

**TOWNSHIP OF UNION BOARD OF EDUCATION
PLANNING SESSION MINUTES
AUGUST 17, 2016**

NOTICE OF MEETING

The planning session meeting of the Board of Education of the Township of Union was held on Wednesday, August 17, 2016 at 6:00 p.m. at the James Caulfield Administration Building, 2369 Morris Avenue, Union, New Jersey 07083

Mr. Nufrio called the meeting to order at 6:10 p.m.

PRESENT AT ROLL CALL:

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

ABSENT AT ROLL CALL:

None

ADMINISTRATORS PRESENT:

Mr. Gregory Tatum, Mr. Gregory Brennan, Mrs. Sandra Paul, Mr. Tom Wiggins

ALSO PRESENT:

Mr. Paul Griggs, Esq.

Mr. Brennan led the Board and audience members in the Pledge of Allegiance.

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

COMMENTS FROM THE PUBLIC ON RESOLUTIONS:

None

DISCUSSION ITEMS:

1. Self-evaluation summary
2. Short and long term District goals
3. Residency and Reregistration ideas/recommendations
4. PARCC – graduation requirements
5. Public relations for District
6. Healthcare broker
7. Update 7-year facility plan including updated property condition reports
8. Create comprehensive RFP process with calendar and boilerplate comprehensive RFP forms and major services
9. Strategic efforts to improve the high school
10. Renegotiate joint services with Township
11. Superintendent Evaluation

Self-Evaluation/Superintendent Evaluation: Mr. Nufrio stated Mr. Griggs and Mrs. Cappiello you did distribute the self-evaluation and summaries. Mrs. Cappiello stated it was emailed previously but it is also in your folder. Mr. Nufrio stated with respect to the self-evaluations of the Board members. We can certainly have discussions with regards to something significant that you wish to point out. Any comments from the Board members – if you think that there are things as an individual or as a Board because there were questions pertaining to the Board itself and what your perception is.

Mr. Monge stated maybe this is Mr. Griggs and maybe get some feedback from your experience. I think we have these comments and these comments are supposed to be essentially come across as confidential and not to be able to easily guess who wrote the comment. I personally – my comments, I don't need to hide my comments. But I think the general compiling of this should be confidential and there should be key words and I went through this before and you can really pull out words and this is obviously this person or that person. I think we should do a better job and try to compile the information so that it reads that way. I don't know if it has been edited since last time.

Mr. Nufrio stated the self-evaluation actually went to Mrs. Cappiello. Mrs. Cappiello stated yes it did. Mr. Nufrio stated so the compilation of that is simply to extrapolate what each individually submitted and summarize or just list them. It is not in any way intended to say this is so and so and must be that person. It is really to get an overview of what we as Board members may or may not be accomplishing or targeting and perhaps some deficiencies that we need to address. Mr. Monge stated I'm fine with that. Mr. Nufrio stated I don't think there is any other way of doing this to be honest. Mr. Monge stated I would hate for someone's feelings to get hurt or some misinterpretation of what someone was trying to say and oh that must have been Jeff talking about Steven Le. Because it was pretty clear. Mr. Arminio stated I think our comments are supposed to be directed to the Board as a whole and ourselves – not a criticism of individuals. Mr. Monge stated and I'm saying that and that is the intentions and I'm thinking that and I'm just pointing this out – it may not be a big deal but when people put in and talk about themselves and their feelings when it is compiled and spit out as the collective comments, it should be viewed as collectively versus individually. Mr. Nufrio stated it would be difficult to compile. Mr. McDowell stated I know it's your comment – "I have strived as President to foster...". Mr. Nufrio stated we are all elected officials and we are supposed to have a thick skin. If we don't have that thick skin yet, maybe we need to. I'm not afraid to point out what mine are. Mr. Monge stated I'm saying and I'm asking Mr. Griggs – I don't know if the intention or the outcome should be – if it is a collective thought. Mr. Griggs stated to me this instrument is created by the School Board Association and that to me is an appropriate question to ask your field representative in terms of when they designed this thing because you can't be the only person in the State of New Jersey – it is identical for all school boards. They have developed the instrument and it is a legitimate question.

