several of our products already and some of those products are AESOP which is an automated sub-calling absence and management system – we are going to talk mostly about Veritime today which is a web-based time and attendance system. The District is also using Applitrack and some of these other products over here. We just purchased Cistress Group which you use for IEP direct. It is a growing education company and we have over 7,000 districts throughout the country that are our customers using various products.

Today we will focus on our electronic time capture modular. This is actually part of your current AESOP package – it is an additional modular that you can add to it. AESOP focuses on managing absences but with Frontline's Veritime, we can capture your employees' positive attendance and working time and it would replace a paper timesheet process. We can capture the employees' attendance electronically through web-clock so that they can set up a web-based time clock and they can clock in and clock out using a variety of devices and there are a lot of options available to the District. They can also fill out their timesheets electronically online and it makes for an easier and more efficient capture of both attendance and hours worked; not only for hourly employees but for all employees that you need to track their attendance but those that are paid hourly helps them as well. It captures the time more efficiently, processes more efficiently with our web-based approval process and we also integrate with the District's payroll system so that payroll is not taking paper timesheets that have traveled throughout the entire District and getting mailed, lost or illegible etc. Finally payroll would have to hand key that data into the payroll system and we can simply download the information out of our system and upload it into that system. We already do that with your AESOP data.

To show you how it works, we will launch the system here and a timeclock. It is a web-based system so that the District does not have to invest in heavy expensive hardware to get the system up and running. We can appropriate any device that has a browser or internet connection and turn it into a timeclock. I am going to turn this laptop here which is the District's into a timeclock right now. What they would do is simply set aside several devices like this as dedicated timeclocks for folks to clock in and clock out. This device is waiting for a scan so one way you can set it up is to have folks scan an ID badge or biometric option, it is entirely up to the District to determine how they want folks to actually clock in and what they are going to scan. This doesn't have a scanner device so I will do it manually here and turn it into a timeclock. We can set it up so people can scan in and scan out and just walk away but there are a lot of folks in the District that have more than one job with different approvers and different schedules and different business codes attached to them. In this case we can simply have the employee indicate which job he is here to do and then sign in. It is that simple.

If the employee does not have to clock in and clock out, they can also be given access to go to their timesheet and fill out a timesheet online. Many districts use that feature for teachers who are salaried and they do extra duty jobs beyond their regular teaching job – instead of filling an extra form on paper, they can fill in an online time sheet and the whole process is in one spot.

It is going to help payroll and time processing, etc. but it is also going to help the District to manage their employees. One of the tools that we have inside this is called a people locator and what we have done with our system is not just take the paper and put it online and everything else is the same – now it is just on computer instead of on my desk. We are trying to go beyond that and bring added insights into what is happening in terms of time and attendance. You may have heard that Frontline has launched a research institute to help you guys better understand the data such as absence data. We have reports like this called “people locator” which lets an administrator here at the District see where their employees are at any given time during the day so that they can see if someone is supposed to have been in during the day and has forgotten to clock in or has not showed up. If they are absent and got a sub, they can easily see AESOP working in the background and this works in real time.

Let’s see an example of one of the reports but also in terms of making life easier for your administrators, timesheet review lets them more easily understand what is happening in terms of a timesheet by looking at a summary of the information and letting them drill down further into the details as they need to and looking finally at the timesheet itself if they actually have to look at that level of detail before they approve it. It makes it easier for the administrators to understand what is happening, to see the numbers and make positive action. They can also review, edit it, as well as approve the timesheets here.

You may have noticed this report down here called the ACA healthcare report. It is a critical report that Frontline has built for the education place exclusively. What this report does is it helps districts manage their variable hour work employees. Those employees that may or may not become eligible for benefits based on the hours they work. This report lets you put in the districts very own look back period up here and then run it and see how many times they worked in the past 6 months, 12 months, who is eligible for benefits. This report is automatically combining all the hours from all the jobs the employee does which can be difficult if they have different managers and different budget codes today. It is also automatically applying to various rules of the Affordable Care Act such as certain gaps of non-work can’t be counted against the employee in the calculation. This also lets you look into the future and lets me forecast how the employee hours will add up based upon what they have done so far and what they are scheduled to do in the future. So it gives you even extra benefit in understanding and managing your employees time worked.

