

TOWNSHIP OF UNION BOARD OF EDUCATION  
REGULAR MEETING MINUTES – MARCH 14, 2023 – 7:00 p.m.

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, March 14, 2023 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.

Ms. McKenzie called the meeting to order at 7:00 p.m.

PRESENT AT ROLL CALL:

Ms. Dixiana Carbonell, Ms. Marissa McKenzie, Mrs. Nancy Minneci, Ms. Chastity Santana, Mrs. Kimberly Scott-Hayden

ABSENT AT ROLL CALL:

Mrs. Yocasta Brens-Watson (arrived 7:05 p.m.), Mr. John O’Shea (arrived 7:03 p.m.), Mrs. Nellis Regis-Darby (arrived 7:02 p.m.), Mrs. Mary Lynn Williams (arrived 7:08 p.m.)

ADMINISTRATORS PRESENT:

Dr. Scott Taylor, Mr. Gerald Benaquista, Dr. Gretel Perez, Mrs. Yolanda Koon

ALSO PRESENT:

Mr. Christopher Buggy, Esq.

Ms. Santana led the Board and audience members in the Pledge of Allegiance.

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.

Ms. Santana read the district’s mission statement.

MOTION FOR EXECUTIVE SESSION:

Moved by Mrs. Minneci, seconded by Ms. Santana, that the Board go into Executive Session at 7:03 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.

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: Ms. Carbonell, Mrs. Minneci, Ms. Santana, Mrs. Scott-Hayden, Ms. McKenzie

NAY: None

ABSTAIN: None

MOTION CARRIED

Mr. O’Shea arrived at meeting (7:03 p.m.).

The Board returned to public session at 7:38 p.m.

Comments from Public on Resolutions

Dr. Guy Francis stated F-21-F-27 and asked if the district had an opportunity to contract for transportation? UTEA received 3%, 3.3%, 3.9% and 3.5% raise over the next few years – are we considering cuts in personnel? Will the UTEA take responsibility? 7<sup>th</sup> period stipends, are they getting paid if they don’t work? Regarding the fund balance, will the district have money left for 2024? Is there anything in place for Special Services – it consumes a large percentage of the budget?

Ann Margaret Shannon stated any time you do a budget – 2% is the total budget. If employees are receiving a 7<sup>th</sup> period stipend, they are working. Special education – money needs to go into that line because every line is not equal.

Approval of Minutes:

Moved by Mrs. Scott-Hayden, seconded by Ms. Santana that the following minutes be adopted:

1. January 5, 2023 – organization meeting
2. January 10, 2023 – executive session
3. January 10, 2023 – worksession
4. January 17, 2023 – regular meeting
5. January 17, 2023 – executive session

DISCUSSION:

None

AYE: Mrs. Brens-Watson, Ms. Carbonell, Mrs. Minneci, Mr. O’Shea,

Mrs. Regis-Darby, Ms. Santana, Mrs. Scott-Hayden, Mrs. Williams, Ms. McKenzie

NAY: None

ABSTAIN: None

MOTION CARRIED

Communications:

LETTER FROM TOWNSHIP OF UNION EDUCATION FOUNDATION

Letter from Township of Union Education Foundation listing grants that were awarded to teachers for the 2022-2023 school year.

**LETTER OF RETIREMENT – EDMONDS**

Letter of resignation, for the purpose of retirement, from Cynthia Edmonds, paraprofessional-Kawameeh Middle School, effective July 1, 2023.

**LETTER OF RETIREMENT – FRANGOS**

Letter of resignation, for the purpose of retirement, from Maria Frangos, bus aide-Transportation Department, effective April 17, 2023.

**LETTER OF RETIREMENT – HOFFMANN**

Letter of resignation, for the purpose of retirement, from Patrice Hoffmann, school counselor-Burnet Middle School, effective July 1, 2023.

**LETTER OF RETIREMENT – LUCAS-MILLER**

Letter of resignation, for the purpose of retirement, from Nancy Lucas-Miller, visual and performing arts teacher-Union High School, effective July 1, 2023.

**LETTER OF RETIREMENT – WOJCIK**

Letter of resignation, for the purpose of retirement, from Karen Wojcik, 12-month secretary-Special Services Department, effective March 1, 2023.

**REQUEST FOR LEAVE EXTENSION – BERNARDES**

Request for extension of paid medical leave from Joao Bernardes, English teacher-Burnet Middle School, February 17, 2023 to February 28, 2023.

**REQUEST FOR LEAVE EXTENSION – FASOLINO**

Request for extension of unpaid child rearing leave<sup>4</sup> from Christina Fasolino, paraprofessional-Kawameeh Middle School, March 6, 2023-June 30, 2024.