Mr. Le stated I think when I went through the survey and the evaluation itself as well, it was ambiguous under like comments and examples – are you making comments and examples in observing this self or the Board and it didn't really specify and I think it left it open to many interpretations on whether or not you comment about yourself or the Board. Mr. Nufrio stated

the first part is about ourself as an individual. The rest is as your perception of the entire Board. Now the importance of that is you either say how it is or you say something entirely different to camouflage the truth. The truth of the matter is we are elected officials and we are supposed to have several objectives but the ultimate goal is to do everything that is right for the children, staff and District – in that order. The children are always first. If there are things along the way that don't always get done in the most expedient way or the easiest way, perhaps that can be remediated. It may not be because there are so many regulations and statutes that we're governed by. You're learning first hand Mr. Monge in the first year how difficult it is to deal with fiscal items but we are getting there. If I had to rate as President the committees, I certainly think it is very close to an "A" in terms of what has been accomplished. Can we all be perfect? I don't believe so. Nobody is perfect.

Mr. Monge stated one more example and this speaks to something that I didn't feel comfortable in it being comfortable. If you go to #4 in Finance, the first comment obviously I'm the one who wrote it – read it. Versus taking collective thoughts and you know what, I know if you do something like that in public, it can be taken different.

Mr. Le stated when you went through this evaluation and when you interpret time and examples you thought comments on yourself. Mr. Monge stated it says Board self-examination and in that situation I was self-evaluating. Mr. McDowell stated the top is about the Board and the bottom is about you. Mr. Le stated right and to me it is still ambiguous in terms of when you are commenting and providing examples, is it about the Board or is it about a member, yourself or both because it really doesn't specify. Mr. Arminio stated is that the writer who is not being clear. Mr. Le stated it could be that and we could offer some advice to the New Jersey School Boards Association. Mr. Arminio stated they always ask for comments. Mr. Le stated I think we can get the content right in terms of what kind of comments and examples that we want then at least the comments will be more consistent in terms of what we are commenting on and that will help our discussions a lot better.

Mr. Nufrio stated I do understand what you are saying and I don't find this at all awkward because you are being honest in your comment and it is about being transparent. Mr. Monge stated once again I personally don't have any fear of my comment but at the same time I don't want to overstep my boundaries on how I go about criticizing something that I think is an issue and I know that in the past we have said in open forum you can't be critical – we can talk to the Superintendent but as it pertains to those who work for the Superintendent, there are fine lines that we need to be careful about. All I'm saying is that if we can openly talk and put it like this and then this is what it is. But if the intention was to, and I know it is very tough to do this, is to take peoples comments and try to make it as a combined thought without you being able to identify as Finance Chair – do you know what I'm saying? Mr. Nufrio stated in the same token, if you read and I openly disclose who it was, myself, I thought to write something that was absolutely honest and we have said it so many times and all I did was repeat comments then we have been working in the blind. I understand what you are saying – maybe it is the way of phrasing it and maybe next time we should not use the "I" or identify the title or the position. Mr. Monge stated I'm asking Mr. Griggs for direction. Mr. Griggs stated more generally specific rather than getting into it may be just the topic if you are concerned about RFP's and contracts. Mr. Monge stated I could have. Mr. Griggs stated I would really like to have an

answer from the School Board folks. Mr. Nufrio stated I do have an answer that they gave me the first time I was asked to do this and I was told by lead counsel, Mike Calber, he said look you guys are elected officials and you shouldn't have to worry about who says what because this is the time for you guys to assess yourselves both individually and as a group. If you have some hesitation than simply write very generically but you are elected officials you should be developing a thick skin. There are all kinds of bombastic attacks going on out there against each other for the candidates that are running for top office and at the end, you know what they do, well it was a nice fight too bad you lost.

Mr. Monge stated maybe to offer my example and your example here – I would love to get some feedback because what I'm trying to do here is to offer constructive criticism and not necessarily criticism in the negative. Mr. Arminio stated then it might be the way you phrase it to make it more of a positive. Mr. Monge stated if I would have known that my comments were going to be taken verbatim, then I would have probably done something a little bit different. We didn't get that type of direction. I thought they were going to be compiled – I really didn't know. I'm a new Board member. Mr. Nufrio stated this format was different this year from the past – somewhat not completely. They still use the same concept but it was structured slightly different. Mr. Monge stated food for thought. Mr. Nufrio stated when we go to the convention in October, it is a really good opportunity to ask that. Mr. Salcedo stated this is an internal document. This is made to develop us solely. So this stays here. Mr. Nufrio stated exactly. The one that is the Superintendent's evaluation – Mr. Griggs.