So what we do is try to form a comprehensive picture here for time and attendance for the employees by allowing them to clock in electronically, fill in a timesheet electronically, their managers are able to see all this information in real time and no one is waiting for a timesheet to come to them, they can look this up whenever they need to, they can access it from wherever they are, they don’t have to be in their office if they don’t want to be, they can review, edit and approve time within the system and then they can extract that data and get it into your payroll

system as well so you are saving the payroll folks time and a potential for error in that process as well.

With the Affordable Healthcare Act Report and some other reports that are there, we are going beyond just processing timesheets and bringing further insight into habits, into who is working when, etc.

Does anyone have any questions? Mr. Arminio stated for the payroll department, how much education will they need in order to take the information that they would get. Wayne stated that we have two teams that we would be working with in the District. We have a Veritime implementation team that would get this set up here and train the District on how to use it. We also have a dedicated integration team that is the team that dedicates getting information out of our system into your other systems here, including your payroll system. We have over 7,000 customers in the country using our products. We would train you and get you up to speed. Mr. Arminio asked would that training last a day, a week? Wayne stated it would last 4-6 weeks in total but it is done over periods of time scheduled with the District.

Mr. Vieira stated Gerry and I were trained on the developing the AESOP system. It took about 8 weeks to build the AESOP system and it worked very well and Frontline's support was great. Mr. Benaquista stated we met online during the webinar with their employee which we sent him information from us, he uploaded it and then we met and he trained us on how to use the system and we kept constantly updating and sending information to their company to upload into our system. Mr. Vieira stated even on snow days working from home.

Mr. Nufrio stated this is primarily for hourly folks. Wayne stated in terms of replacing timesheets, the primary focus would be for hourly employees. Mr. Nufrio stated currently what we have in place the employee reports to maintenance. Mr. Vieira stated the school principal, as part of the cafeteria playground workers, greeters that are in the school, the teachers that do extra work. Mr. Nufrio stated I'm an employee that is supposed to be at Burnet Middle School and I'm home and I punch in. Mrs. Zuena stated it has to be at the log-in at the school. Mr. Nufrio stated I heard you saying you can do it from anywhere. Wayne stated you can lock it down. This is a demo site which is opened up so I can come and do it from anywhere, but you can lock it down so they have to be at a physical site. Mr. Nufrio stated I did hear you say you can do it from anywhere. Wayne stated only if you had permission.

Mr. Benaquista stated if you log in from home, their system knows where you log in from. Wayne stated your concern is valid but we can prevent that from happening; that is a permission you can give someone to be able to do it from anywhere. What I was talking about was the administrator being able to review the timesheet from home. Mr. Nufrio stated that is understandable and it will save time. I'm just not too keen on having someone be able to punch in from their little tablet or laptop. Wayne stated they won't be able to do that – only if you give them that permission to do that. Mr. Nufrio stated you will be able to lock that out. Wayne stated yes.

Mr. Benaquista stated we can use our finger scanners. Mr. Nufrio asked do we have finger scanners? Mrs. Zuena stated they would have to put that on the computer. Mr. Nufrio

stated nothing is free, how much will that cost? Wayne stated it all depends on the price options. One good thing about our system is because it is web based, you don't have to buy dedicated hardware to work with it. You can turn this laptop into a kiosk and plug in a scanner to it and now I have web clock already and I don't have to by a multi-thousand dollar device with maintenance cost on top of that.

Mr. Nufrio stated I know Mr. Tatum briefly gave me an overview last week and said that you were giving a presentation this evening. I said that is fine but we will have to discuss it further in terms of what we can afford and it would be in stages obviously. Mr. Vieira stated yes. Wayne stated Manny and I have talked about it and we can nail down more definitive numbers and let everyone know about it. It is based upon how many people you put onto the system. Mr. Nufrio stated I understand. When do you think you can have that for us. Wayne said I think we have some preliminary projections. Mr. Vieira stated you sent me a pricing for the set up and x-amount of employees. I don't have it with me. Mr. Nufrio stated this would be starting September or July? Wayne stated it is up to the District of when they want to start using it. Most districts are up and running for July 1<sup>st</sup> but September 1<sup>st</sup> is a great time too. Mr. Nufrio stated it requires training. Wayne stated yes, it will take 6-8 weeks to get set up and folks trained to use it. We would probably roll it out too so it would be in one building at a time or one department at a time and work out the kinks. Thank you very much for having me.

