

UNION TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES – October 18, 2016

NOTICE OF MEETING:

TO ALL BOARD OF EDUCATION MEMBERS:

The regular meeting of the Board of Education of the Township of Union was held on Tuesday, October 18, 2016 at 7:00 p.m. at the Union High School Library, 2350 North Third Street, Union, New Jersey pursuant to notice sent to each member.

Mr. Nufrio called the meeting to order at 7:10 p.m.

PRESENT AT ROLL CALL:

Mr. David Arminio, Dr. Guy Francis, Mr. Steven Le, Mr. Ron McDowell, Mr. Jeffrey Monge, Mr. Vito Nufrio, Mrs. Nellis Regis-Darby, Mrs. Nancy Zuena

ABSENT AT ROLL CALL:

Mr. Angel Salcedo

ADMINISTRATORS PRESENT:

Mr. Gregory Brennan, Mrs. Annie Moses, Mr. Gerry Benaquista, Mr. Gregory Brennan, Mrs. Kim Conti, Mrs. Ann Hart, Mrs. Sandra Paul, Mr. Barry Loessel

ALSO PRESENT:

Paul Griggs, Esq.

Mr. Nufrio stated Mr. Salcedo did inform me that he would not be attending this evening.

Mrs. Regis-Darby led the Board and audience members in the Pledge of Allegiance.

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

COMMENTS FROM THE PUBLIC:

Linda Lewis stated she is a member of the Vauxhall Historical Society. I have been a member to community based organizations. I have served in various capacities with the Township of Union, including being a member of this Board for nine years in which I also served as President. I am very well familiar with the relationship that this Board has with community organizations in terms of collaborative efforts and partnering with community-based organizations.

Mrs. Cappiello assisted me in distributing to you a copy of last year's program (information appended to minutes). You also have an excerpt of our by-laws. If you read it closely, you will see that the Historical Society has a dual issue of preservation and education.

The Society will identify, collect and preserve items that represent the memory, lifestyles, customs and history of current and past residents of the Vauxhall area of Union. The Society will educate through workshops, presentations, media displays, newsletters, etc. Through the educational component, the Society will encourage community interest and instill a sense of pride in the Vauxhall community.

We have held this program here for the past three years. This will be our fourth year at Jefferson School. The Board has always approved our fee waivers and never required us to have any Certificate of Insurance and I hope that relationship will continue.

In addition, we acknowledge residents of Union who have served in various branches of the service. We always ask for more information – we have a display of photographs of the residents that have given us photographs of their loved ones as well as of themselves. Our list continues to grow and this year we continue to add veterans to our list. Look over the information and appreciate what we do for this community. I really hope that you continue to support us in our efforts.

Mr. Nufrio stated at the worksession meeting questions were brought up with regards to Policy that the Board is guided by and we must always be aware that certain things were done in lieu of the Policy and I won't say violation of. Mrs. Lewis stated because the Board has discretion. Mr. Nufrio stated exactly, some discretion. I just wanted you to know I asked our Board Attorney to proceed with finding out as much as possible regarding this and we do have information for the Board and they have it in front of them as part of the packet that addresses this issue and as you can see the resolution is still on the agenda, I did not remove it. It is simply to explain to the Board members that did ask questions pertaining to what do we do with this and we will have to address it down the road and I'm sure after this meeting so that we can have something in place so that the Board can stand behind and it stands behind us. Mrs. Lewis stated and reflect the relationship that you have with us.

Mr. Nufrio stated I have attended the event several times, including Mr. Tatum and other Board members and we do appreciate that. This is not about the actual event or the sponsors of the event, it is about following regulations and to be certain that we are not crossing any lines. I think we have some sufficient data through Mr. Griggs research that hopefully the Board members will take into consideration. Mrs. Lewis stated thank you very much.

APPROVAL OF MINUTES:

Moved by Mr. Arminio, seconded by Mrs. Regis-Darby, that the following minutes be approved:

DISCUSSION:

None

August 16, 2016 – regular meeting, August 16, 2016 – executive session – 1 and 2; August 17, 2016 - planning session; August 29, 2016 – special meeting:

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

NAY: none

ABSTAIN: none

MOTION CARRIED

August 17, 2016 – executive session

AYE: Mr. Arminio, Mr. Le, Mr. McDowell, Mr. Monge, Mrs. Regis-Darby, Mrs. Zuena, Mr. Nufrio

NAY: none

ABSTAIN: Dr. Francis

MOTION CARRIED

COMMUNICATIONS:

LETTER FROM VAUXHALL HISTORICAL SOCIETY

Letter from Vauxhall Historical Society requesting waiver of Certificate of Insurance for Veterans Day program scheduled for November 5, 2016 at Jefferson Elementary School.

LETTER FROM FLORIO KENNY RVAL, LLP

LETTER FROM SCIARRILLO CORNELL MERLINO McKEEVER & OSBORNE, LLC

LETTER OF RESIGNATION – BARBER

Letter of resignation from Michael Barber, teacher assistant-Washington Elementary School, effective September 21, 2016.

REQUEST FOR MATERNITY AND UNPAID FMLA LEAVE – VOLTURO SPAGNOLA

Request for maternity leave and unpaid FMLA from Rose Volturo Spagnola, math teacher-Kawameeh Middle School from November 14, 2016 through March 6, 2017.

REQUEST FOR EXTENSION OF EXISTING MEDICAL LEAVE – STEEB

Request for extension of existing medical leave from Linda Steeb, math teacher-Kawameeh Middle School through December 23, 2016.

LETTER OF RESIGNATION – FERRO

Letter of resignation from Matthew Ferro, teacher assistant-Battle Hill Elementary School, effective October 6, 2016.

REQUEST FOR EXTENSION OF UNPAID FMLA LEAVE – HUNTER COVINO

Request for extension of unpaid FMLA leave from Lauren Hunter Covino-instructional paraprofessional, to October 14, 2016 with a return date of October 17, 2016.