Mr. Griggs stated that is something that should be discussed in executive session unless the Superintendent wants to discuss both. I would expect not. Mr. Nufrio stated I did speak with Mr. Tatum and he knows his options and of course he was Assistant Superintendent when the former Superintendent was asked and afforded the same opportunity and he chose not to. We can do it in public, but when he was asked he had nothing to say and that is his right not to say anything. So he accepted the evaluation as received. Moving forward with our own assessment, maybe discussion is not the way to go, maybe it doesn't warrant discussion other than we take it home and when you find a few minutes in between doing a million things, maybe you can just read through it and kind of reflect on it. Mr. Griggs stated I think that is pretty much the idea. Mr. Nufrio stated just to get the gist of what others are thinking. Thank you Mr. Monge – we can still bring it to someone's attention – they have all the lawyers down there. Mr. Monge stated I will make a point of that.

Dr. Francis stated I think it is fine. Mr. Nufrio stated we read it to ourselves and if you really get angry – just shred the darn thing. I will find it interesting to read.

Short and Long-Term District Goals: Mr. Tatum stated what I would like to do tonight is provide an overview of some of the anticipated goals for the District and also incorporate some different presentations from our staff regarding this and some commentary. This document I have prepared is a work in progress and it is not in final form but certainly I want to give the Board an overview and have some discussion on some of the activities that we are already engaged in and some of the activities that we are going to do and what we want to accomplish going forward. The goals this year – some of them border on both areas – both short and long-

term. Some things are immediate that we are implementing and some of the same goals expand beyond the school year.

Let's begin with #1 on the list which is technology. Dr. Francis asked for a copy and Mr. Tatum stated he is not distributing it tonight because of the format. Mr. Nufrio stated because it is a work in progress and I said until you are absolutely final. Mr. Tatum stated I will take any feedback input you may have on this because I would also like to spend time going over this with the administrative staff as well. The first part of the goal really involves staffing and it is to identify staffing needs, a few recommendations from the technology audit that we had a year ago and also to take information and recommendations from the Technology Director. You will see when you actually get the plan that it will identify very clearly who is involved and each of the steps. The second part of that is to implement, upgrade functional technology throughout the District to reduce the number of incidences where the network becomes inoperable and I think that is a concern that we have had over the last year, especially in light of the districtwide testing. The dates that I have projected to actually begin this work – point #1 begins now into the beginning of the school year and the same thing with the second point – August and ongoing throughout the school year and then I bring you to the third point is instructional technology. The fact that we have two committees in the District that are functional and you had an opportunity to see the presentation by the committee last month and one of the main goals there is to infuse the Google docs program and identify appropriate classroom tools that attend to the District curriculum. The last part of this goal is #4 – district visitation and what I would like to do is promote visitations in the District where we can look at the advancement of technology as it has been infused in those districts and also the appropriate materials and professional development and training that is currently being used. The fifth point to this is 21st Century Learning – the continuation of corporate partnerships and sponsors that we have worked with and to enlist the services of others that may be out there. At this point I'm going to stop and see if there are any questions and then go to Mrs. Paul and ask her to give you an overview of how it all connects with one another.

Mr. Monge stated just quickly give the 5 points. Mr. Tatum stated 1 – identify staffing needs pursuant to the recommendations that came from the tech audit, 2 – implement and upgrade our District network to a functional period so that the network remains stable, 3 – infusing of technology to the educational program which follows the two committees and we have identified one which is the committee you saw last month which incorporates the teachers and the second committee really deals with the administrative end of issues that we are going to be dealing with as far as technology that is going to be infused in the classroom because they have to supervise those areas, 4 – district visitation to look at advancement in technology and the piece I left out was the actual use of the 21st Century Classroom and how that has been infused in other school districts. I think what has happened is we are trying to catch ourselves up as far as the technology is being infused into instructions and we are looking at the Google docs program but those functional 21st Century Classrooms that are out there – how are they functioning to support our District in terms of developing our own model for Union Township Public Schools and lastly 5 – continuation of corporate partnerships and sponsors. We work with one main corporation right now but the evaluation will also be to monitor internships, grants and activities associated with the corporate partners. We are looking now to meet with one of the other gentlemen from one of our corporate sponsors for internships for our students. Mrs. Hart has

looked into that. That is really the technology end of it. Are there any questions about that particular set of goals?