**REQUEST FOR LEAVE UPDATE – GHAZALI**

Update for request for unpaid FMLA/NJFLA from Sabine Ghazali, math teacher-Union High School, February 21, 2023 to TBD.

**REQUEST FOR LEAVE – SABEL**

Request for paid medical leave from Larry Sabel, part-time bus driver-Transportation Department, March 15, 2023 to May 15, 2023.

**REQUEST FOR LEAVE – ZURKA**

Request for paid medical leave from Christine Zurka, paraprofessional-Battle Hill Elementary School, April 20, 2023-June 20, 2023.

**Superintendent's Report:**

Dr. Taylor introduced Mr. Hoyt, the principal of Hannah Caldwell Elementary School, to speak on the student spotlight.

Mr. Hoyt stated Adela Tubio Rodriguez, not only exhibits the qualities of a leader, but she also embodies them. Her patience and resilience stand out. She is always there to lend a

hand. She is kind, hardworking, respectful and a wonderful young lady. She is a tremendous asset to the school community.

Substitutes play an important role with educating our students and it is not always easy. Our spotlighted substitute is Sophia Farinhas. We are internally grateful for all she does.

Dr. Taylor stated that the district has been working with equity consultants Samantha Pugh and Dr. Edward Fergus and tonight DASH Consultants are here to present.

Elizabeth Riley Williams and Tammy Bormman (DASH Consultants) presented to the Board and the community. Presentation in Superintendent's Report.

Dr. Taylor stated that the UHS Track Teams 4x400 mixed Relay are national champions – Senior Gabe Rodriguez, Sophomore Mikarla Portuondo, Senior Oko Lokko, and Senior Sierra Latonnel – competed at the Nike Indoor Nationals at the NYC Armory. Finish time: 3:35.30.

Kaitlin Laverity is the 2023 recipient of the Union County Daughters of Ireland Scholarship.

JROTC takes 1<sup>st</sup> place for 24<sup>th</sup> year in a row at state drill competition which took place at the high school. We are very proud of our students.

Mrs. Koon introduced Warren Korecky from Suplee, Clooney & Co., the district auditors. The district is required to be audited once a year and they come in to review all of our accounts.

Warren Korecky presented the audit report ending June 30, 2022. He stated that all Board members received the two reports – financial and compliance audit reports. On page 10, we made a formal recommendation and it is about reconciliation of three accounts – treasurer's report, secretary's report and checking account – it needs to be reconciled every month.

Dr. Taylor presented the Fiscal Year 2024 Preliminary Budget:

Planning Process – Superintendent/Business Administrator met with each leader – principals, supervisors and directors – December 5-9, 2022. All schools were treated with equity and looked for any overlap.

The leadership team consisting of Mrs. Koon, Dr. Taylor, Dr. Perez, Mr. Benaquista, Sandra Paul and the special services department met January 24-March 3, 2023

The Board's Fiscal and Planning Committee meeting was today and the Board's review was March 1, tonight and March 14<sup>th</sup>.

Dr. Taylor and Mrs. Koon gave a presentation on the tentative budget. A summary is below:

Expenditure Challenges – extremely difficult events happening:

- Staff and teacher shortages which incurs increased substitute needs and outsourcing for specialized faculty – the district pays salaries in addition to substitute salary.
- Student’s increased physical and cognitive challenges – pandemic not only fostered learning deficiencies but also additional special needs.
- Inflation and supply/demand increases – the cost of nurses has increased considerably.
- Costs for contracted services increased drastically in Fall 2022.
- Bus driver vacancies that led to out sourced transportation.
- Extraordinary services and shrinking OT/PT/speech candidate pool for students who require outside support.
- Paraprofessional vacancies that called for contracting service to fill positions with other qualified staff.
- Increased salary cost for all four collective bargaining units.

Revenue Challenges – district cannot generate enough revenue to keep pace with costs:

- A 2% limit on local taxes is below the rate of extraordinary student support costs, transportation, insurance, salary, health benefits and inflation increase.
- State has underfunded school districts for decades.
- Explained the Bank Cap and Adjustments the district is eligible to help close the budget gap.

Early Plans – Plans taken to manage 2023-2024 budget:

- We saw this coming, in October a hold was put on all accounts and increased scrutinization of all purchases.
- Renegotiated outsourced services rate.
- Routed some purchases to ESEA/ESSER grants.
- Reviewed efficiency of shared aides on busses.
- Consolidated bus routes and cut back on expenses for contracted busing services.

Addressing the Budget Shortfall:

- Reductions in various accounts – Mrs. Koon to prepare worksheets that show Board all scrutinization of accounts.
- Middle school schedules (pending discussions) – to be adjusted by 14-minute earlier start and end time to cut transportation costs – cost savings of approximately \$279,000.
- Utilize state and federal grants.
- Bringing back behavior technicians (37) that we outsource (pending discussions).

