

UNION TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES – JANUARY 17, 2017

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, January 17, 2017 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. McDowell called the meeting to order at 7:03 p.m.

PRESENT AT ROLL CALL:

Mr. David Arminio, Dr. Guy Francis, Mr. Ron McDowell, Mrs. Nancy Minneci, Mr. Jeffrey Monge, Mrs. Nellis Regis-Darby, Mrs. Mary Lynn Williams, Mrs. Nancy Zuena

ABSENT AT ROLL CALL:

Mr. Vito Nuffrio

ADMINISTRATORS PRESENT:

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

ALSO PRESENT:

Mr. Paul Griggs, Esq.

Mr. Arminio 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 PUBLIC ON RESOLUTIONS:

None

APPROVAL OF MINUTES:

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

1. November 7, 2016 – Worksession
2. November 7, 2016 – Executive Session #1
3. November 7, 2016 – Executive Session #2
4. November 15, 2016 – Regular meeting
5. November 15, 2016 – Executive Session

DISCUSSION:

None

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

NAY: None

ABSTAIN: Mrs. Minneci, Mrs. Williams

MOTION CARRIED

COMMUNICATIONS:

Mr. Arminio stated there is no chairperson for Communications but most of these items we'll hear in different resolutions during the course of the agenda, most of them in the Personnel section.

REQUEST FOR EXTENSION OF LEAVE – JARAMILLO

Request for extension of medical leave from Ines Jaramillo, math teacher-Union High School, through April 30, 2017.

REQUEST FOR EXTENSION OF LEAVE – REGUINHO

Request for extension of unpaid maternity FMLA/NJFLA from Jennifer Reguinho, kindergarten teacher-Hannah Caldwell Elementary School, with a return date of April 11, 2017.

REQUEST FOR LEAVE – CERCIELLO

Request for maternity/unpaid FMLA/NJFLA leave from Michele R. Cerciello, physical education and health teacher – Union High School, from January 3, 2017 through November 1, 2017.

REQUEST FOR EXTENSION OF LEAVE - STEEB

Request for extension of unpaid medical leave from Linda Steeb, math teacher-Kawameeh Middle School, with a return date of April 3, 2017.

REQUEST FOR LEAVE – DOWLING

Request for maternity/unpaid FMLA/NJFLA leave from Nikki Dowling, English teacher-Kawameeh Middle School, from April 3, 2017 through June 30, 2017.

LETTER OF RESIGNATION – FIGUEROA

Letter of resignation from Nella Figueroa, café aide-Hannah Caldwell Elementary School, effective December 23, 2016.

REQUEST FOR EXTENSION OF LEAVE

Request for extension of unpaid medical leave from Maria Matos, teacher assistant-Battle Hill Elementary School, through March 3, 2017.

REQUEST FOR LEAVE – SCHOENBERGER

Request for paid FMLA/NJFLA medical leave from Nancy Schoenberger, music teacher-Kawameeh Middle School, from January 3, 2017 with a tentative return date of February 6, 2017.

REQUEST FOR CONTINUATION OF LEAVE – STEWART

Request for continuation of leave of absence from Dorothy Stewart, security officer-Jefferson School from January 4, 2017 with a tentative return date of April 1, 2017.

REQUEST FOR LEAVE – KOHN

Request for unpaid FMLA leave from Lauren Kohn, resource teacher-Burnet Middle School, from December 20, 2016 with a tentative return date of February 6, 2017.

LETTER FROM STATE OF NEW JERSEY

Letter from the State of New Jersey regarding Public Agency Compliance Officer.

REQUEST FOR LEAVE – DESROSIERS

Request for paternity leave under FMLA/NJFLA from Johnny Desrosiers, security officer-Union High School from February 11, 2017 through April 7, 2017.

REQUEST FOR LEAVE – FOX

Request for unpaid FMLA medical leave from Patricia Fox, transportation department, from January 23 2017 with a tentative return date of March 1, 2017.

REQUEST FOR LEAVE – TORRES

Request for paid maternity and unpaid FMLA/NJFLA leave from Yahari Torres, English teacher-Union High school, from February 10, 2017 with a tentative return date of May 22, 2017.

REQUEST FOR EXTENSION OF LEAVE – O'HOLLA

Request for extension of unpaid non FMLA/NJFLA maternity leave from Laura O'Holla, teacher-Jefferson School, through June 30, 2017 with a return date of September 1, 2017.

SUPERINTENDENT'S REPORT:

Mr. Tatum stated this evening we have three presentations:

1. Presentation by Linda Ionta, Director of Athletics
2. Presentation by Ron Rago, Supervisor Art/Music
3. Presentation by Supervisor Joseph Seugling, Special Services
4. Vandalism and Violence Report and Harassment, Intimidation and Bullying Report

Mrs. Ionta stated good evening - Mr. Tatum, Mr. McDowell, Board of Ed members, Central Office Staff and the parents and also all the musicians and artists in the room, I am Linda Ionta, The Director of Health, Physical Education, Nurses and ROTC. Brochure attached to minutes.

Physical Education and Health is offered to all students grade K – 12. The Department of Education requires students to take a minimum of 150 minutes of Physical Education and Health per week. All Elementary students also have recess daily.

Grade 9 Health – Drugs and Alcohol

Grade 10 Health - Driver Education. We offer the 30-hour class and administer the State Driver Education Test. The students who pass receive their blue card which they take it to motor vehicles and they get their Permit. This doesn't mean they can drive right way, they need to do a 6-hour course to before they drive. You don't need to take them to the motor vehicle to take the written test. Passing this class also give them a 10% reduction on their car insurance. Any parent here who is interested in that and need to get a copy of that, just contact my office and we will give you a certificate and you can give it to your insurance company for the reduced rate.

Grade 11 – First aid and CPR which meets the requirement of the NJDOE which just changed recently.

Grade 12 – Family Living and the Flour Baby Project. The baby project for some of those who don't know is the students make a baby out of a 5-pound bag of flour and they do a project where they carry that around and get a partner and we use that to really deter them from teenage pregnancies.

Physical Education Teachers participated in a townwide activity day in conjunction with the Union Police which was a success.

We also participate in Project Unify which is a Special Olympics for the student in the Union Schools.

We have 12 Certified Nurses in our district. Union High School and Burnet Middle School have 2 nurses in their buildings.

The Nurses started a new series due to Mrs. Moses. They will present twice throughout the year. We just had one which was hosted at Jefferson. It was pretty well attended. We would like to have more people attend those things. This is a time when the nurses will present relevant topics to the parents as well as giving the parents an opportunity to ask questions. There are usually 4-5 nurses in attendance.

We currently have 800 athletes over the three seasons. We offer 23 Sports and 55 teams. Many of our student athletes have received all conference, all-county and state honors.

This fall we had a dinner for our athletes. Any athlete who had a 3.3 or better GPA, the Olive Garden presented us with a full dinner. We had it here in the library and it was a wonderful night. They will also do that again for us in the spring.

Union High School and our Athletic Department host the Union County Sportsmanship Workshop this past Fall and Winter. We will also do this again in the Spring. Where three team leaders come from every single school and sport and there are about 700 athletes and we have a presenter and we talk to the kids, relate to the kids what it means to have good sportsmanship, to

get to know other kids from other schools and to treat each other the way we should. It has really been working out well.

The Union High School twirlers – have received over 80 awards as a team and individuals. They were also featured on Channel 1 news.

Currently we have 6 Football Players which were offered college scholarships (Rutgers, Lincoln, Clarion and ASA). We expect another 3-4 to come through over the next couple of weeks. Scholarships go by season. Right now the main focus is football, we will have a couple of Division II scholarships for soccer coming in. It is an exciting time for these kids. Once we get names and where everyone is going, we will publicize all of that. They are all in the mix of being recruited.

Recently the ROTC took two first place medals at the Central Regional High School and the Delsea High School Drill Meets. Everyone is really doing the best they can in performing and really making us proud.

That is just a brief overview of athletics, health, phys ed, nurses and the ROTC. Thank you.

Good evening: I'm Ron Rago, the Supervisor of Visual and Performing Arts, grades K-12. Our Township of Union Visual & Performing Arts Department offers a comprehensive array of courses for ALL students, grades K-12.

Students receive instruction in General Music and Art beginning in kindergarten and continuing through grade 8. As an introduction to their instrumental music training which begins in grade 3, students learn the recorder in their 2nd grade general music classes.

Students in middle school have the option to continue their musical training by enrolling in advanced choral or instrumental ensembles. Both middle schools perform a theatrical production yearly in preparation for their participation in our nationally recognized high school Theatre Arts program.