Mr. Salcedo asked the technology goals – are they in the order of importance or are you just giving your 4-5 goals. Mr. Tatum stated technology is one of our main needs in the District and what is happening right now because we have had issues with our technology, it helps to drive what we are able to do in the District and what we can accomplish. The fact that you will hear about our timeline and implementation as far as the bigger picture and you will see that we are trying to accomplish two main purposes – (1) to try to eliminate the network issues with the testing – that is one major issue that we are trying to accomplish and (2) the transition and use of the tools of technology in the classroom and in the instructional program. Those are our main goals and those are important goals because that is the wave the school districts are going now. We have to deal with internal infrastructure first before we can get to that. I have said in these committee meetings that I attended was – we have a simultaneous process here. We have simultaneous process in the sense that we have to repair and ensure that the infrastructure can handle the materials and the programs that we are trying to put into place and there is a lot of work going on – on both ends of it. Again, I don't know if you were here last month, we had one of our committees here and probably about 20 people who get together on all different levels and they are working on the educational program with Mrs. Moses and on the technical side of it, we have our corporate partner and our new Director and technology staff working on the infrastructure pieces. Again we have a date set that we going to try to meet each other and be prepared to take on the demands of the testing and infuse materials that will be tools for student use.

Mr. Nufrio stated the presentation that Mr. Tatum eluded to occurred right in this room and we were so impressed and I attended one of the meetings and I want to be able to attend more meetings. The only thing I will comment is that I was so impressed that I asked Mr. Tatum to invite them to do a full presentation to the Board and why was I impressed and it was not because people were professional, not that they actually did their homework, although that counts for something, but that they were so prepared and the aura that they showed was one that they want to do something great for this District and that impressed me the most and it made me feel like what we are doing is that important and that they are seeing it because that is when you get that feeling that you are accomplishing something when the staff is supporting the concepts that the Superintendent and the Board are presenting and trying to move forward. That is what impressed me the most. They were all professionals in their standing.

Mr. Tatum stated those are the actual goals and that is why I said some of these things border on short and long-term. Some of the things you know are already in progress and you have seen evidence of that. I am going to ask Mrs. Paul before I go into the second major objective of the District and I know Mr. Monge is going to love with his budgeting and how we should think about doing that and we will tweak this and at the end this will be a working document. I would like Mrs. Paul to give the Board and the public an overview of the more specific framework and timelines on how we are going to implement this.

Mrs. Paul stated there are three phases that I'm going through for the District and it doesn't mean 3-5-10 years – it is just three phases to just do it. I know there are things like

finances and other things that come up. I just want to thank you for listening to me and I want to thank Mr. Tatum for giving me this opportunity to present it to you.

The first thing is about IT staff. It is necessary for them to have training. They are in the process of getting Goggle certified right now. I am going to have the IT Manager Cisco trained and I'm going to be networking all the IT staff members with Micro credentials. For you that don't know what they are, they are credentials that they can get for different certificates and they would be able to do certain things. For example there is a tech certificate for doing telephones. It is not a bachelor's degree or associates but it is not a common tech credential but it would be a tech credential that I would more likely get our technical staff to be able to do. There are smartboard credentials too. Those are just a couple of things that we are going to get the technical staff.

I am also reorganizing the staff. The staff will all be reporting to me. We are moving all the staff to the high school because one of the things that I am making sure that the staff is a District staff. They belong to the District and not any specific school. They are here to help everybody - every student, every teacher, every administrator – they are here to help everyone.

I am changing certain IT procedures and processes for the District. One of the things that we are looking at is how we check out equipment. Evaluation of processes for the IT department and what I'm trying to do is let the in-District technology department do most of our maintenance. We are trying to move away from outside services so we are planning to do most of it in-service – which includes are network. I have some training on how to do the Cisco but it could be anything. We are going to try to bring it in and I'm even talking about repairing laptops or anything in the District. It just takes us to look at You Tube and figure out how to fix some of this equipment ourselves.