Operating Expenditures Snapshot (see presentation attached to minutes):

- Total for 2023-2024 – originally proposed: \$164,742,044;
- Total for 2023-2024 - after proposed reductions: \$155,408,671;
- Total Budget for 2022-2023: \$141,281,748; and
- Percentage change/2022-2023 and 2023-2024: 10.0%.

Budget summary (based on flat state aid):	<u>2023-2024</u>	<u>2022-2023</u>
Total Operating Expenditures:	\$155,408,671	\$141,281,748
Total Revenue:	\$155,408,671	\$141,281,748

The State aid was \$1,781,675 for special education and \$5,702,656 for the equalization aid for a total of \$7,484,331 of additional State aid over last year.

Operating Revenue Snapshot:	<u>2023-2024</u>	<u>2022-2023</u>
Total State Aid:	\$45,949,949	\$38,465,618
Extraordinary Aid:	\$3,500,000	\$1,700,000
Saved funds (fund balance)	\$4,000,000	\$3,645,708
Local Taxes	\$101,603,143	\$97,142, 109

Financial Impact on Residents for 2023-2024:

Total Expenditures General Fund:	\$155,408,671
Tax Levy:	\$101,603,143
Increase for Average Home:	\$150.92

Long-Term Fiscal Health:

- Restructure middle school schedule for potential implementation 2023-2024; high school schedule for potential implementation 2024-2025.
- Continue scrutinizing every requested purchase.
- Intensify recruitment of paraprofessionals and faculty.
- Continue to create programs to keep and return special needs students in-district.
- Continue evaluating efficiency of personnel.

HIB Report –	<u>Yes</u>	<u>No</u>	<u>Inconclusive</u>
Affirm February 16-February 21, 2023	1	0	1
Report February 22-March 14, 2023	11	2	12

Education/Student Discipline Committee Resolutions:

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

E-1. SUPERINTENDENT’S REPORT OF HIB

Superintendent’s Report of Harassment, Intimidation and Bullying (HIB) for the period February 22, 2023 to March 14, 2023, in accordance with the information appended to the minutes (*no vote required; for reporting purposes only*).

E-1A. AFFIRM SUPERINTENDENT’S DETERMINATION OF HIB

Affirm the Superintendent’s determination of Harassment, Intimidation and Bullying (HIB) for the periods February 17, 2023 to February 21, 2023, in accordance with the information appended to the minutes.

E-2. APPROVE 2023-2024 SCHOOL CALENDAR

Approve school calendar for the 2023-2024 school year, in accordance with the information appended to the minutes.

DISCUSSION:

None

AYE: Mrs. Brens-Watson, Ms. Carbonell, Mrs. Minneci, Mr. O’Shea, Mrs. Regis-Darby, Ms. Santana, Mrs. Scott-Hayden, Mrs. Williams, Ms. McKenzie

NAY: None

ABSTAIN: Mrs. Brens-Watson (E-2), Mrs. Regis-Darby (E-2) MOTION CARRIED

Fiscal and Planning Committee Resolutions:

Mr. O’Shea stated that there walk-on would be added to the agenda – F-31 – to use Edendum for French Classes.

Upon recommendation of the Superintendent of Schools, the following resolutions were moved by Mr. O’Shea, seconded by Mrs. Scott-Hayden, for adoption:

F-1. TREASURER’S REPORT

That the Treasurer’s Report dated February 28, 2023 be accepted.

F-2. SECRETARY’S REPORT

That the Secretary’s Report dated February 28, 2023 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 February 28, 2023 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/ Yolanda Koon  
Yolanda Koon, Board Secretary

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Dated

Pursuant to N.J.A.C.6A:23-2.2(h), we certify that as of February 28, 2023 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 Board Secretary and is assumed by the Board to be correct.

F-4. APPROVE APPROPRIATION TRANSFERS

Approve appropriation transfers in accordance with the information appended to the minutes.