In high school, we offer courses that are designed to further develop skills in Art, Music and Drama. We have 12 art and music staff members at the high school level teaching courses which include Digital Photography, Musical Theatre, Music Theory, Jazz Ensemble and Fashion/Design. We have a multi discipline A.P. Art Studio class, A.P. Photography, Advanced Musical Theatre, and A.P. Music Theory in addition to our comprehensive list of course offerings.

Our Music program is second to none. We offer Band, Orchestra and Choral training beginning in grade 3, Jazz Ensemble in both middle schools and in the high school, have a competitive high school Marching Band and Swing Choir, and perform middle school and high school theatrical productions yearly. Many of our groups have performed in venues throughout the United States and Canada and have won numerous awards for their high levels of achievement.

Our Art students enter contests throughout the year and have the option of painting sets and scenery for our Theatrical Productions. Many students go on to study art in college and some are now presently teaching art in district.

Whether students are presently involved in the arts or just wish to explore, we offer courses that will both stimulate and cultivate their interests.

I would now like to introduce Ms. Marianne Deczynski and her elementary percussion ensemble. Following their performance, Mr. James Mosser and Ms. Laura Muller will continue the presentation and you will have the pleasure of viewing an excerpt from the HS production of Cinderella. Please sit back, relax and enjoy the remainder of our presentation.

Ms. Deczynski stated I teach instrumental music at both Washington and Battle Hill Schools. The students performing today are 4th graders from Washington School. Each one of these students also plays an instrument in either the band or orchestra. The students rehearse two days a week during our lunch period. Most of the music that we play are the style of the music of West Africa. It is layered in three parts with each group of instruments playing a different part. This is the second year I had this program and it is the result of a grant that I received from the Union Township Education Foundation. We also received some drums that we are not using today. This year I was awarded the same grant for Battle Hill School where I run a similar program. Music education is extremely important at the elementary level. In a recent study involving thousands of people from birth to age 90, Nina Krause, a professor at Northwestern University, demonstrated a strong relationship between playing music and language development. She states that students who have at least two years of instrumental music instruction can better distinguish between speech sounds resulting in higher reading scores. Math skills are reinforced and developed through dividing beats, identifying patterns and interpreting symbols. The Washington School percussion ensemble will now perform Crunchy Crunchy Crunchy, this selection is a style of music from the Caribbean. We hope you enjoy our performance. They learned this last week so we have not had a lot of practice on this one.

Presentation by 4th graders at Washington School.

Mr. Mosser stated I'm the Director of Theater at Union High School and I just wanted to talk about some of the other things that we offer in district starting out with the visual art activities. In middle school we offer a visual arts program where 6th and 7th grade students are able to take a cycle course exposing every student to the opportunity to experience all the elements and design and then in 8th grade they can take a course that is either a yearlong elective or a semester elective. That helps prepare students for the high school level courses and potentially becoming an artist later in their own life.

Also at the middle school level, we have two fantastic productions coming up. The first is the production of the Lion King Jr. at Kawameeh Middle School and at Burnet Middle School the production of the Little Mermaid Jr. Please check that out. Brochure attached to minutes.

Laura Muller stated I just want to tell you about the high school programs. We offer a variety of course work with the 12 instructors between art and music and theater that are at the high school. Your students can enroll in anything from general art to AP photography to advance musical theater to jazz band, chorus and all of the course listings approximately 1150 students take advantage of our visual art classes at the high school. The instructors are extremely talented and very diverse and bring a lot to the table in terms of skill sets. We also have some examples of some work from our ceramics class. The students are very creative in what they are able to do and they accomplish a lot and it is awesome to see what they can create.

Additionally we have extremely prolific instructor of AP studio art and what her students accomplish is a one or two-year course depending on the course of study. At the end of the course of study they will be taking the AP studio art which is a portfolio assessment of their body of work and as you can see the art they accomplish is incredible. They develop these portfolios and study and learn the forms of all of this so they can accomplish this. They have been honored at art festivals and shows and they have gone on to pursue things at different art institutes across the country. It is a very wonderful program if your students are into the visual arts.

As you know we have prolific music and theater department starring a few of our very talented students. We offer a variety of instrumental vocal classes, also theater classes. Anyone who wishes to take the entry level classes such as regular musical theater, concert chorus, music theory and concert band – all they need to do for that is sign up for the courses. If you are enrolled in a concert band, you obviously need to play an instrument ahead of time or the orchestra. If they have an interest in singing or in theater, they should really take those classes and get involved because it is a great group of kids and you will learn a lot of materials.

We also offer advanced level courses such as wind ensemble, jazz ensemble, AP music theory, advanced musical theater and show choir. Those classes really get into the technical element of the genres that they study. If your students are interested in advanced course of study, that is what they can enroll in. Those courses require either an audition or permission of the teacher recommendation but it is the next level of learning. The students you see here are actually enrolled in a class like that right now or will be in their future. This is a really awesome program.

We also have a marching band which is pretty good. They have constantly been recognized throughout my 15 years as their director and it is one of the top programs in the State. In 2014 they were state and national champions and that was a very incredible experience for our students. We also have a nationally ranked color guard and they have a winter guard season and part of the marching band in the fall. They were three time national champions. If your student and even if they have no idea how to spin a flag and they want to get involved, they are more than welcomed. In marching band, we take beginners. If you don't play an instrument and you really want to and you have the drive and determination, you can be part of the marching band.

Mr. Mosser stated I am the Director of Theater at the high school and I run the Union High School Performing Arts Company. Over the last 10 years we had some great successes. Most specifically we compete in what is called the "Rising Star Awards" through the Paper Mill Playhouse. In those Rising Star Awards, we have consistently been nominated as one of the top

schools out of the 100 schools in the State of New Jersey. We have been featured and recognized across the entire country. We have been featured in the New York Times. We have a documentary that is coming out on public television this season that was them following us through our process that we did – Mary Poppins. We are very proud of the work of our students. We also have the distinction of having the current record with the Rising Stars. We won nine awards in one evening for one show which is pretty incredible considering the fact that out of the 100 schools that is up for those awards, sometimes schools don't even get a nomination, no less win 9 out of 16 categories in one evening. Again, we are very excited about that. We have over the years been nominated for over 100 awards and we have won 28 of them. As I was told earlier, not forgetting the lovely and talented Jennifer Williams (inaudible).

This year we presented our first show of the season and that was "Footloose the Musical" and I know I saw a few Board members at the show and we always appreciate the support. Footloose is a pretty cool show that gave the kids a chance to work on some more modern popular material. From that production students who go through our program get an opportunity to not only learn about how to sing, dance but also how to do things like hang lights, build scenery and in my personal opinion how to become a team player and maybe a better person when they finish the program. We get to interact with some pretty cool students and we spend a lot of time together and these students are extremely hard working. It brings a tear to my heart when I think about the amount of work they put in over the course of the production and see what they can do.

The next show we have coming up – our big spring musical is Rogers and Hammerstein's "Cinderella" and it hasn't been around as long as you would think. It was on Broadway in 2013 for the first time and now we are getting a chance to bring it to light here. It is a big departure from what they did in the fall. Now you will get a chance to meet the company of Cinderella and this is their first public performance and they will be performing "Ten Minutes to Go" for you.

Presentation by cast.

Mr. Mosser stated we would like to thank you, the Board of Ed and everyone here for indulging us for the few minutes we got to share with you what we do in the visual and performing arts department. We love what we do and we feel fortunate to be here with you guys and to feel the support that we always get from you and thank you again letting us perform this evening.

Mr. Tatum stated I would like to acknowledge the hard work of our Supervisor, Mr. Ron Rago. Thank you very much.

Mr. Seugling stated good evening to members of the Board of Education, staff, parents, and students. Tonight I will present a brief description of the Department of Special Services, its role and function, and the duties of staff that comprise the department. I will speak to the process of referral to the department, special education, and supports available to students in schools. I will conclude with a brief overview of programs, actions undertaken by the Department to meet student need, as well as outcomes of students that have received services from the Department.

In general, The Department of Special Services provides support to students identified as eligible for special education and related services. These supports may manifest in many different forms based on student need, and require the efforts of building principals, vice principals, supervisors, teachers, and staff to ensure required supports are provided. Collaborative meetings regarding scheduling, staff needs, and program needs are held to strengthen programming and support students.

The Department of Special Services is comprised of special education teachers, paraprofessionals, school psychologists, learning disability teaching consultants, school social workers, speech language specialists, occupational therapists, physical therapists, and administrative support staff. The services of these staff members are employed once a student is identified as eligible for special education and related services, after a process of referral and eligibility is completed. This process of referral and eligibility is available for students as young as 3, and up until graduation from high school. Students are referred to the Department of Special Services by a guardian or school staff member, and are usually referred due to academic, behavioral, health, or emotional needs that may impair the progress of a student in the classroom. If a student is referred to the Department of Special Services, and found eligible for special education, an Individualized Education Program is developed which specifies the needs of the student and the required supports to be programmed for the child to progress in the classroom. The types of services required will vary from child to child based on need. The generation of the Individualized Education Program, (or IEP), requires a meeting between the guardians of the student, a case manager, the general education teacher of the student, a special education teacher, and sometimes the student for educational progress, in order for stakeholders to share information and generate a plan.