LETTER OF RESIGNATION – BERRY

Letter of resignation from Rashida Berry, math teacher-Union High School, effective November 16, 2016 (subject to BOE approval; otherwise held through November 30, 2016).

LETTER OF RESIGNATION – ZACHEK

Letter of resignation from Diana Zachek, ESL teacher-Battle Hill Elementary School, effective November 25, 2016.

REQUEST FOR MATERNITY/UNPAID FMLA LEAVE – VALIA

Request for maternity/unpaid FMLA leave from Cindy Valia, kindergarten teacher-Livingston Elementary School, from November 1, 2016 to March 13, 2017.

REQUEST FOR MATERNITY/UNPAID FMLA – REGENYE

Request for maternity/unpaid FMLA leave from Heather Regenye, teacher at Burnet Middle School, from January 17, 2017 to May 1, 2017.

LETTER OF RESIGNATION-RETIREMENT – ROSSANO-PUFF

Letter of resignation, for the purpose of retirement, from Linda Rossano-Puff, teacher at Jefferson School, effective October 22, 2016.

REQUEST FOR UNPAID MEDICAL LEAVE – HERNANDEZ

Request for unpaid medical leave from Marionette Hernandez, transportation department, from September 27, 2016 to December 22, 2016 (tentative).

REQUEST FOR EXTENSION OF UNPAID FMLA – TUOHY

Request for extension of unpaid FMLA from Vanessa Tuohy, Department of Special Services-Union High School through November 30, 2016.

LETTER OF RESIGNATION-RETIREMENT – CUMMINGS

Letter of resignation, for the purpose of retirement, from Willa Cummings, Café Aide-Jefferson School, effective September 20, 2016.

SUPERINTENDENT'S REPORT:

Mr. Tatum stated tonight begins with the recognition of students at Hannah Caldwell Elementary School in Mrs. Janine DaSilva, Ms. Diana Cantone and Ms. Leslie Jenkins' classes, who had poems that were chosen for publication through Creative Communications. Hannah Caldwell also received the Spring 2016 Poetic Achievement Award and over 50% of their entries were accepted for publication. The purpose of this award was to "recognize schools with excellent language arts programs. I would like to take a moment to recognize Mrs. DiGiovanni. Congratulations to your building.

Mr. Benaquista presented certificates to the following students: Anaiah Ansah, Xavier Aro, Alannah Badalamenti, Derek Barber, Isabella Beaumont, Ashley Becke, Jenyne-Del Blake, Anastasia Bogutskaya, Joseph Brown, Savannah Cohen-Calloway, Taylor Demas, Cristina DeSousa, Ogechukwu Ekeh, Adriana Ferreira, Michael Giaimo, Aviel Hernandez, Isabelle

Lopes, Joshua Moore, Katelyn Navoa, Karaamour Orleans, Manuel Sardinias, Gianna Sirico, Lucas Suarez, Kyle Van Beek

Mr. Nufrio stated this endeavor was strictly Hannah Caldwell and I just spoke with Mr. Tatum because as a lover a literature and poetry, I would love to see this become a Districtwide event in the elementary schools.

Mr. DiGiovanni stated that all students autographed the book and it will be in our library. The print department also did this endeavor through the parallels of reading through many of their drawings and poetry so we did a cross curriculum as to writing, literature and visual arts.

Mr. Tatum stated these are the programs that we are really trying to highlight in the District. Some of these positive activities take place in the Union Township Public Schools and this is really what our District is all about and you are going to see more and more of this. You will see one of our teachers taking pictures of this event you will be seeing these pictures when we get another publication about our District. I look forward to seeing more and more good things about Union Public Schools.

For the month of September student attendance was 97.1% and staff attendance was 96.5%.

Violence and Vandalism 2015-2016 Report Period 2

Section A: Count of Incidents by Reporting Category	
Violence	37
Vandalism	6
Weapons	2
Substance Abuse	11
HIB	11
Unduplicated Total	66
Section B: Cost of Vandalism	
Incidents involving cost to District	0
Section C: Actions Taken	
Police notified (no complaints)	6
Police notified (complaint filed)	2
In-School Suspension	0
Out-of-School Suspension	92
Expulsion, Unilateral Removals, Removals by ALJ	0
Section D: Offenders and Victims	
Student Offenders	100
Student Victims	16
School Personnel Victims	4
Student Victims of Violent Criminal Offense	0
Section E: Program Provided upon Disciplinary Action	
Assignments, Educational Programs,	84

Instruction and/or Support Services	
In-District Programs	0
Home Assignment, Home Instruction	68
Out-of-District Program	0

I would like to announce that the way the PARCC performance results have been recorded this year is a little different than last year. The good news is that our District is showing improvement. We do recognize that there are some areas at the high school level that we need additional support. We are remediating those programs and those issues.

PARCC Performance Levels – Level 1 – not yet meeting grade-level expectations; Level 2 – partially meeting grade-level expectations; Level 3 – approaching grade-level expectations; Level 4 – meeting grade-level expectations and Level 5 – exceeding grade-level expectations.

English Language Arts/Literacy Average Overall Score for the District, State and Cross-State. For grade levels 3, 4 and 5 – we are either above or just below State level and above Cross-State. For grade levels 6, 7 and 8 – we are below State level but higher than Cross-State. For grade levels 10 and 11 – we have partial proficiency and those areas we have developed some programs to address those areas for grade level 9 we are doing fine.

Mathematics Average Overall Score for the District, State and Cross-State. Our District is either exceeding Cross-State and meeting the expectations of our State and in grade 5 we have some additional support needed but we are approaching the target. Grade 8 requires more support and that is one of the areas that we have identified that additional support is needed. In terms of Algebra I, Algebra II and Geometry – once again we are right up there in Algebra with the State average and as well as exceeding the districts across the nation. We are a little below in Geometry in State and Cross-State. We need additional support. That was last school year.