**F-5. APPROVE LIST OF CONTRACTS/PURCHASE ORDERS**

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**

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. Agenda item approved at March 7, 2023 worksession (Student Field Trips)*

**F-8. APPROVE LIST OF 2022-2023 STATE CONTRACT VENDORS**

Approve the amended list of the 2022-2023 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. APPROVED LIST OF CONTRACTS/PURCHASES (STUDENT ACTIVITY)**

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	2227/Senior Class	Carr Marketing – senior day events	\$60,000.00 (not to exceed)
Union High School	3280/Athletics	NJSIAA-Girls Regions Wrestling Tournament at UHS	\$1,600.00
Burnet Middle School	2020/8 <sup>th</sup> grade activities	Kastle Fundraising – purchase fundraising items	\$1,440.00
Burnet Middle School	2006/Band-Chorus	Medieval Times – entrance fee for 3/31/23 field trip	\$2,045.62
Burnet Middle School	2006/Band-Chorus	High Note Festivals – partial payment for Dorney Park Music in the Park trip	\$3,068.00
Burnet Middle School	2006/Band-Chorus	High Note Festivals – final payment for Dorney Park Music in the Park trip	\$3,018.00

**F-10. APPROVE 2022-2023 OUT-OF-DISTRICT STUDENT PLACEMENT LIST**

Approval be given to amend the 2022-2023 out-of-district student placement list, in accordance with the information appended to the minutes.

**F-11. APPROVE FUNDRAISERS**

Approve the following fundraisers, in accordance with the information appended to the minutes:

Event Name	Date	Purpose
Salsa Class	March 21-April 4, 2023	KMS/Spanish Club – to raise money for the Spanish Club
Pot of Gold	March 1-31, 2023	UHS/Dance Club – to raise funds for future costumes and performance opportunities
Clothing Drive/Thrift Shop	March 1-April 29, 2023	UHS/UMatter – to raise funds for future community building projects
Crock Jibbitz	March 20-June 20, 2023	UHS/Senior Class – to raise funds for senior class events
Pie Day	March 20-June 20, 2023	UHS/Senior Class – to raise funds for senior class events
Senior Class Apparel	March 20-June 20, 2023	UHS/Senior Prom – to raise funds for the senior prom
April Showers Bring May Flowers	March 20-June 20, 2023	UHS/Senior Prom – to raise funds for the senior prom
Dress Down Day	March 1-June 20, 2023	UHS/Senior Prom-to raise funds for the senior prom
SONJ Lincoln Tunnel School Challenge 5K	March 15-May 15, 2023	UHS/SONJ/Play Unified/TESSLO – to give students an opportunity to participate in inclusive sports/activities
Snack Sale	March 15-June 21, 2023	UHS/Freshman Class – to raise funds for freshman class
Pretzel and Snack Sale	March 15-June 20, 2023	BMS/8 <sup>th</sup> Grade Dance/Picnic – to raise funds for end of year 8 <sup>th</sup> grade activities

#### F-12. ACCEPT DONATIONS

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

From	For Use By	\$/Item
Firemen's Mutual Benevolent	JROTC	\$250.00
Harbor Freight Transport Corp	Union High School	\$100.00
Gem Transport & Logistics, LLC	Union High School	\$500.00
Bruno Pinto & Idette Perez	Union High School	\$250.00
Life Enhancement Family Chiropractic	Union High School	\$250.00
Juan P. Hernandez-Garcia	Union High School	\$500.00
UHSPTA	Union High School	\$135.00
Jeffrey & Suehay Monge	Union High School	\$500.00
Olivia & Joel Cruz	Union High School	\$150.00
International Longshoremen's Assoc.	Union High School	\$1,000.00
Delka Trucking Inc.	Union High School	\$300.00

#### F-13. ACCEPT ANNUAL COMPREHENSIVE FINANCIAL REPORT AND MANAGEMENT REPORT

Accept the Annual Comprehensive Financial Report (ACFR) and the Auditor's Management Report, in accordance with the information appended to the minutes (*auditors will present report to the public at the regular meeting on March 14, 2023*).

#### F-14. APPROVE CORRECTIVE ACTION PLAN (CAP)

Approve the Corrective Action Plan for Single Audit Fiscal Year ending June 30, 2022, in accordance with the information appended to the minutes.

F-15. ACCEPT GRANTS FROM TOWNSHIP OF UNION EDUCATION FOUNDATION  
 Accept grants from the Township of Union Education Foundation for the 2022-2023 school year, in accordance with the information appended to the minutes.

F-16. APPROVE AMENDMENT TO FY23 ESEA GRANT SUBMISSION  
 Approve amendment to FY23 ESEA Grant Submission to identify schools in need of comprehensive or targeted support and improvement by the New Jersey Department of Education (NJDOE) regarding district receipt of Title I SIA funds, as follows:

School	23-24 ESSA Status	SIA
Hannah Caldwell Elementary School	Targeted	\$22,700.00
Jefferson School	Targeted	\$15,300.00
Franklin Elementary School	Comprehensive	\$29,300.00

F-17. APPROVE SUBMISSION OF SCHOOL CLIMATE CHANGE GRANT APPLICATION  
 Approve submission of the application for the School Climate Change Grant Application in EWEG.

F-18. APPROVE APPLICATION FOR TITLE I SIA GRANT FUNDING  
 Approve application for the Title I SIA Grant Funding for the 2022-2023 school year.