The determination of necessary supports and services to meet student need will be driven by two factors:

1. The provision of a Free and Appropriate Public Education
2. Education in the Least Restrictive Environment.

It is with these mandates that educational supports are provided across a continuum of programs in schools, and decisions made regarding what program a student requires must consider education with general education peers before more restrictive settings that allow less access to general education students, based on student need.

If student needs are unable to be met in the general education classroom, a smaller group classroom or separate program may be considered. The availability of program options allows for the education of students in their home school and with general education peers to the maximum extent possible. Programs available in district to meet student needs include the In Class Resource Program, where a regular education teacher and a special education teacher work together to instruct all students in class, Support in the regular education classroom with the use of a Teacher's Assistant, the Resource Pull Out Program, which provides smaller group instruction for special education students for a single subject, or the Self Contained programs, which serve to address the similar needs of special education students throughout the school day. At the secondary level, programs are available for students in math, English, science and social

studies in the regular education classrooms. Self-contained programs at the secondary level including programs specifically for students with autism, behavioral disabilities, learning/language disability, mild cognitive impairment and multiple disabilities. These programs allow the pairing of student needs of students whether they be learning, emotional, social, behavioral or communication in nature.

The IEP may require the provision of related services to meet student need. These related services may include Speech and Language instruction, physical therapy, occupational therapy, counseling, or consultation to teachers. Speech Language Specialists, Physical Therapists, Occupational Therapists, School Psychologists, and Learning Disabilities Teacher Consultants are assigned as needed to meet identified student needs. Related services may be provided to individual students, in a small group format, in the classroom, or outside of the classroom.

Paraprofessionals may be assigned to classrooms to assist teachers in the instructional activities or to meet the needs of a single student or small group of students. These paraprofessionals serve to ensure that students are assisted as needed and instructional goals are reinforced.

Trainings are provided to specific department staff as needed, and have included, but are not limited to: assistive technology, FM systems, nonviolent crisis intervention training, Verbal de-escalation strategies, dyslexia, suicide prevention, Hoyer Lift, student transfer training, CPR training, and behavioral supports. The provision of training results in an ever increasing, and required, skill set for staff to meet individual student needs in the course of the school day and beyond, as when staff assist students in utilizing district transportation services or participation in extracurricular activities.

The goal of the district to provide required supports and programs for students is one that requires the collective efforts of staff across multiple buildings and academic departments. The effect of these efforts is in evidence through the availability of many different programs to support students identified as eligible for special education during the school day. These efforts have resulted in increased student access and support in classes and programs in school, including enrollment in the Honors programs, foreign language classes, financial literacy classes, extracurricular activities, vocational programs, cosmetology, math, science, English and social studies classes and educational opportunities such as Community Based Instruction.

Community Based Instruction is an initiative to provide students of high school age, in select Self Contained programs, the opportunity to perform job related tasks in community businesses in a small group format, and bring classroom content into environments that students will negotiate outside of the school day. Students are expected to perform the duties of an employee, under the direction of district staff. Students are challenged to show independent, organizational, and communication skills in the performance of the required tasks. Students are challenged to utilize skills learned in the classroom in the performance of the occupational activity. Community Based Instruction is currently performed at Stop & Shop, Kean University, Mr. Nino's Pizza, and Bob's Stores. Teachers trained to perform CBI require 7 days of professional development. This program is expected to grow in future school years to provide more intensive, 1:1 services for students in their final year of high school, where students will be

provided a Structured Learning Experience in a business or field that they have identified as a career interest and are likely to gain employment after graduation from high school.

Post-secondary outcomes for graduates from the high school have included placement in two and four-year college programs, military service, technical schools, and employment. Linkage with state agencies and resources that support students in their post-secondary pursuits and interests is facilitated through transition coordinators, case managers, families, and students as part of the IEP process and the transition plan of the student. Further, recent district initiatives and approval of Community Based Instruction grants has allowed for the additional assessment of student transition needs, training, and counseling services provided to district students.

Future goals of the Department include expansion of behavioral supports in the school secondary level where administration has identified concerns of behavior and school discipline to support students in negotiating the demands appropriate to their age level. (inaudible) We want to continue Project Unify which has allowed for the integration of special education and regular education students in various activities during the school day and also other field day opportunities.

Thank you for allowing me to present an overview of the Department of Special Services, how student needs are identified and met in the Township of Union Public Schools, and programs that the district has in place to meet student needs.

The Department webpage is a resource and has information on it which is applicable to regular and special education parents.

Mr. Tatum stated next on the agenda you will see the Vandalism and Violence Report and HIB Report. I will report on the monthly HIB but I have been advised that the State has come up with a different format for the quarterly report which will now be done next month.

For the month of December: Student Attendance: 94.6% and Staff Attendance 92.1%

Period one for the Violence and Vandalism Report – we are reporting on the following categories: Violence, vandalism, weapons, substance abuse and HIB for this period.

The violence for the first quarter we had a total of 18 and I compared it to last year at this time we had 22. We are down which is good news.

Vandalism was two for the first quarter and last year we were one. We are up one incident which is relatively flat.

Weapons were at one and last year we had five. We are down.

Substance abuse we have eight in total and last year we had four. We recognize this as an issue in the District and we have taken some steps to remedy the support that we need here at Union High School and one of those remedies is the fact that we now include another substance

awareness coordinator and other support staff to work with the students in that area. For the most part, we have seen a decrease in the number of areas that we reported on last year.

Accomplishments that this Board of Education, myself and the District administration have undertaken in the past two years; we think it is important that we share with you. You had the opportunity tonight to see some of the actual organizations and performances of our students. We are going to talk about the overview of the last two years.

Community Engagement:

- Co-sponsor Relay for Life to fight cancer in conjunction with the Township of Union and other community members and we have that planned again for June
- Work with corporate partners (Bed, Bath and Beyond, Best Buy and Comcast)
- Creation of a District Planning Committee consisting of parents, teachers and administrators responsible for setting short and long term plans for district

Just a few things that we have accomplished over the past two years are:

- New Mission Statement
- Dress Code Policy Revised
- Proposed District Slogan created
- Staff & Parent Surveys
- Working with Corporations
- Working with the community and district level staff to create a collaboration of ideas
- Improving Public Communications including a District Newsletter

You will see on our website there is a new section that talks about “What’s New With the U” which outlines the activities that are going on. I have two teachers that have been working with me throughout the course of the year to make that possible and we expect more to come.

Resource Development:

- Researching new funding opportunities to supplement tax dollars
- Actively applying for grants - focus on after-school and summer programs
- Started a District Grant Committee and a Grants sub-committee through Planning Committee which is now chaired by Assistant Superintendent Benaquista

Technology Improvements:

- Completed Technology Audit, and implementing audit recommendations.
- Hired a new Technology Director
- Creation of Technology Committees to ensure planning and implementation of cutting edge technology for our school district and that was spearheaded through the work of Mrs. Moses. One teacher committee and one administrative committee.
- Implementation of 1:1 Technology Initiative (Chrome books for each student) for the High School starting this school year and Pilot Program was also started earlier in the year where students had an opportunity to spend some time with the Chrome books and that was presented at a community meeting that we had here a couple of months ago with

many of the members of the Council of Union and the Mayor and the Board members here and other Town officials, the Town Administrator, and Freeholders got together and talked about the implementation of wi-fi throughout the community so that was introduction of how that program would work.

- Introduction of Google Classrooms

Leadership & Governance:

- Established long and short-term district goals. At our planning session we discussed those goals and then benchmarked and discussed and we will be doing that again next month
- Reorganization of administrative and teaching staff to be more reflective of the needs of each school building
- New High School Principal and Team
- Central Office re-organization
- Hired two new Asst. Superintendents, one to streamline district operations and the other to implement a cohesive K-12 curriculum and what that means is that Mr. Benaquista is our Director of Personnel, assumed the responsibilities in July as Assistant Superintendent of Operations and Personnel and freeing Mrs. Moses to be able to oversee all of curriculum K-12.
- New Business Administrator – Mr. Brennan joined us.
- Created new position - Director of Information Technology and Operations. I wanted to make clear that all of this was done within the actual budget that we had. We were actually able to save some money.
- New law firm – we have Mr. Griggs with us now
- Updated New Policies – thanks to the hard work to Mr. Arminio and his committee for their undertaking. We constantly receive updates from the State and Mr. Arminio and Mr. Benaquista and Mr. Nufrio provide updates.