This school year what we are looking at is a breakdown by grade level. This report will be posted on the District website for those of you who want to take a closer look at the testing results.

What we are doing here is comparing all of the grade levels that we talked about from 2015 to 2016. It could appear to be ambiguous the way these scores are reported but basically under Level 1 and Level 2 – you want to see a reduction in those numbers and Levels 3, 4 and 5 – you want to see an increase in those numbers. Overall the District is making progress in the direction of moving forward.

Another factor that comes into play when you talk about student achievement and testing results is when we look at the 2015 – 580 students more took the English Literacy test than they did in the previous year. In the first year there was a number of students that opted out and those students have now taken the test and we are working diligently to provide the support that is needed. In mathematics 552 more students took the test.

The questions that guide the data reflection of the PARCC:

How will we use PARCC to identify strengths and gaps that exist in our curriculum and instruction? Many of the things that we talked about are things that the Board heard about in other meetings and certainly some of the things that we have talked about in our Action Plan.

Administrators, Supervisors and Teachers are looking at this data, along with other district grade level data to determine trends, patterns and student misconceptions – potential areas of strength and weakness will be identified.

Use the data to improve curriculum and instruction: align curriculum and instructional practices to the standards and better scaffold student learning throughout students' educational career.

How will we use PARCC data as a tool to address areas in need of improvement or enhancement? Provide professional development for teachers in mathematics and language arts; identify areas of the curriculum that might need examination.

We will use PARCC data along with district level data to guide the allocation and alignment of resources (i.e. facilities, technology, human resources, scheduling, professional development, etc.). We talked about the one-to-one computer program that we are trying to put in place in Union High School. The change of use of facilities have been a huge issue that we have come across this year and help facilitate the needs of our students.

How can we provide additional resources and support for our educators to meet the learning needs of all of our students? We have allocated collaborative team meetings with district administrators; reflect on professional practices as it relates to curriculum and instruction.

Each school has allocated Professional Development Community (PLC) time for teachers to look at PARCC data; instructional planning, student learning objectives, learning activities/experiences, vertical and horizontal formative and summative assessments and overall school culture.

Provide parent workshops; partnership in education; encouraging student learning by providing opportunities and support needed for student success.

Resources for parents if they need support or want to find independent resources to work with their children at home: Information on the new 2015-16 PARCC Student Reports: www.state.nj.us/education/assessment/parcc/scores/ and understanding the student score reports (with translations): www.undertandthescore.org/. PARCC performance results for the 2015-2016 School Year are appended to the minutes.

The last item for my presentation is District public relations. As you just saw a few moments ago we had a group of students come before us and they were recognized for their achievements and last month you saw another young man who was here because he represented our middle schools in a conference.

One of the things that we talk about constantly in this District are the many good things that go on but we don't really have a good word out in the community and we are not publicizing all the good things that go on here. In an effort to combat some of those concerns, a committee of teachers and myself have been formulated to develop a public relations program and what I would like to do is take a few moments to summarize what this program is all about. This was a presentation that I was going to make before the Board last week but because of my absence I was not able to get to it. This is important since this is one of our districtwide goals.

General Objectives – to build public understanding and support; increase positive public perception; improvement organizational performance in communication and community relations.

How do we create a positive change? Union's 3 P's of publicity: positivity, professionalism, and perception.

I have always been a believer of being conscience of external forces because people have a perception of what they believe goes on but sometimes those perceptions don't match reality and I think the time has come for us to start to bring reality so not only see that there are good things going on but perhaps some of the perceptions will change.

Positivity – increase the number of positive stories provided to our community through: social media; local newspapers, district website, newsletters, video packages, programs in schools, mobile apps and emails blasts. For the Board members there is a packet that you have in front of you and these are all the recent publications that this committee has put together and it involves a number of the activities that are going on within our schools. This publication will be coming out on a monthly basis and will be posted on our website as well.

Positive qualities of our schools for students, staff and everyone connected with our District. The positivity's that are going on in our schools are: college acceptances, award winning theater department, U-Success program, nationally rated marching band, award winning JROTC, sports, charity work, volunteering, students of the month, college nights, reading challenges, PTA events, community involvement, competitions, contests, gifted and talented, national recognitions, week of respect and veteran support.

Positivity at work – What's New with U" – which is the name of the District's newsletter that focuses on sending quick messages to parents and staff. Social media – a Facebook page is created to help spread the word about positive things going on around the District. Online/print publications – features in local media both in print and online. There are additional websites available and part of publications which is Tap Into Union, NJ.com, Suburban News, the Union Leader and others and we will work along with them.

Professionalism – basic forms of communication: Internal relations – interactions with visitors, building appearances, response time to phone calls and emails, and office interactions are all things that are topics of discussion.

Perception – we are looking for ways to strengthen community relations by: creating and maintaining a meaningful and beneficial relationship between the school district and local businesses; strengthen our communications channel; engage in honest and open discussion about the responsibilities of the district and local business as it pertains to community relations.

Our audience – parents, staff, local businesses, religious organizations, colleges and universities, students, sports leagues and local government.

Upcoming events – Channel 34 TV Program – Around the U: Segments include: Superintendent Spotlight – Superintendent is welcomed to each school where selected students will give him a tour of the school and sit down for a Q&A. I have already had an opportunity to see some of the questions that some of the students have prepared and they get very invasive and you will be able to see them when they televise the program.

Creative Classrooms – featuring different classrooms around the district and focusing on the lessons and outcomes of these “creative classes”. Also feature interviews with teachers and students – scheduled to be filmed.

Administrative Roundtable – featured administrators are interviewed about several topics pertaining to district improvement.

District Highlights – coverage of events and activities within our district.

Mrs. Moses, Assistant Superintendent, word of advice – closing of show with words of advice from Mrs. Moses each time we film. Those words of wisdom will be deep philosophical based in which she will bestow on all of us. Recent publication and public relations presentation appended to minutes.