Mr. Nufrio stated the second item under the Superintendent's Report had to do with my request to have the grant recipients recognized next Tuesday night and we already did a get together here, a meet and greet; so I just wanted the Board to know and Mr. Tatum agreed that it would be a great idea to have the recipients here to be recognized for their efforts and their accomplishment in obtaining the grants.

#### EDUCATION/STUDENT DISCIPLINE COMMITTEE:

Mr. McDowell presented the Education/Student Discipline Committee agenda.

Mrs. Regis-Darby stated that we will be adding the District Improvement Plan (QSAC) as E-4 to next week's agenda.

Dr. Lishak stated I'm not sure if we normally accept it under Education or different area but Lt. Perez has offered us another donation for a musical instrument. We accept them at the Board. Mr. Vieira stated under Fiscal.

Dr. Lishak stated did we approve the relocation for this summer only for the Burnet Title I program? Mr. Vieira stated it is on this agenda.

#### FISCAL AND PLANNING COMMITTEE:

Mr. Salcedo presented the Fiscal and Planning Committee agenda.

F-17 will be added to agenda -- donation of musical instrument (trumpet).

Mr. Nufrio stated I have a comment with respect to the Fiscal Committee and in Mr. Monge's absence, the Committee has been working very diligently to review the RFP's that have

been received for various services as well as Operations and I think Mrs. Zuena has spearheaded much of that in terms of what is required in order to fulfil the essentials and components that go with the RFP's so hopefully we will have something maybe next week – if not next month. I know that the three most important ones have to do with work that we are planning to do that has at least listed and projected by Mr. Wiggins at various schools. Hopefully we will have more information by next Tuesday for that. If you have any questions please contact Mrs. Zuena or Mr. Monge regards to the RFP's.

#### OPERATIONS COMMITTEE:

Mrs. Zuena presented the Operations Committee agenda.

Mr. Nufrio stated as I mentioned before, I think what remains still is to determine conclusively which environmental company we will be using in conjunction with the architects to accomplish the tasks that were detailed on this particular agenda. I know Operations met this evening and discussed at length that there is more information to come so that we can possibly get it all done by next Tuesday. Mr. Wiggins stated correct. Mr. Nufrio stated I believe there were some additional concerns that were addressed. Mr. Wiggins stated roofs, power-pit walls, stucco wall – we may need an alternate and I think we should put it in there and it doesn't cost us anything. If we get a good price we do it; if we get a bad price we wait unless we get money from somewhere else. Mr. Nufrio stated because there is deterioration. Mr. Wiggins stated correct and we are going to put that in the agenda for next week.

Mr. Nufrio stated that is fine and I also want to point out that some discussion was also held with regards to the September 10<sup>th</sup> event and there is more information to come. We had some discussion about this already last month but I think what can be done and we look and learn more of the history of this that perhaps some language can be inserted in the agreement that would absolutely cite things that should not be permitted on that day.

Dr. Francis arrived at worksession at 7:35 p.m.

Mr. Arminio stated are we discussing #1 and #3. Mr. Nufrio stated we can begin but we are not making a decision this evening. Mr. Arminio stated are we making #1 a resolution. Mrs. Zuena stated #1 is a game that Linda has had before at the high school – it is our softball team and they play against the NJ Hawks Special Olympics Softball Team. This is an annual event that we have had and I think we should make that a resolution.

#2 – I don't know if we will be ready to have that as a resolution – the event is not until September because we want to get more information; so that may not go on the agenda for next week. Mr. Arminio stated just to make it fair for this group, let's get a yes or no as soon as possible so that they can get an alternate site. Mr. Nufrio stated like Mrs. Zuena said, we are hoping to get some additional information and if that can be done before next Tuesday then it will remain on the agenda and if it can't, it will have to be put on the June agenda. Mrs. Zuena stated Tom you are going to reach out to them and find out. Mr. Wiggins stated myself or Ginger will reach out to them and we will get all the information we need for next week.

Mr. Arminio stated #3 – we have been doing this for years. Mrs. Zuena stated so that is part of our Shared Services Agreement.

Mr. Nufrio stated on #2 – as long as we are totally assured that all that we ask for and it isn't that much that they will comply with then it should be fine.

#### PERSONNEL COMMITTEE:

Mr. Arminio presented the Personnel Committee agenda.