Program of Curriculum Development:

- Instituted district planning committee – we have reinstated the middle school academy as a budgeted item. I want to share with you that when we instituted the middle school academy, those funds actually came in from the administrative office. When I mentioned that there was a reorganization of some of the funds and staff, the cost savings that we achieved through that reorganization went directly to the classroom for students. That also goes with a program that we put together afterschool programs last year and that money came from the elementary budget the prior year. We are taking those funds and putting them right in the classrooms for all the students.
- During the summer we put in camp intervention and i-Ready program. Mrs. Moses was instrumental in those two as well.
- Reinstatement of Middle School Academy as budgeted item – I want to take this opportunity to acknowledge the hard work of Mr. Harrell who is the academy administrator who worked very diligently to plan the curriculum for that program and certainly has put together a number of information sessions so that all the parents of both Burnet and Kawameeh middle schools would have an opportunity to partake in that program. The one thing that is nice about the program is we started it as a pilot this year

and there is certainly room to grow in that program and budgeting that program for next school year as well as other initiatives we would like to bring back to the District.

- The afterschool programs at the elementary schools that are in the second year now.
- The NJROTC received national recognition.
- Union High School Performing Arts and you saw them tonight and what a great job they do.
- High School moved up 40 points in NJ Rankings – Highest increase in the State of NJ – so we are really proud of that accomplishment
- In the last two years, implementation of the Project Graduation Program – we are able to have our high school students in a safe location on graduation night and this was started by one of our vice principals and really between she and the PTA – they really worked together very cooperatively and brought that program to fruition. It has proved to be a huge success. We will continue that program for this year.

Marketing & Communications:

- District Slogan through Planning Committee— "For U, With U. Excellence is the ONLY Options" and implemented a Logo contest — Winners in each school
- Continuing to improvements to the website – we are trying to get more information on there more quickly so that the public and the parents are more aware of those items that we are undertaking within the District
- Board leadership open for public comments at Board Meetings
- We reinstated under Mr. Arminio's leadership the Board liaisons for PTAs to the schools. We continue to come up with different programs
- Transparency in appointing new board member when a vacancy occurs. They have started to make those meetings public giving you an opportunity to see who their new Board member candidates are and what their positions are.

Fiscal Improvements:

- This year and for the first time we are planning and working on a zero based budgeting and we are trying to reallocate the allotted money to provide more opportunities to our students and staff and we think that is the appropriate way to go. If you look at the fact that we only have a 2% increase allowed each year by law and flat State aide in order to continue to make the District grow, we had to do an analysis of our budget and look at where money is being spent and try to reallocate it for the benefit of our students and staff.
- The Board of Education has taken over review of Request for Proposals for contract services to increase competitive bidding and save the district thousands of dollars. An ad hoc committee was put together of all of the chair committees to work collectively to ensure that we get the very best for our tax dollars in Union.
- We have been able to save approximately \$250,000 by selecting a different healthcare broker and they went through elongated process to make that happen but that is another area where money has been saved.
- Balanced budget and restored all district positions with no layoffs (all classroom assistants able to keep jobs) was an accomplishment and it was something that we worked very diligently on and I have to say that the Business Office and myself and Mr.

Benaquista really worked hard to make sure that we kept all of our staff for this school year and we are looking forward to doing the same thing for the coming year.

- Administratively we were able to successfully and I would like to thank Mr. Monge and his Committee for this because it really was his undertaking – we were able to gain \$5 million of capital project dollars for district use from the original Jefferson Middle School funding. Now that money can be reallocated to do other capital projects in the District. I thank that committee and Mr. Monge.
- Identified and repositioned unused dollars from budget line item analysis to critical capital projects amounting to approximately \$1 million. We are trying to make the very best use of the dollars that we have available to us.

Upcoming Events:

- Relay for Life will be June 3, 2017.
- The Middle School Academy in both Burnet and Kawameeh began January 11, 2017
- The next Planning Committee Meeting will be held Tuesday, January 31st at 6:30pm in the Administration Building

All the initiatives that we have put together are only just fundamental pieces for a very ambitious agenda that we took two years ago and we knew the time was going to be ambitious and we have another plan in front of us and we are undertaking and we will continue to move this District forward and make improvements to our school system and to make it for the betterment for everyone that is connected here and we always welcome members of the community and members of the staff to join us so all voices are heard and we collectively do this together. Mr. Benaquista has one presentation that he needs to make and it is in connection with his grant committee.

Mr. Benaquista stated this is our second public meeting that we are recognizing some of our teachers, faculty members that were awarded grants. I will start doing this on a regular basis as we get awarded grants. It is a way for me to thank the employee for spending that little extra time applying for the grant which is directly helping our students. Like Mr. Tatum said with our funding being flat lined it gets tougher and tougher. We are starting to attack more grants to bring them to our District and directly help our students.

I am going to recognize three people, Jonathan Figueiredo, one of our science teachers at the high school, thank you for your hard work. Along with two colleagues Troy Marchall and William Dye received a grant from the Union Township Ed Foundation for supplying the grants to numerous teachers all year. Jonathan and his partners won a grant for “the most astounding fact: identifying the building blocks of the universe” and this activity is an experience designed to take the abstract concept of how the universe is created and formed and make it more relatable to the students.

As always our main goal is to provide as many grants and resources to our District and again to directly help the students. Thank you for bringing this to your students and to the students of the high school.

Mr. McDowell stated thank you Mr. Benaquista. It is great to hear all those observations and moving forward here in the high school. I think we are continuing to create a high school and school system that we are very proud of. We thank you and your staff for doing what you are doing.

EDUCATION/STUDENT DISCIPLINE COMMITTEE RESOLUTIONS:

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

E-1. ACCEPT VANDALISM AND VIOLENCE REPORT

That the Board accept the Vandalism and Violence Report for the first period of the 2016-2017 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 January 17, 2017.)

E-2. AFFIRM SUPERINTENDENT'S RESOLUTION OF HIB

That the Board affirm the Superintendent's resolution of Harassment, Intimidation and Bullying (HIB) conclusions for the period December 1, 2016 to December 23, 2016, in accordance with the information appended to the minutes.

E-3. APPROVE DVRS

That the Board approve Division of Vocational Rehabilitation Services (DVRS) to provide presentations to parents, staff and/or students, at no cost to the District.

E-4. APPROVE NONPUBLIC NCLB TITLE I AGREEMENT

That the Board approve the Nonpublic NCLB Title I Agreement with the Union County Educational Services Commission for the 2016-2017 school year, in accordance with the information appended to the minutes.

E-5. APPROVE CHILDREN OF EMPLOYEE TO ATTEND UNION TOWNSHIP PUBLIC SCHOOLS

That the Board approve children of Employee #8962 to attend Union Township Public Schools for the 2016-2017 school year, tuition free, in accordance with the information appended to the non-public minutes.

E-6. APPROVE TO HOST "UN Sung HERO" PROGRAM

That the Board approve to host the "Unsung Hero" program at Union High School, tentative date March 15, 2017.

E-7. APPROVE MATH CURRICULUM GUIDE FOR GRADE K (UNITS 3-4)

That the Board approve the Math Curriculum Guide for Grade K (Units 3-4) to complete Grade K Math Curriculum Guide, in accordance with the information appended to the minutes.

E-8. APPROVE NJ NONPUBLIC SECURITY AID PROGRAM AGREEMENT

That the Board approve the New Jersey Nonpublic Security Aid Program Agreement with the Union County Educational Services Commission for the 2016-2017 school year, in accordance with the information appended to the minutes.

DISCUSSION:

Mr. Arminio stated E-6. It is moving along and I think we mentioned it already the "Unsong Hero" and it is great that we as a Town and District are hosting the Unsong Hero program this year and I think that is something that we should be really proud of. Mr. McDowell stated I think it is another fine example for our students.

AYE: Mr. Arminio, Dr. Francis, Mrs. Minneci, Mr. Monge, Mrs. Regis Darby, Mrs. Williams, Mrs. Zuena, Mr. McDowell

NAY: None

ABSTAIN: None

MOTION CARRIED

FISCAL AND PLANNING COMMITTEE RESOLUTIONS:

Mr. Monge stated before I start I want to point out that we have not received back-up for F-12. Mr. Brennan stated it was a miscommunication and we are going to get the back-up for F-12 but we are not going to vote on it tonight so we are going to table it. Mr. Monge stated so we will table F-12.

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

F-1. ACCEPT TREASURER'S REPORT

That the Treasurer's Report dated December 31, 2016 be accepted.