F-19. APPROVE THE CREATION OF THE ANNUAL SCHOOL PLAN – HANNAH CALDWELL ELEMENTARY SCHOOL  
 Approve the creation of the Annual School Plan for Hannah Caldwell Elementary School to support the Title I SIA Grant for the 2022-2023 school year.

F-20. APPROVE AMENDMENT OF ANNUAL SCHOOL PLAN – JEFFERSON AND FRANKLIN ELEMENTARY SCHOOLS  
 Approve the amendment of the Annual School Plan for Jefferson and Franklin Elementary Schools to support the Title I SIA Grant for the 2022-2023 school year.

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*Resolutions F-21 through F-27  
 Concern the Proposed Tentative Budget for the 2023-2024 School Year*

F-21. APPROVE GENERAL FUND TAX LEVY –BUDGET  
 Approve the General Fund tax levy of \$101,603,142.74 in the 2023-2024 school year, in accordance with the information appended to the minutes.

F-22. APPROVE TRAVEL EXPENDITURE MAXIMUM  
 Approve Travel Expenditure Maximum (not to exceed \$85,000.00) for the 2023-2024 school year, in accordance with the information appended to the minutes.

**F-23. APPROVE ESTABLISHING A MAXIMUM DOLLAR LIMIT – PROFESSIONAL SERVICES**

Approve establishing a maximum dollar limit for professional services \$4,775,918.00 for the 2023-2024 school year, in accordance with the information appended to the minutes.

**F-24. APPROVE USE OF EXCESS SURPLUS FUNDS/FUND BALANCE**

Approve the Board of Education to include in the General Fund Budget \$4,000,000.00 of the Board of Education's excess surplus funds \$931,022.00 and additional fund balance \$3,068,978.00 (@ 6/30/22 per audit) to help reduce the local tax levy.

**F-25. APPROVE BANKED CAP**

Approve in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.1(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$646,951.00 for the purpose of instruction supplies and materials. The district intends to complete said purposes by June 2024.

**F-26 APPROVE USE OF ENROLLMENT ADJUSTMENT**

Approve in the final budget the adjustment for enrollment in the amount of \$1,079,064.00 in accordance with N.J.A.C. 6A:23A-15.3. The district has fully exhausted all eligible statutory spending authority. The adjustment will be used for instructional supplies and materials and will complete this by June 30, 2024 and acknowledges that it cannot be deferred or incrementally completed over a longer period of time.

**F-27. APPROVE ADJUSTMENT FOR HEALTH CARE COSTS**

Approve in the final budget the adjustment for increased costs of health benefits in the amount of \$792,176.00. The additional funds will be used to pay for the additional increases in health benefit premiums.

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F-28. *For informational purposes only – vote not required.* List of legal services for the 2022-2023 fiscal year, in accordance with the information appended to the minutes.

**F-29. APPROVE MOA – ELLIOT Y. MERENBLOOM EDUCATIONAL CONSULTANT**

Approve Memorandum of Agreement with Elliot Y. Merenbloom Educational Consultant to support members of Burnet and Kawameeh Middle Schools to create master schedules for the 2023-2024 school year, at the rate of \$450.00/hr. (not to exceed \$6,750.00 [15 hours]), in accordance with the information appended to the minutes.

**F-30. APPROVE EARLY CHILDHOOD PRESCHOOL BUDGET – 2023-2024**

Approve resolution approving early childhood preschool budget for the 2023-2024 school year in the amount of \$8,527,162.00, in accordance with the information appended to the minutes.

**DISCUSSION:**

None

AYE: Mrs. Brens-Watson, Ms. Carbonell, Mrs. Minneci, Mr. O’Shea,  
Mrs. Regis-Darby, Ms. Santana, Mrs. Scott-Hayden, Mrs. Williams, Ms. McKenzie

NAY: None

ABSTAIN: None

MOTION CARRIED

Upon the recommendation of the Superintendent of Schools, the following resolution was moved by Mr. O’Shea, seconded by Mrs. Brens-Watson.

**F-31. APPROVE EDMENTUM – FRENCH CLASSES**

Approve Edmentum (EdOptions Academy) to provide Union High School French 2, 3, 4 and 5 and AP French classes – an asynchronous model with teacher support tentatively from April 1, 2023 to June 20, 2023 (not to exceed a cost of \$45,201.00); additional in-district teacher coverage is also needed (not to exceed a cost of \$13,104.00) for a total cost not to exceed \$58,314.00.

**DISCUSSION:**

Dr. Perez stated the company would provide French classes (French 2, 3, Honors 2, 3, Honors 4 and AP 5) to the student at Union High School and there will be a teacher available online for the classes.