Student Recognition

Joseph Laurino Grade 12 at UHS – Winner of NJACT Perry Award

Christopher Erdman Grade 11 at UHS - 2nd Place Union's Got Talent 2016

Upcoming Events

Tomorrow is the District's Unity Day. Please wear orange in honor of this event.

Next District Planning Committee Meeting will be on Wednesday, October 25th at 6:30pm at the Hamilton Building. We will be taking a look at the future years of Hamilton School and those areas that our planning committee may be desirable to use that building for other purposes.

There will be presentations this year by District Supervisors. Like we did last year, we had the principals and this year we will have our District Supervisors talk about the curriculum and how we are going to move forward with our District test results and our curriculum instruction.

November – we will have language arts and mathematics at the secondary level – Ms. Moran and Ciccone.

December – we will have guidance and secondary special services – Ms. Ahern and Mr. Seugling.

January – art and music supervisors – Mr. Rago

February – elementary supervisors - Mrs. Corbett and Mr. Matthews – they will talk about the curriculum for the elementary programs that they supervise.

March – two more elementary presentations – language arts and special services – Mr. Barretti and Ms. Baskerville.

April – secondary social studies and science – Mrs. Galante and Mrs. Corbett.

May – Ms. Lorenzo with ESL and career ed.

Alpha Delta Kappa is here tonight so Mrs. Frazier please come forward. There is a recognition that is given by our Board President. Mr. Nufrio asked Mr. Arminio to read the proclamation.

Mr. Arminio stated the ADK sorority of the teachers in Union do a lot of great things and it is a service organization and they serve the community all year long. The proclamation for the International Alpha Delta Kappa Month to be October 2016 was read by Mr. Arminio and presented to Mrs. Frazier and same is appended to the minutes.

Mr. Nufrio stated as usual Mr. Arminio does a great job reading. There is one other item that I would like to present – the Board this evening will have to address the issue of changing the worksession meeting in November it is unfortunately on Election Day. With that, we will have to approve a change of that date to Monday, November 7, 2016.

EDUCATION/STUDENT DISCIPLINE COMMITTEE RESOLUTIONS:

Moved by Mr. McDowell, seconded by Mrs. Regis-Darby, that the following resolutions be adopted:

E-1. AFFIRM SUPERINTENDENT'S RESOLUTION – HIB

That the Board affirm the Superintendent's resolution of Harassment, Intimidation and Bullying (HIB) conclusions for the period September 1, 2016 to September 30, 2016, in accordance with the information appended to the minutes.

E-2. APPROVE 2016-2017 SCHOOL NURSING SERVICE PLAN

That the Board approve the 2016-2017 School Nursing Service Plan, in accordance with the information appended to the minutes.

E-3. APPROVE CURRICULUM GUIDE

That the Board approve the following Curriculum Guide(s) – 2016, in accordance with the information appended to the minutes:

1. Mathematics Grade 3 Curricular Framework – Units 1 and 2

E-4. PROCLAIM OCTOBER 2016 AS INTERNATIONAL ALPHA DELTA KAPPA MONTH

That the Board proclaim the month of October 2016 as International Alpha Delta Kappa Month, in accordance with the information appended to the minutes.

E-5. ACCEPT VANDALISM AND VIOLENCE REPORT – 2015-2016 SCHOOL YEAR

That the Board accept the Vandalism and Violence Report for the 2015-2016 school year, in accordance with the information appended to the minutes. (The Superintendent will present results of this report during the Superintendent’s Report at the regular meeting on October 18, 2016.)

E-6. APPROVE MORRIS-UNION JOINTURE COMMISSION TRANSPORTATION CONTRACT

That the Board approve the Morris-Union Jointure Commission 2016 extended year and 2016-2017 regular school year transportation contract, in accordance with the information appended to the minutes.

E-7. APPROVE LIST OF MOVIES – JEFFERSON SCHOOL

That the Board approve list of movies to be shown to Jefferson School students, in accordance with the information appended to the minutes.

E-8. APPROVE THE ARC OF NEW JERSEY – PLANS FOR LIFE CLUB

That the Board approve The Arc of New Jersey to provide Plans for Life Club (MAPs) which includes engaging students in learning about the world of employment, including career exploration, job search strategies, the application and interview process, pre-employment and orientation at no cost to the District, in accordance with the information appended to the minutes.

DISCUSSION:

None

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

NAY: none

ABSTAIN: none

MOTION CARRIED

FISCAL AND PLANNING COMMITTEE RESOLUTIONS:

Moved by Mr. Monge, seconded by Mr. Le, that the following resolutions be adopted:

F-1. ACCEPT TREASURER'S REPORT

That the Treasurer's Report dated September 30, 2016 be accepted.

F-2. ACCEPT SECRETARY'S REPORT

That the Secretary's Report dated September 30, 2016 be accepted.

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

Pursuant to N.J.A.C. 6A:23-2.11(a), I certify that as of September 30, 2016 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district Board of education pursuant to N.J.S.A. 18A:22-8 and 18:22-8.1.

/s/ Gregory E. Brennan

Gregory E. Brennan, Board Secretary

Dated

Pursuant to N.J.A.C.6A:23-2.2(h), we certify that as of September 30, 2016 after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials that to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.2(d)3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. This certification is solely based on the information provided by the School Business Administrator and Interim Board Secretary and is assumed by the Board to be correct.

F-4. APPROVE APPROPRIATION TRANSFERS

That the Board approve appropriation transfers in accordance with the information appended to the minutes.

F-5. APPROVE LIST OF CONTRACTS AND/OR PURCHASE ORDERS

That the Board approve the attached list of contracts and/or purchase orders pursuant to the requirements of N.J.S.A. 18A:18A-5 (bid exceptions to requirement for advertising) and 18A:18A-10(a) (purchase through State agency; procedure), in accordance with the information appended to the minutes.