F-2. ACCEPT SECRETARY'S REPORT

That the Secretary's Report dated December 31, 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 December 31, 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 December 31, 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 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 CONTRACTS AND/OR PURCHASES

That the Board approve the following 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
Burnet Middle School	Music	Music in the Park – Festival of Music	\$4,935.00
Burnet Middle School	Music	Villani Bus Co – Dorney Park	\$3,211.00
Union High School	2077/UHSPAC	World Stage – main lighting rental package for “Footloose”	\$4,200.00
Union High School	2046/Key Club	NJ District of Key Club – payment of district convention registration	\$6,500.00 (maximum)
Union High School	2061/Cosmetology	IBS New York – payment of trade show field trip	\$1,900.00
Union High School	2077/UHSPAC	Home Depot Credit Services – payment for scenery for “Footloose”	\$5,381.02

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

That the Board approve amended 2016-2017 out-of-district student placement list, in accordance with the information appended to the minutes.

F-11. ACCEPT DONATIONS

That the Board accept the following donations:

From	Amount/Item	For Use By
Smashburger	\$450.00	Union High School
Burnet Middle School	\$12,163.00 (fundraiser)	Burnet Middle School
LifeTouch National School Studios	\$1,183.00	Jefferson School

F-12. Agenda item tabled (increase in P.O.).

F-13. APPROVE TRANSFER FROM CAST (ENTERPRISE FUND)

That the Board approve transfer from CAST (enterprise funds) to undesignated capital reserve and appropriated in a subsequent year budget, in the amount of \$849,955.63, as of December 31, 2016.

F-14. APPROVE TRANSFER FROM ESCROW DEPOSITS (FIDUCIARY FUNDS)

That the Board approve transfer from escrow deposits (Fiduciary Funds) to debt service as a reserve to pay debt service and appropriated in a subsequent year budget, in the amount of \$26,309.98, as of December 31, 2016.

F-15. APPROVE TRANSFER FROM JEFFERSON SCHOOL PROJECT UNEXPENDED APPROPRIATIONS

That the Board approve transfer from Jefferson School Project unexpended appropriations to undesignated capital reserve and appropriated in a subsequent year budget, in the amount of \$4,800,000.

F-16. *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.

F-17. APPROVE APPLICATION & CERTIFICATE FOR PAYMENT #1 – COSKEY

That the Board approve Application & Certificate for Payment #1 to Coskey Electric Systems, in the amount of \$123,299, with respect to the Burnet Middle School Intercom System Replacement Project, in accordance with the information appended to the minutes.

DISCUSSION:

Mr. Monge stated two pieces that me and Mr. Brennan spoke about this prior to the start of the meeting. F-15 – one thing that we said about the remaining \$51,000 or so. Mr. Brennan stated the \$262,000 coming from the SDA as reimbursement because that was a rod grant. Mr. Monge stated just to let everyone know that we are approving the \$4.8 million and when the rest of the money comes in and we are basically settled per say. We are going to take all the money that we have in that account and transfer over to capital reserves and then close out that line. Mr.

Brennan stated that is correct except for the interest that was earned in that account; that has to go to debt service.

Mr. Monge stated Mr. Benaquista is going to make another point and there was one other item. Mr. Benaquista stated F-6 – the backup does not reflect what was discussed at the worksession. The two that we are not moving forward with we are going to look at some of things that we will bringing them in instead of sending them out so that backup is going to change. IMSE will be removed and we will work on doing it in training and have it brought into our District.

Mr. Monge stated I can't recall exactly why we didn't vote on F-17 – I think there was something we were waiting for. I think it was a conclusion on the dollar amount. Mr. Brennan stated the work had to be completed. Mr. Loessel stated the wiring on the elevator shaft and since then moved all of them and we are in good shape.

Mr. Monge stated so to conclude we are excluding F-12 and exclude the two items in F-6 attachment.

AYE: Mr. Arminio, Dr. Francis, Mrs. Minneci, Mr. Monge, Mrs. Regis Darby,
Mrs. Williams, Mrs. Zuena, Mr. McDowell

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 pursuant to N.J.S.A. 18A:41-1 and P.L. 2009, Chapter 178, the Board 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 CHANGE ORDER #1 – BOILER REPLACEMENT – UHS

That the Board approve Change Order #1 – Boiler Replacement at Union High School, to install two (2) sump pumps, in the amount of \$26,024.00, in accordance with the information appended to the minutes.

O-3. APPROVE ENTERING INTO CONTRACT WITH WILLIS OF NEW JERSEY, INC.

That the Board approve entering into a contract with Willis of New Jersey, Inc. for the period February 1, 2017 through June 30, 2017, to provide health insurance brokerage services at a cost of \$54,167, for the following reasons: positive references; reputation and experience in insurance field, reasonable fee; and previous Board/District experience.

O-4. APPROVE EI ASSOCIATES TO PREPARE LONG RANGE FACILITIES PLAN UPDATE

That the Board approve EI Associates to prepare Long Range Facilities Plan Update, in accordance with the information appended to the minutes.

DISCUSSION:

Mr. Monge stated O-4 – I want to elaborate on that. One of the things that we had talked about for quite a while is a long-range facility plan update. Thank you Mr. Brennan for getting this done. We have a plan that is years old. We talked about trying to make improvements to our schools but one of the things that we need to do first is to assess what the issues are in all of our facilities. What this agreement will allow for is to have someone come in and assess all of our facilities, tell us where we need our improvements, do a cost estimate of that, upgrade our long-range facility plan and input it into the New Jersey Department of Education website which is something that is mandatory for us to do. They are also going to look at educational space plans so essentially they would go into our schools and look at how we can potentially optimize the space we have. As we sit here in this huge library that arguably some will say is antiquated and hopefully we will get some ideas out of that plan.

Mrs. Minneci stated O-3 – this is just for this year until June? Mr. McDowell stated yes. Mrs. Minneci stated and then it will be reevaluated. Mr. McDowell stated it will be reevaluated and possibly continue.

Mr. Monge stated as we conclude with these items, how much do we actually spend to go through this legal process? What did we incur based on this? Mr. Griggs stated we spent about \$5500. Mr. Monge stated just to confirm and BGIA didn't even submit a proposal. Mr. Griggs stated BGIA who was the company who brought the case against the School Board did not submit a proposal. They did receive the Request for Proposals as did five other vendors but they did not submit a proposal. Mr. McDowell stated not bad but it could have been used in other ways. Mr. Monge stated I thought it would be more than that but we definitely could have better use for that money.

O-1, O-2, O-4

AYE: Mr. Arminio, Dr. Francis, Mrs. Minneci, Mr. Monge, Mrs. Regis Darby,
Mrs. Williams, Mrs. Zuena, Mr. McDowell

NAY: None

ABSTAIN: None

MOTION CARRIED

O-3

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

NAY: None

ABSTAIN: Mrs. Minneci, Mrs. Williams

MOTION CARRIED

PERSONNEL COMMITTEE RESOLUTIONS:

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

P-1. APPROVE PERSONNEL ACTIONS

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

P-2. AMEND SUBSTITUTE LISTS FOR 2016-2017

That the Board amend Substitute Lists for the 2016-2017 school year in accordance with the information in the hands of each Board.

P-3. ACCEPT LETTERS OF RESIGNATION/RETIREMENT

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

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Reason</u>	<u>Notes/Corrections</u>
Figueroa, Nella	Café Aide	HC	12/23/16	Resignation	

P-4. APPROVE LEAVES

That the Board approve leaves for the following staff:

Name	Position	Location	Leave Dates	Leave Type Regarding updated info only.	Notes/Corrections
Jaramillo, Ines	Teacher-Math	UHS	Ext. of Leave though 4/30/17	Extension of paid medical leave. Non FMLA	Org. Leave eff 10/18/16
Reguinho, Jennifer	Teacher-Kindergarten	HC	Ext. of Leave through 4/10/17	Extension of Unpaid FMLA/ NJFLA Maternity Leave now through 4/10/17	Org. Leave from 11/4/16
Cerciello, Michelle	Health/Phys Education Teacher	UHS	1/3/17-11/1/17	Paid Maternity and unpaid FMLA/NJLA Leave	
Steeb, Linda	Teacher-Math	KMS	Ext. of Leave through 4/1/17	Extension of unpaid non FMLA medical leave now through 4/1/17.	Org. Leave eff 9/1/2016
Dowling, Nikki	Teacher-English	KMS	4/3/17-6/30/17	Paid Maternity and unpaid FMLA/NJLA Leave	
Matos, Maria	Teacher's Assistant	BH	Ext of Leave through 3/3/17	Extension of unpaid non FMLA medical leave	FMLA time exhausted. Org. leave 9/1/16

Stewart, Dorothy	Security Officer	Jeff	Ext of Leave through 3/31/17	Extension of unpaid non FMLA leave. Return of 4/1/16.	Org. Leave 1/1/16
Kohn, Lauren	Teacher-Resource	BMS	12/20/16-2/3/17	Unpaid FMLA Leave. Tentative return of 2/6/17	
Desrosiers, Johnny	Security Officer	UHS	2/11/17-4/7/17	Unpaid paternity leave under FMLA/NJFLA	
Fox, Patricia	Transportation	Transportation	1/23/17-2/28/17	Unpaid FMLA medical leave. Tentative return date of 3/1/17	
Torres, Yahari	Teacher-English	UHS	2/10/17-5/19/17	Paid ,maternity leave and unpaid FMLA/NJFLA	
O'Holla	Teacher	Jefferson	Ext of leave through 6/30/17	Extension of unpaid non FMLA/NJFLA maternity leave through 6/30/17	

P-5. APPROVE GREGORY BRENNAN AS PUBLIC COMPLIANCE OFFICER

That the Board approve Gregory Brennan as Public Agency Compliance Officer (PACO) for 2017 at no cost to the District, in accordance with the information appended to the minutes.