The Board was informed that the district has been trying to find a French teacher to no avail but they will continue to advertise and go to the Job Fair and Kean. This virtual service is being provided, as a last resort, otherwise a substitute would be in the classroom.

Board members suggested that a survey should be done with the students concerning language and if a French teacher cannot be found, maybe French should be replaced with another language, sign-language or additional sections in Spanish and German.

AYE: Mrs. Brens-Watson, Ms. Carbonell, Mrs. Minneci, Mr. O’Shea,  
Mrs. Regis-Darby, Ms. Santana, Mrs. Scott-Hayden, Mrs. Williams, Ms. McKenzie

NAY: None

ABSTAIN: None

MOTION CARRIED

**Grievance/Negotiations Committee:**

Mr. Buggy informed the Board that Grievance 2022-23-2 – Level 3 would be tabled and Grievance 2022-23-3 – Level 3 would be voted on this evening.

Upon recommendation of the Superintendent of Schools the following resolution was moved by Mrs. Brens-Watson, seconded by Ms. Santana, for adoption:

*G-1. Agenda item tabled at March 14, 2023 regular meeting (Response to UTEA Grievance No. 2022-23-2 – Level 3).*

**G-2. APPROVE RESPONSE - UTEA GRIEVANCE NO. 2022-23-3 – LEVEL 3**

Approve response regarding Union Township Education Association (UTEA) Grievance No. 2022-23-3 – Level 3, the Township of Union Board of Education overturns the decision at Level 2 and sustains the grievance, as modified and agreed to by the UTEA.

**DISCUSSION:**

None

**AYE:** Mrs. Brens-Watson, Ms. Carbonell, Mrs. Minneci, Mr. O’Shea,  
Mrs. Regis-Darby, Ms. Santana, Mrs. Scott-Hayden, Mrs. Williams, Ms. McKenzie

**NAY:** None

**ABSTAIN:** None

**MOTION CARRIED**

**Operations Committee Resolutions:**

Upon recommendation of the Superintendent of Schools, the following resolutions were moved by Ms. Santana, seconded by Mrs. Scott-Hayden, for adoption:

**O-1. APPROVE SECURITY DRILL/BUS EVACUATION REPORTS**

Pursuant to N.J.S.A. 18A:41-1 and P.L. 2009, Chapter 178, approve the following security drill and, if applicable, bus evacuation reports for the 2022-2023 school year, in accordance with the information appended to the minutes.

**O-2. APPROVE PROPOSAL FOR DEMOGRAPHIC SERVICES – STATISTICAL FORECASTING**

Approve proposal from Statistical Forecasting LLC to perform demographic services for the Township of Union Public Schools at a cost of \$8,800.00, in accordance with the information appended to the minutes.

**O-3. APPROVE REQUEST FROM TOWNSHIP OF UNION – PARKING LOTS**

Approve request from the Township of Union to use the parking lots of Hannah Caldwell and Connecticut Farms Elementary Schools on Saturday, March 11, 2023 for the St. Patrick’s Day Parade.

**O-4. APPROVE CAMP INVENTION – JEFFERSON SCHOOL**

Approve Camp Invention to be held at Jefferson School the week of June 26-30, 2023 for all enrolled students.

**DISCUSSION:**

None

**AYE:** Mrs. Brens-Watson, Ms. Carbonell, Mrs. Minneci, Mr. O’Shea,  
Mrs. Regis-Darby, Ms. Santana, Mrs. Scott-Hayden, Mrs. Williams, Ms. McKenzie

**NAY:** Mrs. Regis-Darby (O-2)

**ABSTAIN:** None

**MOTION CARRIED**

## Personnel Committee Resolutions:

Upon recommendation of the Superintendent of Schools, the following resolutions were moved by Mrs. Minneci, seconded by Mrs. Scott-Hayden, for adoption:

## P-1A. PERSONNEL ACTIONS – NEW HIRES

Personnel Actions-New Hires be approved in accordance with the information appended to the minutes.

## P-1B PERSONNEL ACTIONS – EXTRA PAY

Personnel Actions-Extra Pay be approved in accordance with the information appended to the minutes.

## P-1C PERSONNEL ACTIONS – TRANSFERS

Personnel Actions- Transfers be approved in accordance with the information appended to the minutes.

## P-2. APPROVE STUDENT TEACHERS AND INTERNSHIPS

Approve student teachers and internships for the 2022-2023 school year, in accordance with the information appended to the minutes.