Funding for the technology department – what we are looking at Mrs. Moses, Mr. Tatum, myself and Mr. Brennan – what we are trying to do is consolidating all the technology from each individual building and I'm going to be in charge of it. No technology will be purchased in the District without my approval. The reason being is we need standardization. I have to be honest but I have never seen so many different projector units. It is not easy to maintain that many projectors. One company is \$600 for a bulb and another company you can pay \$10. You have to look at things through cost. If I have one projector unit in the District, and there is 100 of them, if one dies and now I have the parts, I can scavenger one that is already dead and pull out what I need and put it in this one and build a new one – so I don't have to buy another one.

Mr. Monge stated it seems like you guys need to work together. Our approved contractor list – we approve these folks and we see it every month. Mr. Brennan stated our State Contractors. Mr. Monge stated that is who we approve and I have been saying this the longest, just because we have that list doesn't mean we can't do more. Mr. Tatum stated Jeff said the two of them have to work together and you know Mr. Brennan only started today and Mrs. Paul has already sent him five emails. Mr. Monge stated although we have similar tech background, he has the technology background where that thinking never goes away. That is a great combination.

Mrs. Paul stated so consolidation of funding and try to standardize and try to get the District to move forward. The other thing is grant moneys. I already warned Mr. Brennan yesterday that the New Jersey Facilities Grant is coming up and one of these two gentlemen is going to seek from the State. I am looking at STEM grants, Title 2D grants for PD, Title 3 grants for technology for ESL students, I am checking out Toshiba and Honda to try to see if we can get grants from them. They have what is called on-going grants that you can apply for so I am looking for grants anywhere. I know Panasonic has one but I have not looked at it yet. I belong to a federal grant website that sends me grants and lets me know what the federal government is offering as far as grants for STEM or any form of technology and that type of thing.

Mr. Nufrio asked are you talking about the Panasonic Foundation. Mrs. Paul stated yes. I didn't know the grant was available until it actually came across via email through this grant list.

I am looking at e-rate funding to pay at least 50% of all our bandwidth and telecommunication services. I am hoping to throw in equipment in there unfortunately they don't always want to pay for that. But I am going to throw it in and it is up to the federal government as to whether or not they are going to pay. Meaning they will pay 50%. We would have to pay everything upfront for it but then we would get a refund of 50% because it is done according to our Free and Reduced Lunch numbers. I'm looking to use that funding to help us get some of this done.

I am also looking at the purchasing of ChromeBooks and infrastructure. The other part of it is to look at a 3-year lease agreement. I just finished talking to Mr. Brennan and I'm hoping to get 1%. I tried to argue with some of these companies to give us a 1% interest rate for a 3-year lease agreement. In other words, rather than \$500,000 we will only pay \$250 or less - \$125 per year to pay off any lease agreement that we do so that we don't have to come up with all the money at one time and buy all the equipment.

I am going to upgrade the admin and the support staff to Office 2016 and I'm going to do the professional development for the admin and support staff in this building. Google docs – we are hoping before the end of this school year that every child from 2nd grade to 12th grade will have a Google account. We are going to use their student ID number @twpunionschools.org and we are going to do it through our active directory and give it to every student. The reason I said 2nd grade is we want to get the students use to the idea of typing in a code for the PARCC. The PARCC requires every student to have an ID and a password and because of that this will actually help them get use to the idea of typing in usernames and passwords and that way it prepares them and that is the reason why I'm saying 2nd grade because it prepares the 2nd graders for when they take the PARCC in 3rd grade. They have a whole year to memorize their ID number and I'm hoping to make their student ID number their number for the District for everything. It will be how they do library, lunch, everything. That way they know that they are responsible for their number as they get older. I have seen this work from where I came from.

The other thing is Google accounts for every administrator and teacher will be created. We will be doing Google Classroom training. We will be doing professional development for

the administration and teachers. We will also be getting everybody to start saving their documents in Google Drive. The reason why we want to do this is because Goggle makes it for free on the cloud and we don't have to pay for it. Compared to us keeping a file server. Mr. Nuffrio stated which was part of a presentation that we had and we were looking out.

Mrs. Paul stated this is something that we are planning to do. Because we are going to slowly move everybody to a network drive – that means that they can walk anywhere in this District as long as they have a device they can bring up any document and do what they need to do in their classroom, in a meeting, anywhere and in any country in the world as long as you have internet access. I can tell you from personal experience and being in a different country and I was able to bring up my Google docs and being able to speak to the engineer over the phone (which that was expensive) and tell him exactly what he needed to do while I was away. This is the world that the kids are going to live in. I'm just trying to prepare our 7,200 kids for the 21st Century and move to the 22nd, because our 1st graders are going to be the year 2030.