P-6. APPROVE APPOINTMENT OF JULIA VICIDOMINI AS DISTRICT HOMELESS LIAISON

That the Board approve appointment of Julia Vicidomini as the District Homeless Liaison, effective January 1, 2017, at no cost to the District.

P-7. APPROVE LOURIVAL BAPTISTA NETO, MD

That the Board approve Lourival Baptista Neto, MD to provide psychiatric evaluations at a rate of \$1,100.00 per evaluation for the 2016-2017 school year, not to exceed \$3,300.00, in accordance with the information appended to the minutes (Acct. #11-000-219-320-01-19).

DISCUSSION:

None

AYE: Mr. Arminio, Dr. Francis, Mrs. Minneci, Mr. Monge, Mrs. Regis Darby, Mrs. Williams, Mrs. Zuena, Mr. McDowell

NAY: None

ABSTAIN: None

MOTION CARRIED

POLICY COMMITTEE:

Mr. Arminio stated basically the only change is to allow for a Technology Committee so we can have a chairperson for the Technology Committee and that person and the committee itself to give updates and evaluate suggestions.

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

POL-1. APPROVE REGULATION 9130 – COMMITTEES (UPDATED)

That the Board approve Regulation 9130 – Committees (updated), in accordance with the information appended to the minutes.

POL-2. APPROVE BYLAW 9130 – COMMITTEES (UPDATED)

That the Board approve ByLaw 9130 – Committees (updated), in accordance with the information appended to the minutes.

DISCUSSION:

None

AYE: Mr. Arminio, Dr. Francis, Mrs. Minneci, Mr. Monge, Mrs. Regis Darby,
Mrs. Williams, Mrs. Zuena, Mr. McDowell

NAY: None

ABSTAIN: None

MOTION CARRIED

RESIDENCY COMMITTEE RESOLUTIONS:

Moved by Mrs. Zuena, seconded by Dr. Francis, that the following resolutions be approved:

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

That the Board approve the list of students removed from the rolls [eight (8) students exited from December 1st through December 23, 2016 (3 from elementary, 1 from secondary and 4 from high school) or a total of thirty (31) students for the 2016-2017 school year] who are not domiciled in this school district and zero (0) students who will be allowed to complete the 2016-2017 school year, in accordance with the information appended to the non-public minutes.

R-2. APPROVE REMOVAL OF STUDENT

That the Board approve to remove student #280284 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 REMOVAL OF STUDENT

That the Board approve to remove student #230345 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 REMOVAL OF STUDENT

That the Board approve to remove student #231053 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 REMOVAL OF STUDENT

That the Board approve to remove student #260039 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 REMOVAL OF STUDENT

That the Board approve to remove student #180158 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-7. APPROVE REMOVAL OF STUDENT

That the Board approve to remove student #190151 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-8. APPROVE REMOVAL OF STUDENT

That the Board approve to remove student #186539 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-9. APPROVE REMOVAL OF STUDENT

That the Board approve to remove student #186571 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.

DISCUSSION:

None

AYE: Mr. Arminio, Dr. Francis, Mrs. Minneci, Mr. Monge, Mrs. Regis Darby, Mrs. Williams, Mrs. Zuena, Mr. McDowell

NAY: None

ABSTAIN: None

MOTION CARRIED

APPROVAL OF BILLS

Moved by Mr. Monge, seconded by Mr. Arminio, 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, Mrs. Minneci, Mr. Monge, Mrs. Regis Darby, Mrs. Williams, Mrs. Zuena, Mr. McDowell

NAY: None

ABSTAIN: None

MOTION CARRIED

UNFINISHED BUSINESS:

Mr. Arminio stated just for the Board members, this Saturday, January 21st, Ronnie and I are going to an all day workshop in Trenton to make ourselves better Board members. Mr. McDowell stated "Bargaining at the Table".

Mr. Arminio stated Linda Ionta's presentation – she doesn't give herself enough credit. For the last 18 years we have been running the County wrestling tournament here at Union High School which is a big undertaking and we just had the County tournament last Saturday. It is an all-day tournament and Mrs. Zuena should be very proud, her son Nick was the 152-pound County champion for the first time in a County Champion in the last 12 years. We also for many years have been hosting the regional wrestling tournament here at Union High School and it is this coming February 22nd, 24th and 25th. Another huge undertaking that Ms. Ionta runs and in my humble opinion have the best regional tournament in the State.

Finally, on 2 p.m. on March 19th at Connecticut Farms Presbyterian Church, the Historical Society and the Presbyterian Church and the Chamber of Commerce are presenting Miss Betty Livingston Adams, who has a PhD in American Studies from Yale University is going to be giving a talk that everyone is invited to and her talk is on a combination of Women History Month and Black History Month and it is going to be on black women's Christian activism seeking social justice in a northern suburb.

Mr. Monge stated we were supposed to get an update confirming that we have indeed provided our bus stops to the Township. Mr. Benaquista stated yes. I have everything ready to be updated at a worksession and I was including it with the security updates because I rather do it at a worksession rather than a public meeting but yes they have been updated with the Town so the Town has everything.

Mr. Monge stated I was looking for confirmation that the evacuation plans speak to persons with special needs – both students and staff. Mr. Benaquista stated because of the security measures, we will discuss it at the worksession. Mr. Ardito followed up on everything with me.

Mr. McDowell stated next week, the Township Committee will recognize the Board of Education and the Administration here for the work that has been done over the last couple of years and anybody who can make it out next week at the Town Hall – please come out and show your support for us and the administration, Mr. Tatum and the Assistant Superintendents.

NEW BUSINESS:

Mr. Monge stated I don't know Mr. Tatum if this is something that you can give me guidance on. We had talked about Connecticut Farms and an issue that has been an old issue before I got here and Mrs. Moses was a principal there about the traffic issue and the drop offs. What I had asked was the hope to create a meeting with the Township and maybe the police department and the principal of Connecticut Farms to really see how you can assess this issue and maybe come up with some solutions. We did a traffic study at Hannah Caldwell and what

we need for this situation and it's the streets so it is really a Township thing. I think it is a good opportunity for us to work together for a solution.

Mr. Tatum stated one of the things is that Hannah Caldwell was a huge undertaking and took years to finally get that area worked out. There are a number of other schools that have concerns there – Washington School. I can tell you years ago we were talking about those issues. One thing that we were supposed to undertake was a district security assessment of the entire school system and one indeed was traffic. I have to tell you that although I was told it was completed, I have not seen such a document but we will continue to work with our emergency management, police department and they have always been cooperative when it has come to those issues. Certainly when we have our next meeting with the Township Officials, that will be a topic of discussion. I know the area you are talking about and have been out there during the school days and Mrs. Moses was the principal of that building and it is a very vulnerable area with the traffic light situation and how cars and buses interact with each other. We talked about additional support and there is a person on the corner but at the same time the area you are talking about is really between the parking lot and where the students cross. It is certainly something that is worthy of a study and I think your recommendation is well taken.

Mr. Monge stated the other item I would like to speak about will ultimately end up with two requests in one presentation. With her permission, I had a parent, Elsie Mackey, who we all seen come and present to us because she has been leading our "Parents with Special Needs" group. She had a situation with her son and unfortunately is non-verbal autistic and on a half day her son was dropped off and they let the son go into the house because the door was actually open but no parents at home and the bus took off.

The alarm went off in the house and police went to the home. We think about this and police enter because the alarm of the house and a young African American boy and I know the family and he is not a little guy, he is a big guy, and he comes in and non-verbal and can't respond to requests that they may have. Thankfully, Ms. Mackie was one of the folks with Officer Boll who started an ID program that targeted the kids with special needs and thankfully her son was part of that program so when the police came they were able to appropriately deal with the situation.