Mr. Nufrio stated there is no back-up on P-13 and I am going to defer to our counselor for that explanation. Mr. Griggs stated we will talk about this in Executive Session. Mr. Nufrio stated can I say generically why there isn't a list. Mr. Griggs stated yes. Mr. Nufrio stated as you explained to Mr. Benaquista. Mr. Griggs stated the list primarily relates to non-tenured employees. The Board of Education, if they are not going to renew a non-tenured employee, must provide that employee with a letter and the Superintendent must provide the employee with notice or a letter setting forth that they will not be reappointed. The ones who will not be reappointed, the Superintendent must also confer and discuss it with the Board of Education as to whether non-tenured employees – the law sets forth that if you don't reappoint them by May 15<sup>th</sup> then they are automatically reappointed for the next year. The net is that the recommendation of the Superintendent is he wants to reappoint specific staff members for next year, you really don't have to take action. Some boards take action; some boards in affect take action by default by not taking action and there is a separate statute that says if you don't take action then they are automatically reappointed. That is why there is no list. Tenured employees at some point, the Board is going to take action to approve their salaries for the forthcoming school year which I assume will be in June. Mr. Nufrio stated there is a salary guide in place so that is not a problem. They will have letters which will indicate the contractual approval with the salary at the top.

P-13 was pulled from the agenda per Board Attorney.

Moved by Mr. Arminio, seconded by Mrs. Zuena, that the following resolution be adopted:

#### P-27. APPROVE OVERLOOK MEDICAL CENTER – AUDITORY PROCESSING EVALUATIONS

That the Board approve Overlook Medical Center to provide Auditory Processing Evaluations at the rate of \$992.46 per evaluation not to exceed \$1,984.92 for the 2015-2016 school year (Account #11-000-219-320-01-19), in accordance with the information appended to the minutes.

#### DISCUSSION:

Mr. Nufrio stated so it is at a rate of \$992.46 per evaluation not to exceed \$2,000 – so that would be for each evaluation. Mrs. Conti stated right so it wouldn't exceed. Mr. Nufrio stated so it could be anywhere from \$900 to \$2,000. Mrs. Conti stated the actual auditory processing evaluation is at a rate of \$992.46 so if you want me to correct it to add it up to exactly. Mr. Nufrio stated I think it should because it is a little vague.

AYE: Mr. Arminio, Dr. Francis, Mr. Le, Mr. McDowell, Mrs. Regis-Darby, Mr. Salcedo, Mrs. Zuena, Mr. Nufrio

NAY: None

ABSTAIN: None

MOTION CARRIED

Mr. Arminio stated with P-5 and P-6 – I understand P-5 the Team Physician – he evaluates all of the student athletes' medical forms, permission slips – this doctor looks at them or does he give the physical. Mrs. Zuena stated P-6 is the one that evaluates all the medical forms that we send in for our children. They don't do the physicals. Dr. Francis stated P-5 is what Dr. Gallick use to do at football games. P-6 is all the physical forms to make sure that they are done right. Mrs. Zuena stated P-5 – the doctor is at the football games if the players get hurt.

Mr. Nufrio stated wasn't there a question that Mr. Monge had raised about there was only one doctor who submitted a proposal. Is that correct Mr. Vieira? Mr. Vieira stated correct. Mr. Nufrio stated do you see any reason why not to proceed with this next week. Mr. Le stated you informed us that Dr. Gallick and Ms. Ionta also recommended Dr. Patel. Mr. Vieira stated yes. Mrs. Zuena stated so we did have recommendation for him. Mr. Vieira stated yes. Mrs. Zuena stated this is the first time I'm hearing anything about him. Mr. Nufrio stated and rightfully so Mr. Monge wanted to know if there were any others. Mrs. Zuena stated is he an orthopedic doctor or a regular doctor. Mr. Vieira stated he is an orthopedic doctor.

#### POLICY COMMITTEE:

Mr. Arminio stated I defer to the Residency Committee.

#### RESIDENCY COMMITTEE:

Mrs. Zuena presented the Residency Committee agenda.

Mr. Nufrio stated Mr. Arminio, weren't we supposed to have a policy on transgender? Mr. Arminio stated not yet. I have it ready. Mr. Nufrio stated it is a work in progress. Mr. Arminio stated until people don't have any more questions.

#### APPROVAL OF BILLS:

Mr. Nufrio stated the bills will be approved for payment at the next meeting.