F-6. APPROVE DISTRICT WIDE TRAVEL AND RELATED EXPENSES

That the Board approve district wide 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 and in accordance with the information appended to the minutes.

F-7. PRE-APPROVE DISTRICTWIDE STUDENT FIELD TRIP DESTINATIONS AND PURPOSES

That the Board pre-approve districtwide student field trip destinations and purposes pursuant to N.J.A.C. 6A:23A-5.8 in accordance with the information appended to the minutes.

F-8. APPROVE AMENDED LIST OF 2016-2017 STATE CONTRACT VENDORS

That the Board approve the amended list of the 2016-2017 State Contract Vendors pursuant to N.J.S.A. 18A:18A-10(a) (purchase through State agency; procedure) to facilitate schools' purchasing, in accordance with the information appended to the minutes.

F-9. APPROVE LIST OF CONTRACTS AND/OR PURCHASES

That the Board approve the attached list of contracts and/or purchases pursuant to the requirements of N.J.S.A. 18A:18A-5(21) (paid by funds raised by or collected by students), in accordance with the information appended to the minutes:

School	Account/Department	Vendor/description	Amount
Union High School	UHSPAC	Audio Incorporated – main audio rental package for Footloose: The Musical	\$4,075.00
Union High School	Cosmetology	Burmax – 2016-2017 cosmetology student kits	\$3,300.92
Kawameeh	Principal	Forest Lodge – 1 st deposit for 8 th grade trip	\$1,600.00
Kawameeh	#19/Principal	Forest Lodge – 2 nd deposit for 8 th grade trip	\$1,600.00
Kawameeh	#19/Principal	Forest Lodge – remainder due for 8 th grade trip	\$7,500.00
Kawameeh	Library	Scholastic – annual book fair (9/20-9/23/2016)	\$3,000.00

F-10. APPROVE AMENDED 2016-2017 OUT-OF-DISTRICT STUDENT PLACEMENT LIST

That approval be given to amend the 2016-2017 out-of-district student placement list, in accordance with the information appended to the minutes.

F-11. APPROVE COMPREHENSIVE MAINTENANCE REPORT

That the Board approve the Comprehensive Maintenance Plan Report (actual FY16, budgeted FY17 and Planned FY18), in accordance with the information appended to the minutes.

F-12. APPROVE ANNUAL MAINTENANCE BUDGET AMOUNT WORKSHEET (FORM M-1)

That the Board approve the Annual Maintenance Budget Amount Worksheet (Form M-1) pursuant to N.J.A.C. 6A:26A, in accordance with the information appended to the minutes.

F-13. APPROVE ACCEPTANCE OF FY17 ESEA-NCLB ALLOCATIONS

That the Board approve the acceptance of the FY17 ESEA-NCLB allocations from the New Jersey Department of Education – (a) Title I-A: \$971,292, (b) Title IIA: \$168,331, (c) Title III: \$62,832, (d) Title III-Immigrant: \$16,399 for a total of \$1,218,854.

F-14. APPROVE SCHOOL BASED APPLICATIONS TO PLAY UNIFIED 2016-2017 GRANT

That the Board approve the school based applications to the Play Unified 2016-2017 Grant, Special Olympics for the following schools: (a) Union High School, (b) Burnet Middle School, (c) Kawameeh Middle School, (d) Jefferson Elementary School, in accordance with the non-public information appended to the minutes.

F-15. APPROVE ACCEPTANCE OF UNION COUNTY NEW JERSEY CHILD ASSAULT PREVENTION GRANT

That the Board approve the Acceptance of the Union County New Jersey Child Assault Prevention (NJ CAP) 2016-2017 Grant – Elementary, Teen and Special Needs – with modifications to the original grant proposal, in accordance with the information appended to the minutes.

F-16. APPROVE INCREASE TO P.O. #17-01817 – FIRST CHILDREN, LLC

That the Board approve an increase to P.O. #17-01817 with First Children, LLC to provide behavior consultation services to District students and staff for the 2016-2017 school year from \$10,800.00 to \$30,800.00 to meet the District’s needs

F-17. Reserved. Item removed from agenda (donation to UHS Music Department).

F-18. *For informational purposes only – vote not required.* List of legal services for the 2016-2017 school year, in accordance with the information appended to the minutes.

DISCUSSION:

None

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

NAY: none

ABSTAIN: none

MOTION CARRIED

OPERATIONS COMMITTEE RESOLUTIONS:

Moved by Mrs. Zuena, seconded by Mr. Monge, that the following resolutions be adopted:

O-1. APPROVE SECURITY DRILL AND BUS EVACUATION REPORTS

That the Board, pursuant to N.J.S.A. 18A:41-1 and P.L. 2009, Chapter 178, approve the following security drill and bus evacuation reports for the 2016-2017 school year, in accordance with the information appended to the minutes.

O-2. APPROVE TWO (2) APPLICATIONS FOR CHANGE OF USE OF EDUCATION SPACE – UNION HIGH SCHOOL

That the Board approve the two (2) Application for Change of Use of Educational Space for 2016-2017 School Year for Union High School, in accordance with the information appended to the minutes.

O-3. APPROVE DISPOSAL OF TEXTBOOKS

That the Board approve disposal of textbooks, in accordance with the information appended to the minutes. All textbooks under 10 years old will be listed on the textbook sharing website.

O-4. APPROVE EXECUTION OF AGREEMENT WITH MORRIS COUNTY COOPERATIVE PRICING COUNCIL – RENEW MEMBERSHIP

That the Board approve the execution of an Agreement with the Morris County Cooperative Pricing Council to renew membership therein for the period of October 1, 2016 through September 30, 2021, in accordance with the information appended to the minutes.

O-5. APPROVE DONATION OF NOVELS – UNION HIGH SCHOOL

That the Board approve donation of novels to Union High School, in accordance with the information appended to the minutes.