The first thing that I would like to request is that we get a written memo from you letting us know if you could investigate the situation and let us know what happened there, what breakdowns were there and how we can make sure that this doesn't happen again.

Mr. Tatum stated that matter has been under investigation and I do know that tomorrow there is supposed to be a meeting to discuss that particular issue and I know that Mrs. Moses and Mrs. Conti have been in communication regarding this whole thing. We can bring it all together once we have all the pieces. Mr. Monge stated it is important for us to know that unfortunately this is the second time that we had a situation with Ms. Mackie and last time they took two non-verbal kids and dropped them off at the opposite locations that they should have so that wasn't supposed to happen again and here we are and I'm glad that you are looking into it and hopefully we can have something in writing that would offer some conclusions.

The second thing I would like to ask and it is about responsibility and accountability and I say this openly to you guys because at the end of the day we are Board members and we are accountable as well. I would like to better understand because I don't get it. If we could have a presentation from the Director of Transportation and Mrs. Conti as it pertains to the transportation of our special needs children to their schools and various locations. That would be awesome so we could have that presentation so we can have a better understanding on how it all works and what the protocols are.

Lastly, I would like to recommend that the Board of Education actively look to partner with the police department and the ID program. Right now the targeted population is really mostly our kids and our schools. I would assume that we would use robo calls or whatever ways possible to be able to educate our parent of the importance of having such a program and how to enroll their kids into the program. That is something that I think we should try to move forward as a Board.

Mr. Tatum stated with regard to the transportation issue. One of the things that you will find in such a presentation is that with the massive number of students that we do transport that we have many of our services contracted out. We are dealing with sometimes drivers and companies that may not be in compliance with the same procedures that we have instituted within the District. They are certainly employed by us so we can expect them to adhere to our expectations. Your point is well taken and we will look into that. I was under the impression that the ID was something all parents had received some type of correspondence regarding availability of this. Maybe that is not the case and we will go back and look at that as well.

Mr. Monge stated I don't think that is necessarily the case, I may be wrong. I know that the folks signing up, it was done at the police department and I don't know if we have the capacity to do it here at the individual schools but it would be awesome. If we actually went to each of the schools and we had a particular day to sign up the kids that would be a great thing and Officer Boll has been amazing with this process and I want to thank Mrs. Mackie for her leadership and following through with this program.

Mr. Tatum stated I was just made aware that there is a link on our website for that particular program. May be there is way of promoting that a little better. We are certainly not looking for any child to ever be in any type of danger in a situation like that. It is my job on behalf of the District to apologize when that happens. I have certainly taken the responsibility to apologize for something like that had happened last week but again I was alarmed when it happened last year. You and I were on the phone trying to figure out what was going on when the child was dropped in the wrong place – that too was a contracted service. There is something that we need to take apart and look at it. Not only who we are contracting but also that they are communicating effectively with us and in compliance with our transportation department. Our in-house transportation has been fairly good in terms of the door-to-door responsibilities of our students but there is always room to get better. I am certainly not taking ownership of this because no child, absolutely not one, I never want to see any child not arrive home safely and when the children are sent to school the parents expect us to send them home safely every day and this is something the Board is looking into.

Mr. McDowell stated I think it would be worthwhile for the transportation department to come to a presentation just as the special education services came tonight because I think there are questions about transportation not just in that regard but who qualifies for it, distances and even when the bus stop in Vauxhall had to be moved because there was an issue with that. It is probably worthwhile for them to come in. Let them describe what they do and give us a good understanding.

Mr. Tatum stated I think that one of the things that we take for granted is the complexity of transportation and how important transportation really is for our District because there have been many instances where emergencies have come about and we had to quickly assemble transportation. Even more recently with the issue that happened at Union High School and they had to mobilize quickly. I think it is certainly something worthy of everyone hearing because I think sometimes there is an assumption that things are still the way they go but having been the principal at Central 5 and dealing with 18 buses every day to and from school, that in and of itself is a huge undertaking with just that one school and then we have transportation throughout the course of the District. It is worthy of bringing more information to the public on how they operate.

Dr. Francis stated this is to piggy back on what Mr. Monge said about Connecticut Farms. When we meet to discuss resolutions to this problem that they don't just come up with ticketing because I don't think that should be the answer. If they could come up with some real solutions for the traffic condition for Connecticut Farms it will be good. Because I think parents come and drop their kids off and they want to pick them up and they are frustrated because things are not moving and sometimes they do things that they should not be doing but I just want to make sure that ticketing doesn't become another resource for the Town.

Mr. Tatum stated over the course of the years we have learned a lot of lessons that is one thing that really only is a temporary thing. It deters for a while but then after that stops we are back to the same issues. The real answer to the question is we need to be able to do at Connecticut Farms and the other schools, to come up with a plan similar to what we did at Hannah Caldwell and hopefully we can use that as a similar model as opposed to our waiting the number of years that it took. Part of it was the cooperation of the Township when it came to making it one way in and one way out, we needed support on that. Maybe there is something that can be done there - suggestion of personnel at Hannah Caldwell. All those pieces are attributes that can help resolve those things. We have something in place that gives us some guidance and direction as opposed to ticketing parents which doesn't bring us any level of solution.

Mrs. Zuena stated I know we spoke about the ID cards the other day and the link is on the website. Were you able to find out from Mrs. Conti if a correspondence had gone home to every student that is eligible for that card. I don't know if anything was sent home to the students that are eligible for the cards. Mrs. Conti stated the special need ID's was sent to Mr. Tatum's office and he approved it and it was put onto the website. Mrs. Hart stated it is on the first page of the District's website. Mrs. Zuena stated if people don't go on the website, they won't find out about it so maybe we can send correspondence. Mrs. Conti stated we can send something home. Mrs. Zuena stated maybe we can send a correspondence home to the students that are eligible for

those cards and they can go to police headquarters. Mr. Monge stated and a robo call. There is obviously other ways we can approach it but definitely like Nancy said something going home, the robo call – the idea of doing it at the schools and bringing the program to the schools. I think there are a couple of different ways. Mrs. Conti stated as Ms. Hart pointed out, when this was put it on, and I believe last year as well, there also is a program for adults as well. It is being televised and it is a good thing to point out. Mrs. Hart stated it is for anybody that has needs and have an ID in case something does happen. It is any age. It is a Township thing, it is on their website as well.

Mr. Monge stated it would be nice to have a targeted marketing PR thing for us and I don't know if we could be an official partner of the program.

Mr. Tatum stated I think it is worthy to mention the fine program that we annually had at Hannah Caldwell School celebrating Dr. Martin L. King day. A number of Board of Education members were present and as always they put together a fine presentation recognizing our students and they are sponsoring another essay contest that they asked students to get involved in. That program annually is a fine testament of our ability to work together as a community and as a school district and my remarks yesterday, we here at the Union Township Public Schools really want to follow Dr. King's dream not one day but every day through the actions and activities and the education that we give all our children. I would like to thank the committee that sponsored that each year and certainly Township officials and members of the Board of Education and whoever came out to support that program.

COMMENTS FROM PUBLIC

Jill Hall stated Mrs. Ionta is very much an understated person. I also wanted to bring a little more recognition to her. She has been very instrumental in working with me now that the narcam policy has been passed and I want to thank Mr. Le and Mr. Arminio. There will be a narcam training on February 21st here at the high school and if anyone is interested in that you can reach out to Mrs. Ionta or me via email. It will be from 6 to 8 p.m. and everyone who participates will be given a kit and they will leave with it. You can't say 10 members of the Board but you can say 10 members of the community. Mr. Arminio stated we have a Board meeting. Ms. Hall stated they will be doing a couple of them. Our narcam policy may be a model for the County. I was asked to speak with them about the process of it because some of the other districts are looking to replicate what we have done here.

I know next week is the Town meeting recognizing the Board of Ed; but there will be a program at Jefferson School at 7 p.m. next Tuesday – “Always Connected” – they have been in Town and they have come 8-9 years in a row for us and Sgt. Tom Rich does a presentation on the internet. It is not strictly how to keep your kid safe on the internet; this is evolving so quickly and his information is very much up-to-date and he helps parents on how to keep their kid safe and he acknowledges that this is the way students communicate these days and he is not saying take the electronics away but he really can explain a lot of what is going on there in the cyber world. He will be speaking to the students at Jefferson during the day and then presentation is open to all parents in the District in the evening.

Danielle Angrisano stated I want to bring to table our management for lice in the school district. I have here a procedure which seems to be a little bit hypercritical to the CDC. It looks like there are some excerpts taken from the CDC policy from 2015 and kind of put together here. When did things change as of this year and why? Because there have been lice in the school and nobody had been notified. We use to get a letter of an incident and watch our child. I can speak because it is my child and she came down with lice and she is one of 24 kids in one first grade class. Knowing that my child is an active case of lice wasn't checked. Why?