Mrs. Conti stated since we are talking about policy, I just wanted to ask about the status, I did submit a suicide policy prevention and intervention policy and I know my good friend Jill Hall was part of the committee where we did look at that a while ago to update any code changes that incorporated in that policy as well as some changes – I just was wondering what the status was. Mr. Nufrio stated Mr. Arminio just informed me that he never got anything. He is the chair of committee. Mrs. Cappiello stated it was given to the Superintendent's office. Mr. Nufrio stated to Mrs. Conti to forward it to Mr. Arminio and myself because we are the Policy Committee. Mrs. Conti stated I didn't know what the process was. Mr. Nufrio stated you sent it to Greg and that is perfectly fine. But to get anything moved on it, we certainly have to look at it. Is this based on changes from the State? Mrs. Conti stated there are co-changes so it is reflecting some clarifications and to make it more friendly for parents.



**UNFINISHED BUSINESS:**

Mr. Arminio stated I hope all Board members got the email about Relay for Life about the hours – if you have any questions you can ask me.

Secondly, there is a special program tomorrow and I mentioned it a while back – the Union Township Historical Society has teamed up with the Board of Education and the school system and we are giving presentations at each of the elementary schools starting tomorrow. So if you are free at 9:15 a.m. at Livingston School, we are going to have a one-man show – Doc Burkhardt, who went to Union High School, is a member of Actors Equity and he is going to be presenting himself as James Caldwell and to present to the students a little bit of history of Union and what James Caldwell did for Union or Connecticut Farms during the Revolutionary War and at the same time since he just finished his masters in guidance, he is going to be doing something with character-ed with the 4<sup>th</sup> graders and in some cases with the 3<sup>rd</sup> graders at the elementary schools. Tomorrow is Livingston School at 9:15 a.m. and at 1:30 p.m. at Hannah Caldwell. There will be a little slide show behind him and brochures that were printed up just for 4<sup>th</sup> graders. Next week I will tell you how it went and tell you what other schools and the dates for the other schools.

**NEW BUSINESS:**

Mr. Le stated this Saturday I will be going to the NJSBA Delegate Assembly where representatives of school boards throughout the State will vote on certain resolutions to influence and establish the NJSBA's policy stance on certain items. Mr. Arminio stated I think you sent those six resolutions a couple of weeks ago. Mr. Le stated I am just going to follow-up in the next coming days just to see where your stances are on these resolutions about the PARCC graduation requirements, to raise the dropout age to 18, budget cap and spending growth limitations, whether or not to exempt certain items that are mandated by the state, school choices, a stance against the Cadillac taxes that would affect the cost and growth rate of our benefits and then pension funding which would establish the NJSBA's stance to not have local school boards bear the burden on the pension funding. I will resend these six resolutions out and I would like to get a sense of where the majority is at so that I will form my vote which is basically a vote of the Board by this Saturday.

Mr. Nufrio stated I would like to thank Mr. Le. I am the Delegate but I cannot go this Saturday and I asked Mr. Le if he would kindly go because he is the Alternate Delegate. Thank you Mr. Le and certainly if you get that to us, we will get you some responses. Mr. Le stated I will send an email out tonight just summarizing each of the resolutions and you can say yes/no to each and then I will get a straw poll of where the majority lies.

**COMMENTS FROM THE PUBLIC:**

Jill Hall stated we have our continued events going on at Kawameeh – we had to postpone our balloon challenge last week because of the rain. It was rescheduled for today but Mr. Malanda thought it was too cold so we will be doing it tomorrow. On Friday night we have our dancing with the staff and lip-sync battle going on at Kawameeh at 7 p.m. and Doc is going to be there. As part of his internship for his Master's Degree, because he has been my intern for school counseling, I convinced him to be the MC. We have a lot of good things happening. A lot of teacher teams, the lip-synching is going really well and we are raising money for LoveOne46

which is our charity and the CEO will be attending. Tickets are \$5 and we are almost sold out and if you feel like throwing a couple of water balloons, we will be doing it during lunch hour 11:10 a.m. to 1:05 p.m.

Mr. Arminio stated I was going to buy balloons, not to throw, just to hand out to the individuals – they would take them wouldn't they. Mrs. Hall stated they would certainly.

Susan Lipstein stated thank you for having the grant recipients honored and it has never been done. These teachers have gone above and beyond and these grant applications can be intense. I hope you have a chance to chat with them and find out some things about their grants. I will not be there because I have another commitment for my job. I hope to see everybody on Wednesday at the reception – the 18<sup>th</sup> from 5 to 8 p.m. RSVP that you are coming and if you are not coming if you would like to make a donation that is o.k.