O-6. APPROVE ENTERING INTO CONTRACT – WILLIS OF NEW JERSEY

That the Board approve entering into a contract with Willis of New Jersey, Inc. (Willis Towers Watson), for the period retroactive to October 1, 2016 through September 30, 2017, to provide health and dental brokerage services for the reasons that the Board of Education will realize a substantial savings in the cost of health and dental brokerage services and will receive beneficial services and deliverables.

O-7. APPROVE REQUEST FROM VAUXHALL HISTORICAL SOCIETY – JEFFERSON SCHOOL

That the Board approve request from Vauxhall Historical Society to use Jefferson Elementary School gym for the Veteran's Day Program – November 5, 2016 from 10 a.m. to 2 p.m.

O-8. APPROVE CDI LLC TO PROVIDE WI-FI ACCESS

That the Board approve a contract between CDI LLC and the Township of Union Board of Education to provide wi-fi access for one-to-one project in UHS for a 3-year period, in accordance with the information appended to the minutes.

O-9. APPROVE CHANGING DATE OF WORKSESSION MEETING

That the Board approve changing the date of the worksession meeting of Tuesday, November 8, 2016 to Monday, November 7, 2016 at 7:00 p.m., James Caulfield Administration Building, 2369 Morris Avenue, Union, New Jersey.

DISCUSSION:

Mr. Arminio stated O-7 – approve the request of the Vauxhall Historical Society to use Jefferson School. I have gone to that program for the last three years and it is a wonderful program and it is something that we need more of in our community. Mr. Nufrio stated I can only echo that and as I stated earlier, there are various organizations in our great Town that do perform wonderful community service for everyone. I personally am happy to review this as we did and affirm what we need to affirm.

Mr. Monge stated I also want to echo what you are saying but unfortunately, the discussion came up about something that was totally unrelated to the program, the organization and it is basically something that we need to obviously do our due diligence to make sure we are doing the right thing. It had nothing to do with the organization. You do great work. I just wanted to make sure that you understand that.

On O-8 I just want to acknowledge Ms. Paul for the work that she did on this and to try to identify the best group possible to provide the wi-fi access for the high school in the one-to-one project. It is a major undertaking. It is just a sentence here but all the information she had and all the work she had behind that so that is something that needs to be acknowledged.

Mr. Nufrio stated Mrs. Paul made a presentation to us last week at the worksession meeting and I felt that the Fiscal Committee, as well as Operations, Mrs. Zuena rose to the occasion as usual to respond to my request to sit with Mrs. Paul and review all the information and Mr. Le was involved with that as well. Thank you to the three Board members for taking the time to discuss this further with Mrs. Paul and we wish ourselves good luck.

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

NAY: none

ABSTAIN: none

MOTION CARRIED

PERSONNEL COMMITTEE RESOLUTIONS:

Mr. Arminio asked to break these resolutions into sections and vote on them separately. In P-1 there are three sections and one section is transfers. Mr. Tatum for the benefit of the Board members and the public, simply go over the basis for those transfers. Mr. Tatum stated the basis for any transfer is only in the interest of the students in the District and to attend to the needs of the children. I will say that I took a look at the recommendations of the transfers and there were some modifications done to that list today and the remainder of the transfers, I am recommending and at this time I am going to defer to Mr. Benaquista, Assistant Superintendent and Personnel Administration to give us a little more detail on the need for those transfers.

Mr. Benaquista stated the needs for the transfer and I can't go into too much detail but it is all based on student needs. Mr. Monge asked can we ask questions. Mr. Nufrio stated we have to be cautious because these are personnel issues. I just want to reiterate that personnel matters always fall under the auspices and total governance of the Superintendent. We as a Board simply can vote yes, no or otherwise. As such, when there is a recommendation made, unless there is an absolute flagrant reason or possibly wrongful in nature, we simply make the move and we go by the recommendation because the Superintendent is given that authority by the State. We simply have a limited authority as to how we respond to those recommendations. Additionally, when it comes to personnel matters, the forum of the Board meetings is not the form for discussion about individuals because that would be an ethical violation and certainly we can't even approach that. Just going back, the Superintendent has the authority given by the State, we certainly have to respect that and we have to respect that in the sense that we rely on his judgement as well as he relies on the judgment of his staff.

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

P-1. PERSONNEL ACTIONS:

That the Board approve Personnel Actions, in accordance with the information appended to the minutes.

DISCUSSION:

None.

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

NAY: none

ABSTAIN: none

MOTION CARRIED

Mr. Arminio stated I will would like to move P-2, P-3 and P-4. If the Board members would look at P-3 – under resignations, the last name Felice Pagnotta, we are removing that name from the resignation list. Mr. Nufrio asked is this by the Superintendent’s recommendation. Mr. Arminio stated yes.

Moved by Mr. Arminio, seconded by Mr. Monge, that the following resolutions be adopted:

P-2. AMEND SUBSTITUTE LISTS

That the Board amend Substitute Lists for the 2016-2017 school year in accordance with the information appended to the non-public minutes.

P-3. ACCEPT LETTERS OF RESIGNATION/RETIREMENT

That the Board accept letters of resignation/retirement from the following staff:

Resignations

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Reason</u>	<u>Notes/ Corrections</u>
Berry, Rashida	Teacher-Math	UHS	11/30/2016	Resignation	Request for 11/16/16 if it can be accommodated. If not 11/30/16.
Barber, Michael	Teacher’s Assistant	Wash	9/21/2016	Resignation	
Ferro, Matthew	Teacher’s Assistant	Battle Hill	10/6/2016	Resignation	Letter reflects 10/5/16 this was the last day worked.
Zachek, Diana	Teacher-ESL	Battle Hill	11/25/2016	Resignation	Letter reflects on or before 11/25/16.