Mr. Tatum stated that is a question that we will get an answer to you because there is a procedure that is in place and normally it does involve what you just said. The nurse notifies Mrs. Ionta who is in charge of the nurses and also reach out to health services and I know that they do an individual check of each of the children. Mrs. Angrisano stated I was told that no children will be checked unless the teacher deemed it necessary. This was Washington School. I personally called the majority of the students to let them know because it cost me \$554.12 to get that treated and not every student can afford that and I don't expect them to but I also don't expect my child in 14 days to come back with it again and she will because it is still in that school.

Mrs. Moses stated as a former principal at Connecticut Farm School you are right. You do face lice seasonally. The process and procedures that you see is given to the District by Dr. Mullick, the District physician. When a student's parent call and says my child is in school and is being treated, we do check everyone in the grade level, because they all play together, they eat lunch together, they sit together. Mrs. Angrisano stated and they don't know what personal space is at that age. Mrs. Moses stated you are right. I'm not sure why. Mrs. Angrisano stated she was told that your new procedure now is not to check the children even knowing that there is an active case. My daughter returned back to school on Tuesday, Mr. Matthews was present, because I would not let her touch my child until he was there and I had a note from the pediatrician that she could come back. But I understand that it is in your procedure that a note from the doctor would not be accepted. Mr. Matthews is aware of this also. Mrs. Moses stated at about this time and again in the spring and we check every student. Mrs. Angrisano stated this is new as of June 2016 so moving forward in September they are not doing that any more. Mrs. Moses stated I will speak with Mrs. Ionta and principals and nurses and see what procedures are in place. Before it was always a policy to check every grade level and I don't know the change and only check one child because that can happen. Mrs. Angrisano stated correct and they incubate for 14 days and my child missed three days of school because I wanted to make sure that there was nothing for a perfectly healthy child other than having bugs in her head to not go to school – miss three days of school and for it to come back. Like I said if you don't want to check the heads that is fine but why aren't we bagging their belongings, why are all the desks together when these children don't know personal space. We are not preventing it. They are sharing headphones. They all take lunch together, they all take gym together and they are all on the playground together. It is going to come back again. Mrs. Moses stated leave your name and phone number so I can check that out and get back to you tomorrow.

Mr. Monge stated so this isn't a policy, it is a procedure. Mrs. Moses stated the last two years, if a child had lice in grade level, the entire grade level was checked. Mrs. Angrisano stated and that is what we did last year. Mr. Tatum stated I'm a little taken about what you are

saying. Totally different from what we had done as building principal and that was not the procedure we followed then. It is communicable so anything that is communicable there are procedures in place so it won't spread further. We will definitely look into this and thank you for bringing it to our attention. I hope your child is better. Mrs. Angrisano stated she is better and thank you for asking and I appreciate that. Mr. McDowell stated thank you for bringing this to us.

MOTION FOR EXECUTIVE SESSION:

Moved by Mr. Arminio, seconded by Mr. Monge, 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. 10:4-2b.

- Matters involving collective bargaining agreement negotiations and/or the negotiations of terms and conditions of employment.
- Matters involving employees and terms of their employment and contract.

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 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.

AYE: Mr. Arminio, Dr. Francis, Mrs. Minneci, Mr. Monge, Mrs. Regis Darby,
Mrs. Williams, Mrs. Zuena, Mr. McDowell

NAY: None

ABSTAIN: None

MOTION CARRIED

Mr. Brennan stated the Board will take action when we return from executive session.

The Board returned to public session at 9:45 p.m.

Mrs. Zuena stated we discussed that extra position in personnel last week – Barry and the other – are you moving forward with that. Mr. Tatum stated it seemed that the consensus was to move forward with that and certainly I have looked at some of the job descriptions and I know Mr. Brennan was on board with that – so maybe just so the Board knows what we are talking about. We have two positions in the District.

Mr. Tatum stated all we are looking to do is as opposed to taking someone totally brand new, Mr. Loessel is currently kind of serving two positions. He is serving as the Assistant and as the Supervisor. My recommendation was since we had two positions and we are looking for someone who is managing all the projects. Why don't we take one of those positions and make it a Project Manager and keep the person who is doing a great job with personnel and the day-to-day operations of the District and keep him where he is. Therefore, we have the best of both worlds. We would have a Supervisor of Buildings and Grounds and Facility Manager as well and pretty much for the same cost. I think we take the two salaries and maybe add a slight amount of money and divide by two and we have two positions.

My recommendation was that they report directly to Mr. Brennan and there was some questions whether or not the person should be an assistant to the Supervisor but we haven't gotten that ironed out yet. It doesn't make sense to continue looking for someone to come in the District now when the personnel end which is a huge piece in this District is running smoothly for the first time in a long time. Rather than going into that direction, we thought maybe to bring someone new who really has a construction background and let them oversee everything. We have this \$5 million and we want to do improvements in the District and spend their whole time focusing on the conditions of our buildings and grounds and let Mr. Loessel continue to run the day-to-day.

Mr. Monge stated just history wise, normally folks that take on construction capital projects don't necessarily manage hundreds of people. Mr. Tatum stated that is the main point. Mr. Monge stated that part of it does make sense but the devil is in the details because you are going to have to try to figure out how you delineate if you have someone who is charge of the facilities and buildings, you want to fix this bathroom and they think it is a priority, at what level does it go to the Project Manager versus something that is viewed as internal work opportunity. Mr. Tatum stated that is why we employed the School Business Administrator for that purpose. He is the guy who is over maintenance and operations in the District. What has happened historically in this District and other places I have worked, we find these guys taking on roles that really fall under the proverbial of the Business Administrator to begin with. Unfortunately a lot of times we have them doing things and it requires a certification of the State of New Jersey. They are certified to assess facilities but the decisions come from the Business Administrator; that is the way it is supposed to be.

Mr. Monge stated it ends up being maintenance and repair but that separation is very important because you don't want folks stepping on each other toes. Mr. Brennan stated there has to be collaboration. Mr. Tatum stated there is a point and I shared that with the Personnel Committee the other night where we cross collaboration. For example, a job that can be done internally by our maintenance guys – a Project Manager may go out and say instead of having a contractor do this and it will cost us \$100,000, when through overtime we can do that same job for \$50,000 and we have the capability and manpower to do that here and saving \$50,000 but that is what that person would do. The cross collaboration comes when Mr. Loessel and that person sits down with Mr. Brennan and maps out the timeline. It does require for them to work together. It is like working with Mrs. Moses and Mr. Benaquista – they sit down with me and we talk about things and it requires us to collectively make decisions. A lot of times I tell them that they are wrong but they don't agree with me about that either but we come to a consensus.

Mrs. Zuena stated they have to put a job description together. Mr. Arminio stated that is why I am in favor of putting one person in charge and the other person under him and they both report to Greg Brennan. The personnel person is in charge of the facilities manager not equal. Once you are equal it becomes a head butting.

Mr. Monge stated that's why I said the devil is in the details because the reality is it is two different positions. A Project Manager can't report to that person because it is not the same skill set. Mr. Arminio stated they are in charge of all maintenance. The Project Manager can't

come in and say we are going to take all our maintenance people and we are going to do this job. Mr. Monge stated the Project Manager is not going to report to Barry. This Project Manager will report to Mr. Brennan. He can make a recommendation that if we can use folks internally it is going to be a cost savings of x-amount. Mr. Brennan stated that is where the collaboration is. Mr. Tatum stated that has to be written in the description that is very clear that there is cross collaboration and it is not a unilateral decision for a Project Manager. They have to report to Mr. Brennan.

Mr. Monge stated two quick updates. We spoke to ConnectOne today and we are going to remain with that agreement until the end of the year and then we are going to go to an RFP and they thought that was a fair idea.

I did speak to Barry about the lead water testing and it has all been done and they are waiting for the results. It seems that everything is backed up. Mr. Tatum stated I thought the results were good. Mrs. Zuena stated we don't have the results. Mr. Monge stated the tests from the last time were fine.

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

P-8. APPROVE SIDE BAR AGREEMENT TO COLLECTIVE BARGAINING AGREEMENT – UTEA

That the Board approve Side Bar Agreement to Collective Bargaining Agreement between the Board of Education and Union Township Education Association (UTEA) for the term of September 1, 2014 to August 31, 2017, in accordance with the information appended to the minutes. All present voting YES. MOTION CARRIED

MOTION TO ADJOURN:

There being no further business before the Board, it was moved by Mr. McDowell, seconded by Mrs. Regis-Darby, that the meeting be adjourned at 9:55 p.m. All present voting YES. MOTION CARRIED

Respectfully submitted,

GREGORY E. BRENNAN
BOARD SECRETARY