

TOWNSHIP OF UNION BOARD OF EDUCATION  
WORKSESSION MINUTES – January 9, 2024

NOTICE OF MEETING:

TO ALL BOARD OF EDUCATION MEMBERS:

The worksession meeting of the Board of Education of the Township of Union was held on Tuesday, January 9, 2024 at 7:00 p.m. via Zoom due to the Governor issuing a State of Emergency for 5:00 p.m., pursuant to the notice sent to each member. Action was taken.

Ms. Santana called the meeting to order at 7:01 p.m.

PRESENT AT ROLL CALL:

Ms. Dixiana Carbonell, Mr. Michael Cohan, Mrs. Elsie Conteh-Mackey, Mr. Ronnie McDowell, Ms. Marissa McKenzie, Mrs. Nancy Minneci, Ms. Chastity Santana, Mrs. Kimberly Scott-Hayden, Mrs. Mary Lynn Williams

ABSENT AT ROLL CALL:

None

ADMINISTRATORS PRESENT:

Dr. Gerald Benaquista, Dr. Gretel Perez, Mrs. Yolanda Koon

ALSO PRESENT:

Mr. Christopher Buggy, Esq.

Ms. Carbonell led the Board in the Pledge of Allegiance.

Ms. Carbonell read the district's mission statement.

Mrs. Koon read the statement required under the "Open Public Meetings Act" that adequate notice was published in The Union County Local Source, The Star Ledger and/or Tap into Union, posted in the Administration Building and the Clerk's Office of the Township; a copy of which is on file in the office of the Board Secretary.

Executive Session:

Executive Session was rescheduled for the regular Board meeting

Approval of Minutes:

Minutes will be approved at the regular meeting of the Board.

Communications:

Communications are part of personnel.

Comments from Public (on resolutions and all other matters):

Susan Lipstein stated that the community has asked for Zoom meetings and she hopes that this can be done every month.

She also stated that the Union Township Education Foundation will be sending out grant applications soon and last year they gave out \$10,000 in grants.

Yocasta Brens-Watson stated Happy New Year. Thank you for offering this meeting via Zoom. Hopefully this can happen every month.

She informed the Board and the community to come out and see the upcoming musical performed by the high school students – Mean Girls. She stated the students have worked very hard.

Superintendent's Report:

Superintendent's Report on the State of the Schools and the presentation by the student liaisons will be at the regular meeting.

Education/Student Discipline Committee Resolutions:

Upon recommendation of the Superintendent of Schools, the following resolutions were moved by Mr. Cohan, seconded by Ms. McKenzie, for adoption and reporting:

E-1. AFFIRM SUPERINTENDENT'S DETERMINATION OF HIB

Affirm the Superintendent's determination of Harassment, Intimidation and Bullying (HIB) for the periods December 13, 2023 to December 19, 2023, in accordance with the information appended to the minutes.

E-1A. SUPERINTENDENT'S REPORT OF HIB

Superintendent's Report of Harassment, Intimidation and Bullying (HIB) for the period December 20, 2023 to January 9, 2024 (no incidents to report), in accordance with the information appended to the minutes (*no vote required; for reporting purposes only*).

AYE: Ms. Carbonell, Mr. Cohan, Mrs. Mackey, Mr. McDowell, Ms. McKenzie, Mrs. Minneci, Mrs. Scott-Hayden, Mrs. Williams, Ms. Santana

NAY: None

ABSTAIN: None

MOTION CARRIED

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

DISCUSSION:

Dr. Benaquista stated that the change in the 2023-2024 calendar is the graduation will take place on June 18<sup>th</sup> and the last day of school will be June 19<sup>th</sup>.

Fiscal and Planning Committee Resolutions:

Ms. Carbonell presented the Fiscal and Planning Committee agenda.

Upon recommendation of the Superintendent of Schools, the following resolutions were moved by Ms. Carbonell, seconded by Mrs. Williams, for adoption:

**F-7. APPROVE DISTRICTWIDE STUDENT FIELD TRIPS**

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-9C. ACCEPT DONATIONS**

Accept the following donations, in accordance with the information appended to the minutes:

From	For Use By	\$/Item
Shutterfly, LLC	Jefferson School	\$1,749.33
Shutterfly, LLC	Hannah Caldwell Elementary School	\$3,119.85
Lowes, Union, NJ	Work-Based Learning Program/Café	20-cubic feet-Frigidaire Refrigerator (one door/top freezer) Item #1647308; Model #LFTR2045VF (value approx. \$1049.00)

**DISCUSSION:**

None

**AYE:** Ms. Carbonell, Mr. Cohan, Mrs. Mackey, Mr. McDowell, Ms. McKenzie, Mrs. Minneci, Mrs. Scott-Hayden, Mrs. Williams, Ms. Santana

**NAY:** None

**ABSTAIN:** None

**MOTION CARRIED**

**Operations Committee Resolutions:**

Mrs. Scott-Hayden presented the Operations Committee agenda.

**DISCUSSION:**

None

**Personnel Committee Resolutions:**

Mrs. Minneci presented the Personnel Committee agenda and stated that we have several new hires this month and the district is still in need of special services personnel.

**Policy Committee:**

Mrs. Williams presented the Policy Committee agenda.

Upon recommendation of the Superintendent of Schools, the following policies were moved by Mrs. Williams, seconded by Mrs. Minneci, for adoption:

**POL-1. POLICY 0142 - BOARD MEMBER QUALIFICATIONS, PROIBITED ACTS AND CODE OF ETHICS (M)**

Approve Policy 0142 - Board Member Qualifications, Prohibited Acts and Code of Ethics, in accordance with the information appended to the minutes.

**POL-2. POLICY 8454 – MANAGEMENT OF PEDICULOSIS**

Approve Policy 8454 – Management of Pediculosis, in accordance with the information appended to the minutes.

**DISCUSSION:**

None

**AYE:** Ms. Carbonell, Mr. Cohan, Mrs. Mackey, Mr. McDowell, Ms. McKenzie, Mrs. Minneci, Mrs. Scott-Hayden, Ms. Santana

**NAY:** None

**ABSTAIN:** Mrs. Williams (POL-1)

**MOTION CARRIED**

**Residency Committee Resolutions:**

Mrs. Minneci presented the Residency Committee agenda.

**Technology Committee:**

Mr. McDowell presented the Technology Committee agenda.

Mr. McDowell gave the Board an update on following from the Technology Committee meeting on Monday.

- TutorMe
- Access – ELA proficiency
- STAMP – multi-language proficiency assessment
- Chromebook fees/insurance
- Leasing Chromebooks
- IT is in need of 2 additional people
- Looking at Kean University for interns

**Approval of Bills:**

Bills will be approved at regular Board meeting.

**Unfinished Business:**

None

**New Business:**

Ms. Carbonell stated Black History month is in February and she is looking forward to seeing what the district will be doing in curricula, instruction, and activities.

MOTION TO ADJOURN:

There being no further business before the Board in public session it was moved by Mr. Cohan, seconded by Ms. McKenzie, that the meeting be adjourned at 7:37 p.m.

AYE: Ms. Carbonell, Mr. Cohan, Mrs. Mackey, Mr. McDowell, Ms. McKenzie, Mrs. Minneci, Mrs. Scott-Hayden, Mrs. Williams, Ms. Santana

NAY: None

ABSTAIN: None

MOTION CARRIED

RESPECTFULLY SUBMITTED,

*Yolanda Koon*

YOLANDA KOON  
BOARD SECRETARY