Retirements

Name	Position	Location	Effective Date: (Noted on letter)	Reason	Date of Hire Not including leave of absences.	Attendance to BOE meeting
Cummings, Wilma	Café Aide P/T	Jeff	9/22/2016	Retirement	9/1/2000	TBD
Rossano-Puff Linda	Teacher-Resource In Class	Jeff	10/22/2016	Retirement	9/1/2000	TBD

P-4. APPROVE LEAVES

That the Board approve leaves for the following staff:

Leave of Absences

Name	Position	Location	Leave Dates	Leave Type Regarding updated info only.	Notes/ Corrections
Hernandez, Marionette	Transportation P/T	Transport.	9/27/16-12/22/16	Unpaid Medical Leave	Non FMLA P/T Employee Tentative End date.
Regenye, Heather	School Counselor	BMS	1/17/2017-5/1/2017	Paid Maternity and Unpaid FMLA/NJFLA	
Steeb, Linda	Teacher-Mathematics	KMS	9/1/2016-12/23/2016	Paid Medical and Unpaid FMLA	
Volturo Spagnola, Rose	Teacher-Mathematics	KMS	11/14/2016-3/6/2017	Paid Maternity and Unpaid FMLA/NJFLA	
Tuohy, Vanessa	School Social Worker	UHS	10/19/16-11/30/16	Unpaid FMLA/NJFLA Extension now through 11/30/16. Org. dates of leave 9/1/16-10/19/16.	

Valia, Cindy	Teacher-Kindergarten	Livingston	11/1/16-3/13/17	Paid Maternity and Unpaid FMLA/NJFLA	
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DISCUSSION:

Dr. Francis asked is that person no longer resigning. Mr. Tatum stated I asked that we table that resignation until the appropriate procedures can be undertaken through my office. I need some time to take a look at information that came my way and I asked that this be tabled until further notice. Mr. Nufrio asked could this be for the request was for the 21st if it could be accommodated or not. Mr. Tatum stated I'm addressing a couple of issues and that is one.

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

NAY: none

ABSTAIN: none

MOTION CARRIED

Mr. Nufrio stated we wish the retirees all the best in their future and thank you for your service to the District.

Mr. Arminio stated he would like to move P-5 to P-11 and to point out in P-11, it is an approval of a job description for the position of Student Assistant Coordinator. This is just an approval of the job description .

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

P-5. APPOINT AFFIRMATIVE ACTION OFFICER FOR AWARDING CONTRACTS – BRENNAN

That the Board appoint Gregory E. Brennan as Affirmative Action Officer for awarding contracts for the 2016-2017 school year under P.L. 1975, c.127, at no cost to the District.

P-6. APPOINT CUSTODIAN OF SCHOOL RECORDS – BRENNAN

That the Board appoint Gregory E. Brennan as Custodian of School Records for the 2016-2017 school year, at no cost to the District.

P-7. APPROVE CERTIFIED TEACHERS EMPLOYED THROUGH EDUCATION INC.

That the Board approve certified teachers employed through Education Inc., 2 Main Street, Unit 2, Plymouth, Massachusetts to provide bedside instruction for District students on an "as needed" basis for the school year 2016-2017 in the amount not to exceed \$8,000, in accordance with the information appended to the minutes (7693-11-150-100-320-01-19).

P-8. APPROVE THE STAFF TO ATTEND SYMPOSIUM SUBCOMMITTEE MEETINGS

That the Board approve the following staff to attend the Autism Symposium Subcommittee meetings to be held on October 26, 2016 and March 15, 2017 at the Morris Union Jointure Commission in New Providence, New Jersey: (a) Brian Kaufman, (b) Daniel Seugling,

(c) Darlene Garran, (d) Sharon Homich, (e) Nicole Schecter, (f) Jennifer Russo, (g) Peter Klein. Staff attendance to these meetings will result in no cost to the District. Staff will return to their assigned schools at the conclusion of the meetings.

P-9. APPROVE PLATT PSYCHIATRIC ASSOCIATES

That the Board approve Platt Psychiatric Associates, 904 B2-908 A2 Pompton Avenue, Cedar Grove, New Jersey to provide basic student psychiatric consultations, risk assessments, immediate emergency evaluations, conferences with attorney and/or cancellations with less than 48 hours or cancellations with less than 2 hours for the 2016-2017 school year not to exceed \$8,850.00 (11-000-219-320-01-19), in accordance with the information appended to the minutes.

P-10. AUTHORIZE WITHDRAWAL OF UNFAIR PRACTICE CHARGE

That the Board authorize the withdrawal of Unfair Practice Charge (Docket No. CE-2016-013) filed with the Public Employment Relations Commission regarding the Township of Union Association of School Administrators.

P-11. APPROVE JOB DESCRIPTION – STUDENT ASSISTANCE COORDINATOR

That the Board approve the Job Description for the position of Student Assistance Coordinator (SAC), in accordance with the information appended to the minutes.

DISCUSSION:

Mr. Nufrio asked P-11 – is this the job description that was formatted by the State or did we make any changes? Mr. Benaquista stated it started by being formatted by the State and when we in turn looked at it, there were other things that we needed based on the whole job description and the State. Mr. Nufrio asked are we comfortable with those additions? Mr. Benaquista stated yes – it was stuff that wasn't in there but they still are doing within the position. The State one was a general one and the little bit that was added by utilizing the old job description – still pertains to that position. Mr. Nufrio asked Mr. Tatum are you comfortable with approving this job description? Mr. Tatum stated sure. Those issues are certainly a part of the scope of responsibilities – if we are doing something out of the scope of responsibilities then I would take issue of approving it but I know that there are certain guidelines that we can't go above and I know we have had situations where we discussed it and I think that was your concern. Mr. Nufrio stated my concern was with the past administration and certainly not with Mr. Tatum. Serious questions pertaining to the job and the duties of a SAC but that is all that I need to hear that you are comfortable with it and we are not asking them to do windows or floors because that wouldn't be in the realm of their job description.