We have one more grant to give out – but we don't have the funds so we may not have the funds after the reception. We are really hoping that we will get that money in and be able to do that one other grant.

The other thing I wanted to mention that is not so pleasant which was posted on Tap into Union yesterday – the swah stickers that were on the property of Burnet Middle School and I thought a lot about this and there were some comments on FaceBook forum on it. I myself didn't know what do you do in this kind of situation – what does the community do and I took the liberty of calling experts on it. I am not sure if you are familiar with the Anti-Defamation League. They exist to stop defamation of Jewish people and everybody to have justice and fair treatment to all. They fight bigotry and defend democratic ideals and protect the rights for all. I spoke with the regional director and he said we don't know who did it – my first thought was that we should educate because there is a holocaust and we don't know if students did it; but it is still a hate symbol and it was photographed and it is on Tap into Union and I don't know how many people read that. It was posted on a FaceBook forum which has 6500 people. His suggestion was and I'm doing this because I don't know if anyone has done anything and I didn't have a chance to speak with Mr. Tatum – but he said that there should be a statement from community leaders probably the Superintendent or from the School Board and possibly the Mayor and Chief of Police that condemn the actions. It needs to be publicly condemned and that we recognize diversity and that this does not reflect our community. I don't think it does and that we celebrate our differences and that this is going to be looked into and it is disturbing and the police are going to investigate it and do everything they can. I'm hoping that you will do that and the Mayor will do that too because there are pictures of it already and it is not going to go away. We need to make a statement about it. The other thing he said people need to feel safe, safe going into the school and feel safe on school property. I feel in my heart I needed to bring this up.

Mr. Nufrio stated Mrs. Lipstein I just wanted you to know that my first call this morning was to Mr. Tatum and it was about 7:45 a.m. and the reason for calling was to catch him before he got here and I wanted to know what had been done and I then later spoke with Dr. Lishak and Mrs. Moses and rest assure that this is not something that we take lightly and as Board member and speaking for this entire Board none of us would ever view that as an acceptable form of art.

With the social network unfortunately, it has positives and this is one of those negatives; because once it is out there you can't bring it back. I think Mr. Tatum on his return, he and I will confer and if we need to speak with our Board attorney to see exactly how we should word something so that a strong message is sent – not just for the community but hopefully then the parents and Dr. Francis is my advocate for that because he always says it starts with the home and the message needs to be resoundingly emphasized at home by the parents. I would also like to see a message that also includes that. The first instructor is the mother and father and if things are done well and they continue to be done well, we just come along for the ride and emphasize and support what the parents do. Dr. Francis maybe you can also have some input on that as well because I know that you constantly and I agree with you wholeheartedly that it begins at home and hopefully it wasn't a student.

Mrs. Lipstein stated it is still school property and it is so upsetting and there are some teachers and maybe some Jewish children and you would feel very unsafe. The children probably saw it and parents saw it on Tap into Union – so it is not something that we got rid of it before anyone came in.

Mr. Nufrio stated I also want to suggest this – is that it was defacing school property as well. So if the culprit is apprehended, I would think that we should look to pursue charges for defacing school property as well. One step at a time.

Mrs. Lipstein stated I have lived in Union for 33 years and I don't recall and maybe it has happened but not where the picture is up there and it is out for the whole world to see.

Mr. Nufrio stated unfortunately we can never really predict what children are thinking and in my 40 years in this business, I still can't predict what they do.

Mr. Arminio stated next Monday night, May 16<sup>th</sup> – 6 p.m. – the Senior Awards if you want to attend and sit through it.

Dana Hazard (Chambers) stated I have lived in Union all my life. I would like to get information on the amount of suspensions that are being given out at the high school. Where would I get that information?

Dr. Lishak stated that information is available twice a year. It comes out through our EVVR and it is always six months behind and it gives you the general information. We can give you the information that is available but it will be six months behind and it is released from the State. Mrs. Hazard asked so I can get it for the two years prior? Thank you.

Mr. Nufrio stated I received an email from a parent whether our meetings could be attended by the public and of course I replied yes, both our meetings are public and anyone can attend. But I also noted that next week's meeting Tuesday is not going to be at the high school. We will be at Washington School auditorium at 7 p.m.