The quick stuff that I have to get done immediately – mandated by Mr. Tatum is the internet. At this time I am moving the internet access from 1 Gig to 2 Gigs. I already have the contract that needs to be signed for Comcast. I am in the process of increasing our WAN which will be 2 gigs. I am looking at a long-term resolution for the next 5 years and I have a plan that I'm going to edit and bring Union Township into it but I am going to create a disaster recovery plan which is going to be associated with the emergency management plan and will be associated with a long-range facility plan. It will be affiliated with everything.

I'm working right now on the high school infrastructure upgrade to prepare for one-to-one for the students for January 2017. My internet access, the dropdown date for any company that I'm using is December. They have to get it in before because I will be here with them to make sure that it is done and then I'm hoping, if Mr. Tatum agrees to it, he will open the high school for me during the Christmas break. I will be here with the engineers to wire the high school for wi-fi and they know that they have to do it during the break. That has already been associated with any bid that is coming in. By the way it is three quotes. I don't care how much State contract they have – three quotes, it is too much money for us to take a chance with.

For the one-to-one in the high school, what we are going to do is give ChromeBooks to every kid and take the laptops from the high school and bring it down to the middle schools. That being said, I'm hoping after they get their ChromeBooks in January, they will have it for a month and they will be able to take the PARCC in March – that is what I'm pushing for. With that intent, I'm hoping to move the laptops from the high school to the middle school during the month of February. That would give the ability for the middle school to have more devices in order to do the PARCC exam.

For the one-to-one I am working on two things for it – I am trying to figure out the insurance part of it because the kids are going to drop it #1 and #2 the technology agreement between the student/parents and Union Township School District as an entity – how are we going to disburse these items, who is going to be responsible for what, how are we going to be able to deal with the situation if a student breaks a device, how are we going to deal with that. Especially if a student breaks the device before the PARCC and they need the device for the

PARCC. I am working with Mr. Tatum and Mrs. Moses on how to figure out how we are going to work on that part.

I am also going to be working with Mrs. Moses on the District Technology Plan which needs to be submitted to the County office. The State doesn't require it but we do want to get one done because I think it will be good for us to see where we want to progress over the next three years.

Phase 2 is to reduce the printing costs of the District by using copiers and printing thresholds. I don't know how that is going to go over. Every inkjet page is a \$1.00. Every laserjet page is 10¢. This is what I was told. Every copier page printed is less than a penny. We can save a lot of money both in the paper because if they are using Google drive, nobody should need to print. If they are using Google Classroom, they don't need to print. That is what I'm hoping for and also for the printing to move to the copiers.

Electronic forms for the District including registration and re-registration of students. I have a quote for that already. I already contacted InfoSnap and they told me they work with Genesis and they are giving me a presentation on how it works together.

My next is the connectivity from the middle schools and the high school. I want to increase the bandwidth between the middle schools and high school. Then I will prepare the middle school for a one-to-one. That means I have to put wi-fi in every classroom and have it ready. I am hoping to use e-rate funding - again to cover these costs.

Moving certain District technology services online - develop a parent portal to sign off on policies and acceptable use agreement for technologies. There is a way to electronically sign it and we can keep track of it so that we know which student can use the tech and which student can't. I will not say that every kid can. It is up to the parent to decide and I'm not going to make an assumption on that.

Integration of the telephone and paging system to be one system - to develop one voice communication system for the District because right now we have two. Decrease the number of POTS lines. Those are plain old telephone service lines we have in the District. I am going to take a look at e-faxing instead of fax lines because that is a fax that comes straight to your email.

I'm working with our partners regarding the update of the data center at the high school so that we can put all this equipment in. Don't forget as I move here, I'm putting in more equipment in the high school because it is going to be the main hub of the entire District.

District documentation online - for both District staff, students/parents and the off-campus data access for administrative staff. So using something like cytrix, a vpm - that type of thing or use VMware to our system.