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

NAY: none

ABSTAIN: none

MOTION CARRIED

POLICY COMMITTEE:

Mr. Arminio stated this is not a policy it is a regulation that follows the policy of job posting/interview process and there have been some minor changes and an updating of the regulation. Mr. Nufrio asked Mr. Griggs, would this require two readings? Or may we vote on

this tonight. Mr. Griggs stated it would be two readings like you normally do. Mr. Nufrio stated so we can't vote on this tonight. Mr. Griggs stated normally you don't vote on the first reading. Mr. Nufrio stated only because there really wasn't any real change other than very minor change in what was already in place. Mr. Griggs stated you can waive the first reading and vote on it tonight but you have to waive first reading to do that. You can vote on it but you have to waive first reading. You waive the first reading and approve the Regulation 4111.A. Mr. Nufrio stated I will leave that up to the chair of the Policy Committee.

Mr. McDowell stated in this regulation we have a reference of CSA – Chief School Administrator, I think we need to add “Chief School Administrator”.

Moved by Mr. Arminio, seconded by Mr. Monge, that the Board waive first reading and adopt the following updated regulation:

POL-1.REGULATION 4111.A – JOB POSTING/INTERVIEW PROCESS (UPDATED)

That the Board approve Regulation 4111.A – Job Posting/Interview Process (updated), in accordance with the information appended to the minutes.

DISCUSSION:

None.

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

NAY: none

ABSTAIN: none

MOTION CARRIED

RESIDENCY COMMITTEE RESOLUTIONS:

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

R-1. APPROVAL TO AMEND LIST OF STUDENTS REMOVED FROM ROLLS

That approval be given to amend the list of students removed from the rolls [one (1) students exited from September 1st through September 30, 2016 (1 from elementary, 0 from secondary and 0 from high school) or a total of eighteen (18) students for the 2016-2017 school year] who are not domiciled in this school district and one (1) student(s) who will be allowed to complete the 2016-2017 school year, in accordance with the information appended to the non-public minutes.

DISCUSSION:

None

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

NAY: none

ABSTAIN: none

MOTION CARRIED

APPROVAL OF BILLS:

Moved by Mr. Monge, seconded by Mr. Le, that the Board concur with the bills listed in the permanent bound register appended to the minutes and be ordered for payment.

DISCUSSION:

None

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

NAY: none

ABSTAIN: none

MOTION CARRIED

UNFINISHED BUSINESS/NEW BUSINESS:

Mr. Monge stated when we talked about this before with Mr. Brennan in our Finance Committee meeting about updating the fiscal calendar and I think we need to approve that and we talked about doing these workshops before and I don't know if we are going to incorporate that this year but I had a really good conversation with the Finance Committee about this and I know Mr. Brennan is on top of this and I think this is something that we need to approve at a Board meeting.

Mr. Tatum stated I know we have a draft of a calendar already prepared and we have another meeting coming on Thursday so we should be in pretty good shape to be able to approve that by next meeting and be further down the road in some of the areas on the budget. Mr. Monge stated Mr. Brennan at that time can offer how we can approach this because it is different from the past would be great.

InfoSnap – is there a possibility in the future just have a calendar of what we should be expecting in the future to potentially move that forward. Mr. Tatum stated I missed that presentation so Mr. Monge if you could just repeat your request in terms of timeline.

Mr. Monge stated we talked about and we got this great presentation and you don't need to provide it to us just yet, but maybe something you can think about as far as how can you take that presentation and get it to a point where you would hope to present it to the Board for approval.

Last thing, I briefly talked about inventory and how we maintain our inventory in our buildings. Before we start buying more inventory, I'm just making sure that the old inventory is truly used and just trying to see how we can potentially computerize that somehow. The example I gave was one building ran out of paper but the other building had more paper – so why should one building continue ordering paper when we have an abundance of paper in another building. That is an idea that Mr. Brennan and Mrs. Paul could talk about. They obviously do it in corporate America.

Mr. Nufrio stated your comment regarding inventory is certainly worthy of a follow-up and I do agree that many institutions and organizations probably benefit from better record

keeping and we have 10 schools in this District and it may result in some cost savings and by not being wasteful and sharing is another aspect of that. Thank you.

COMMENTS FROM PUBLIC:

Johnny Rosser from the Vauxhall Historical Society stated thank you to the Board for the approval for the Veteran's program. Mr. Nufrio stated you are welcome. Mr. Rosser stated the date is Saturday, November 5th. Mr. Nufrio stated we certainly appreciate your comments to the Board and as Mr. Monge said and I said earlier as well, it was not about a particular organization, it was about following the guidelines that we are mandated to follow and certainly we will have to address that issue once again with the consult of our Board Attorney but it has nothing to do with you because we have certainly approved your event. Mr. Rosser stated thank you again and you are all invited.

MOTION FOR EXECUTIVE SESSION:

Moved by Dr. Francis, seconded by Mr. McDowell, 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) collective bargaining agreement negotiations and/or negotiations of terms and conditions of employment and pending or anticipated litigation, contract negotiation. 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, Mr. Monge, Mrs. Regis-Darby, Mrs. Zuena, Mr. Nufrio

NAY: none

ABSTAIN: none

MOTION CARRIED

Mr. Griggs stated that you should state that the Board may take action once the Board returns from Executive Session.

Mr. Nufrio stated we will return to public if anyone wishes to wait and possibly take action after Executive Session.

The Board returned to public session at 9:22 p.m.

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

P-12. APPROVE AUTHORIZATION TO BOARD ATTORNEY

That the Board approve authorization to Board Attorney to send a revised letter to Jeffrey Monge, including a clarification provided by Mr. Monge.

DISCUSSION:

None

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

NAY: none

ABSTAIN: none

MOTION CARRIED

MOTION TO ADJOURN:

There being no further business before the Board, it was moved by Mr. Le, seconded by Mr. Arminio, that the meeting be adjourned at 9:24 p.m. All present voting YES. MOTION CARRIED.

RESPECTFULLY SUBMITTED,

GREGORY E. BRENNAN
BOARD SECRETARY