## P-3. ACCEPT LETTERS OF RESIGNATION/RETIREMENT

Accept letters of resignation/retirement from the following staff:

Name	Position	Location	Eff. Date	Reason	Notes.
Cynthia Edmonds	Paraprofessional	KMS	7/1/2023	Retirement	
Maria Frangos	Bus aide	Transportation Dept.	4/17/2023	Retirement	
Patrice Hoffmann	School counselor	BMS	7/1/2023	Retirement	
Nancy Lucas-Miller	Visual and performing arts teacher	UHS	7/1/2023	Retirement	
Karen Wojcik	12-month secretary	Special Service Dept	3/1/2023	Retirement	

## P-4. APPROVE LEAVES

Approve leaves for the following staff:

Name	Position	Location	Leave Dates	Leave Type	Notes
Joao Bernardes	English teacher	BMS	2/17/2023-2/28/2023	Extension of paid medical leave	
Christina Fasolino	Paraprofessional	KMS	3/6/2023-6/30/2024	Extension of unpaid child rearing leave	

Sabine Ghazali	Math teacher	UHS	2/21/2023-TBD	Update – unpaid FMLA/NJFLA	
Larry Sabel	Part-time bus driver	Transportation Dept	3/15/2023-5/15/2023	Paid medical leave	
Christine Zurka	Paraprofessional	Battle Hill	4/20/2023-6/20/2023	Paid medical leave	

**P-5. APPROVE UPDATED JOB DESCRIPTION – MANAGER OF SECURITY**  
Approve updated Job Description for Manager of Security, in accordance with the information appended to the minutes.

**P-6. APPROVE TERMINATION OF EMPLOYEE #13118**  
Approve the termination of Employee #13118, effective April 15, 2023.

**P-7. APPROVE TERMINATION OF EMPLOYEE #12914**  
Approve the termination of Employee #12914, effective March 16, 2023.

**DISCUSSION:**

Mrs. Regis-Darby stated congratulations to Ms. Miller on her retirement.

**AYE:** Mrs. Brens-Watson, Ms. Carbonell, Mrs. Minneci, Mr. O’Shea,  
Mrs. Regis-Darby, Ms. Santana, Mrs. Scott-Hayden, Mrs. Williams, Ms. McKenzie

**NAY:** None

**ABSTAIN:** Mrs. Regis-Darby (P-6, P-7)

**MOTION CARRIED**

**Policy Committee:**

Upon recommendation of the Policy Committee and the Superintendent of Schools, the following policies were moved by Mrs. Williams, seconded by Mrs. Brens-Watson, for final reading and adoption:

**POL-1 POLICY 7510 – USE OF SCHOOL FACILITIES**

Approve Policy 7510 – Use of School Facilities, in accordance with the information appended to the minutes.

**POL-2.POLICY 5200 – ATTENDANCE (M)**

Approve Policy 5200 – Attendance, in accordance with the information appended to the minutes.

**POL-3.REGULATION 5200 – ATTENDANCE (M)**

Approve Regulation 5200 – Attendance, in accordance with the information appended to the minutes.

**DISCUSSION:**

Ms. Santana stated with respect to Policy 7510 – Use of School Facilities that a letter needs to go out to the community so everyone knows what is happening with the use of our

fields. Mrs. Minneci stated the times and locking of the field should be communicated to the community.

AYE: Mrs. Brens-Watson, Ms. Carbonell, Mrs. Minneci, Mr. O'Shea,  
Mrs. Regis-Darby, Ms. Santana, Mrs. Scott-Hayden, Mrs. Williams, Ms. McKenzie

NAY: None

ABSTAIN: None

MOTION CARRIED

#### Residency Committee Resolutions:

Upon recommendation of the Superintendent of Schools, the following resolutions were moved by Mrs. Minneci, seconded by Mrs. Brens-Watson, for adoption:

#### R-1. APPROVE LIST OF STUDENTS REMOVED FROM ROLLS

Approval be given to amend the list of students removed from the rolls [four (4) students exited the month of February 2023 (4 from elementary) or a total of twenty-five (25) students for the 2022-2023 school year] who are not domiciled in this school district and one (1) student who will be allowed to complete the 2022-2023 school year, in accordance with the non-public information appended to the minutes.

#### R-2. APPROVE TO REMOVE STUDENT

Approval to remove student #311342 from the attendance rolls as the student has been determined to be ineligible to attend the Township of Union Public Schools as a resident student.

#### R-3. APPROVE TO REMOVE STUDENT

Approval to remove student #320795 from the attendance rolls as the student has been determined to be ineligible to attend the Township of Union Public Schools as a resident student.

#### R-4. APPROVE TO REMOVE STUDENT

Approval to remove student #340919 from the attendance rolls as the student has been determined to be ineligible to attend the Township of Union Public Schools as a resident student.

#### R-5. APPROVE TO REMOVE STUDENT

Approval to remove student #358041 from the attendance rolls as the student has been determined to be ineligible to attend the Township of Union Public Schools as a resident student.