Mrs. Zuena stated I said to Mrs. Moses and Dr. Lishak that I believe to this day that notification has not gotten home to the parents of the high school about the Saturday class that

they are going to be attending and a reverse call needs to go to the families because none of parents are aware that their children need to go to school that day. Mr. Nufrio asked what is that day? Mrs. Zuena stated May 21<sup>st</sup> and because there wasn't that many days left in the school year to make up the day. Mr. Nufrio stated it really isn't optional. It is a date for make up for the day that we lost. This was the day that was determined by the Superintendent and approved by the Board. Students are expected to attend. I hope it doesn't cause any conflict with the parents that may be away and the children are with you but every effort should be made to have the children attend. We ran into a lot of scheduling rearranging and reorganizing and that was the best the Superintendent was able to bring to us for us to consider and we concurred. Hopefully it will not happen again and we did a schedule for next year that hopefully will prevent any reoccurrence of that.

I would like to publicly thank Mrs. Darby coming to the meet and greet day and unfortunately some of us have jobs and I don't and Mrs. Darby took time out of her schedule to come and meet the teachers that won the awards.

Dr. Lishak stated I just spoke with Mr. Lowery and he will send a reverse 911 tomorrow and then one each week up until the 21<sup>st</sup> and the last one being the 20<sup>th</sup> as a reminder.

Mrs. Moses stated we have two students from the middle school. The students stated they are here for a project for their social studies class.

#### MOTION FOR EXECUTIVE SESSION:

Moved by Mr. Salcedo, seconded by Mr. Le, that the Board go into Executive Session to discuss the following subject matters without the presence of the public in accordance with the provisions of N.J.S.A. 10:4-2(b) personnel matters. 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 interest 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. Arminio, Dr. Francis, Mr. Le, Mr. McDowell, Mrs. Regis-Darby, Mr. Salcedo, Mrs. Zuena, Mr. Nufrio

NAY: None

ABSTAIN: None

MOTION CARRIED

Mr. Vieira was excused from attending Executive Session.

The Board returned to public session at 9:25 p.m.

Moved by Mr. Arminio, seconded by Mr. Le that the following resolution be adopted:

**P-29. APPROVE SETTLEMENT AGREEMENT – PATOCK CONSTRUCTION COMPANY**

That the Board approve the Settlement Agreement and Release by and between Patock Construction Company and the Township of Union Board of Education, in accordance with the information appended to the minutes.

**DISCUSSION:**

None

**AYE:** Mr. Arminio, Dr. Francis, Mr. Le, Mr. McDowell, Mrs. Regis-Darby, Mr. Salcedo, Mrs. Zuena, Mr. Nufrio

**NAY:** None

**ABSTAIN:** None

**MOTION CARRIED**

Moved by Mr. Arminio, seconded by Mrs. Zuena that the following resolution be adopted:

**P-30. APPROVE APPOINTMENT OF ASSISTANT BUSINESS ADMINISTRATOR**

That the Board approve the appointment of Manuel E. Vieira as Assistant Business Administration for a term beginning July 1, 2016 and ending June 30, 2017;

**BE IT FURTHER RESOLVED** that the Board approves the Employment Contract between the Board and Mr. Vieira, and authorizes and directs the Board President to sign same on its behalf; and

**BE IT FURTHER RESOLVED** that the Board acknowledges and agrees that in the event it is determined in the future to abolish the position of Assistant School Business Administrator, Mr. Vieira shall have the right to assert all tenure and seniority rights in the position of School Business Administrator, in accordance with the information appended to the minutes.

**DISCUSSION:**

Mr. Nufrio stated it was thought that this needed to be approved by the County Superintendent and it does not need to be approved. I think everyone should know that and also the question was even though we have included the condition of ensuring his tenure that is still really not anything we would be canceling out anyway. Mr. Griggs stated it is in there by law but you can't do anything to it anyway.

**AYE:** Mr. Arminio, Dr. Francis, Mr. Le, Mr. McDowell, Mrs. Regis-Darby, Mr. Salcedo, Mrs. Zuena, Mr. Nufrio

**NAY:** None

**ABSTAIN:** None

**MOTION CARRIED**

**MOTION TO ADJOURN:**

There being no further business before the Board in public session it was moved by Mr. Le, seconded by Mr. Salcedo, that the meeting be adjourned at 9:30 p.m. All present voting YES. MOTION CARRIED

Respectfully submitted,

MANUEL E. VIEIRA  
INTERIM BOARD SECRETARY

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