

TOWNSHIP OF UNION BOARD OF EDUCATION  
SPECIAL MEETING  
(Board Retreat/Professional Development)

February 1, 2025 – 8:30 a.m.

NOTICE OF MEETING:

TO ALL BOARD OF EDUCATION MEMBERS:

The special meeting of the Board of Education of the Township of Union was held on Saturday, February 1, 2025 at 8:30 a.m. at the Administration Building, 2369 Morris Avenue, Union, New Jersey pursuant to the notice sent to each member.

Ms. Carbonell called the meeting to order at 8:35 a.m.

PRESENT AT ROLL CALL:

Ms. Dixiana Carbonell, Mr. Michael Cohan, Mrs. Guida Faria, Mr. Greg Nasta, Ms. Chastity Santana

ABSENT AT ROLL CALL:

Mrs. Elsie Conteh-Mackey (arrived 8:42 a.m.), Mr. Ronnie McDowell, Mrs. Nancy Minneci, Mrs. Kimberly Scott-Hayden

ADMINISTRATORS PRESENT:

Dr. Gerald Benaquista, Ms. Marissa McKenzie, Dr. Jose Rodriguez, Mrs. Yolanda Koon

ALSO PRESENT:

Mr. Lester Taylor, 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.

Business of the Board:

NJSBA- Board's Role in Budget & Finance & Review of Financial Statements:

Ms. Jeanne Cleary, the district's Field Service Representative spoke in detail to the board on sharing basic fundamentals by understanding definitions commonly used, spoke about NJQSAC, which our district is currently going through. Provided Board's role in Overall financial responsibilities, planning & policy development, Budget and audit. She explained in

detail how to read the monthly financial reports (Secretary and Treasurer Reports). Board members asked various questions.

### TUPS Budget Proposals

Mrs. Koon provided discussion via a Jeopardy game on the components that make up a budget and had dialog around each subject while pairing it with our district's real data known and projected. Topics on revenue (state aid, local and fund balances) and expenditures (salaries - largest expense), buildings and debt service.

### Update on Instructions & Program; QSAC

Dr. Rodriguez provided a very detailed presentation on the status of our instructions. He was able to breakdown the NJ Student Learning Assessments data in various categories i.e. male, female, ethnicity, special education, 504's, grade, subject, etc. He compared the data to county and state. Board members were very engaged in the information presented. They asked a myriad of questions and different perspectives on numerous tests the students are taking.

### Comments from the Public

Mrs. Lipstein – mentioned that the presentation was very good and never heard it explained like that. As far as the U-Learn, thinks we should do more, possibly tape it, since a lot of people can't make the time. The time is not good. Realizing Jefferson\KMS, she doesn't think KMS will be ready for September with all the renovations. What about pair teaching at Jefferson?

### MOTION FOR EXECUTIVE SESSION:

Moved by Mr. Cohan, seconded by Ms. Santana, that the Board go into Executive Session at 12:35 p.m. to discuss the following subject matters without the presence of the public in accordance with the provisions of N.J.S.A. 10:4-12b: personnel, security and other matters permitted under statute.

Please take notice that minutes will be taken of the discussion conducted during the executive session and the Board will disclose the minutes of the executive session when the disclosure will not result in unwarranted invasion of individual privacy or prejudice to the best interests of the Board of Education and provided that such disclosure does not violate federal, state or local statutes and does not fall within the attorney/client privilege.

Action may be taken when the Board reconvenes in public session.

AYE: Mr. Cohan, Mrs. Conteh-Mackey, Mrs. Faria, Mr. Nasta, Ms. Santana, Ms. Carbonell

NAY: None

ABSTAIN: None

**MOTION CARRIED**

The Board returned to public session at 3:00 p.m.

**MOTION TO RETURN TO PUBLIC SESSION:**

There being no further business before the Board it was moved by Mrs. Faria, seconded by Mr. Nasta, that the Board return to public session at 3:00 p.m.

AYE: Mr. Cohan, Mrs. Conteh-Mackey, Mrs. Faria, Mr. Nasta, Ms. Santana, Ms. Carbonell

NAY: None

ABSTAIN: None

**MOTION CARRIED**

**MOTION TO ADJOURN:**

There being no further business before the Board in public session it was moved by Mrs. Faria, seconded by Mr. Nasta, that the meeting be adjourned at 3:01 p.m.

AYE: Mr. Cohan, Mrs. Conteh-Mackey, Mrs. Faria, Mr. Nasta, Ms. Santana, Ms. Carbonell

NAY: None

ABSTAIN: None

**MOTION CARRIED**

RESPECTFULLY SUBMITTED,

*Yolanda Koon*

YOLANDA KOON  
BOARD SECRETARY