#### R-6. APPROVE TO ALLOW STUDENT TO COMPLETE 2022-2023 SCHOOL YEAR

Approve to allow student #271036 to complete the 2022-2023 school year.

#### Approval of Bills:

Upon recommendation of the Superintendent of Schools and moved by Ms. Santana, seconded by Mrs. Scott-Hayden, that the Board concur with the bills listed in the permanent bound register appended to these minutes and be ordered for payment.

#### Unfinished Business:

Mrs. Regis-Darby asked if the signs at Hannah Caldwell concerning “no dogs are allowed” has been removed and a sign should read “service dogs allowed”. Dr. Taylor stated he had spoken with the Facility Manager about this.

Mrs. Minneci stated she attended Read Across America at Livingston School. It was very sweet; thank you for letting me attend.

Ms. Santana stated she attended the UHS/PTA meeting – kudos to all the volunteers. March 20<sup>th</sup> is the KMS/PTA meeting; become a member, it supports our kids.

Mrs. Brens-Watson stated she never received a satisfactory answer concerning the 7<sup>th</sup> period stipends. The district needs to stop paying stipends to teachers that are not teaching. She stated that the nurses and transportation are being underpaid; all moneys should go to instruction.

Mrs. Scott-Hayden stated she attend Read Across America at Washington Elementary School. It was a great experience. The day was very eventful. Thank you to Dr. Taylor for inviting me to Unsung Hero and congratulations to him. It was an honor to be there.

Mrs. Williams stated she also went to Read Across America at Livingston School. She read to the third-grade class and they spoke about pets. The students drew pictures for her. It was a great experience and she is very proud of our kids.

#### New Business:

Ms. Santana stated she also attended the Unsung Hero and it was a wonderful opportunity. Our student, Nicolas Cassandra, was our Unsung Hero.

Mrs. Brens-Watson stated she attended the open house at Union High School and she is proud of our students and educators. Go to our high school productions, they are amazing and Broadway bound. The district should promote and advertise our high school musicals.

#### Comments from the Public:

David Armino sated the Unsung Heroes is a fantastic event. The Historical Society, on March 26, is hosting the 20<sup>th</sup> Century Women, admission is free and it is at Connect Farms Presbyterian Church. There is a fundraiser on March 6<sup>th</sup> at Coldstone for the Friends of Union Library. In May, the Rotary Club will be sponsoring a Family Fitness Feast. The annual Eloquence Soiree will be June 7<sup>th</sup>. The semi quicentennial or 250th anniversary is in 2026. Mr. Armino read the mission statement: “To commemorate our 250th anniversary with inclusive programs that inspire Americans to renew and strengthen our daring experiment in democracy.”

Luisa Bias stated she attended the Union High School orientation for 7<sup>th</sup> and 8<sup>th</sup> graders. She wants to know why are we losing high schoolers? It is still a war zone in the bathrooms. She stated we need solutions and an action plan. And this is her fourth month saying this and ID’s should be scanned to use the bathrooms. She also stated that parents must take responsibility for their children. They need to pay for the damages done by their children. If you

take the student's phone away, parents will be here. The district needs to change it up to get results. She also suggested a freshmen wing.

Mrs. Brens-Watson asked if there is still a freshman for the day and if not bring it back.

Woman in the Audience stated students with IEPs are not getting the support they need and we need solutions. The teacher wasn't showing up and we need to do better. There are not enough special education teachers. The teachers we have are tired and overworked.

Dr. Guy Francis stated the cannon outside has no tires and it is a safety hazard; someone will get hurt. He thanked Mrs. Brens-Watson for speaking about the 7<sup>th</sup> period stipends. He hopes it struck with the UTEA because it is theft of service. It is on Dr. Taylor and Mrs. Koon to go back and get the money; you can't pay people for not working. You handed a good contract to the UTEA. Thank God we got the \$7.4 million.

Ann Margaret Shannon stated it is very sad about the French classes but it is a disserve to the public that it was walked on the agenda.

MOTION TO ADJOURN:

There being no further business before the Board in public session it was moved by Ms. Carbonell, seconded by Mrs. Brens-Watson, that the meeting be adjourned at 9:45 p.m.

AYE: Mrs. Brens-Watson, Ms. Carbonell, Mrs. Minneci, Mr. O'Shea,  
Mrs. Regis-Darby, Ms. Santana, Mrs. Scott-Hayden, Mrs. Williams, Ms. McKenzie

NAY: None

ABSTAIN: None

MOTION CARRIED

RESPECTFULLY SUBMITTED,

*Yolanda Koon*

YOLANDA KOON  
BOARD SECRETARY