Phase 3 is my elementary buildings - this is not yearly, there are no years here. This is totally up to the Board or where Mr. Tatum wants to go and where we can find funding and everything else. Then I will be working on the school infrastructures of the elementary building

and in that I would like to work on the security and door accesses of the building using the networks. Somebody else is going to do the other paperwork and footprint part, I'll work on the network side and as I'm doing this and I'm upgrading the data center, all bids that are coming in is for a 10% growth so that means when you bring a 24-port switch it has to have 3 extra ports available just in case. Anything I'm buying is going to have extra ports and the reason being is if Mr. Tatum comes to me and says we have to move this principal over here in this little closet, I need a data port or Mr. Wiggins comes to me and says, we want to do the security thing, I need to put an IP video camera up, I now have an extra port to put up the IP camera or Mr. Brennan comes to me and we are going to be doing swipe cards for our doors, I need the equipment to speak to my network – I have the extra ports.

As far as the elementary schools, we are going to be doing the same thing I was talking about for the high school and middle school – increasing the bandwidth, looking at bringing in wi-fi. Slowly see if we can put one-to-one in the elementary level. One-to-one devices, I don't know what you want to do. Some districts do K-2 to use i-Pads, then 3-5 they use ChromeBooks but for the middle school and high school – I'm looking for ChromeBooks for our students. It is up to you as a Board to decide what you want but it is also very important that we include Mrs. Moses since she is going to be in charge of curriculum or what she thinks will be the most appropriate device for the little kids to use in pre-k through 2nd grade.

Mr. Tatum stated some of those decisions that have to be made will also include input from classroom staff as well. We want to unilaterally go in and say for a kindergarten student it is an i-Pad because there may be something that is more fundamentally sound for a child at that age and developmentally appropriate. These are things that we will be talking about as we phase it in. There is a subcommittee of our Districtwide Planning Committee who deals with technology as well so that involves classroom teachers as well. We have a couple of entities that we will be talking to and getting a feel for what we need. Also school visitations will help us also and take a look at what other districts are using.

Mr. Nufrio asked say my child is attending high school and he has a ChromeBook, can his ChromeBook be geared for the same technology access as those that we would provide him with? Do you actually need another? Mrs. Paul stated my personal point of view that he would actually have his ChromeBook and that becomes his entire schooling. Mr. Nufrio stated so strictly for that only. Mrs. Paul stated yes . I spoke with Monroe and they have the one-to-one i-Pad and I spoke with their tech person and I also have been talking to Hillsborough – they use ChromeBooks, Pasquack Valley – they use MacBooks.

I belong to an organization that tech people talk to each other. I would like them to realize just like I have this MacBook here, this is my work. Everything is on here. Nothing personal. I do anticipate kids taking home their devices. When I walk away from here, my day does not stop. I don't anticipate kids to be constantly learning. I anticipate that they will have fun but at the same time, if they have an option, they have the ability to continue learning at anytime, anyplace and anywhere. Mr. Nufrio stated it is more fun for them to do it because part of the reason kids lag behind because they become disinterested and it doesn't have the attraction.

I have a question about the federal grant – there is a federal grant and I believe I mentioned it at a meeting that Elizabeth had access to but they had to join and it was a federal grant under President Obama’s initiatives. I said we should look into that but I never got any feedback. It was in the School Board’s bulletin and Elizabeth received recognition. May be you can contact the Elizabeth IT person. It may not be for us but it could be more suited for the more urban district. Look into that. The other question has to do with the infrastructure – during the time that you are going to have the techs or whoever to have the increased bandwidth, is that going to be enough time to do it in that short period of time and will our current equipment be able to handle it. Mrs. Paul stated our current equipment can’t handle it. We have to purchase equipment. Mr. Nufrio stated but you can do the installation in that time? Mrs. Paul stated yes but I am mandating it in anybody that is giving it to me to make sure it is done. They know that I have so much timeframe and I said if you don’t pull through, I’m not using you again. One time deal and you will never get a contract with this District again. Mr. Nufrio stated with regards to training, you said your staff is undergoing training. Mrs. Paul stated I sent them information to do Google certification. Mr. Nufrio asked are you confident that will be accomplished in a timely fashion? Mrs. Paul stated the 25th is their deadline date. Mr. Nufrio stated we are actually using deadlines. Mrs. Paul stated the 25th is their deadline date and as of next week, Tuesday, I will be reaching out to them to find out how far they reached.

Mr. Monge stated the selling point here is the efficiencies and you go through this process and the efficiencies down the road (inaudible). Mrs. Paul stated that my ultimate goal is the kids of your District. I know this sounds far-fetched but my ultimate goal is to get your students to be able to move into the 21st century and to be able to learn these new technics.

Mr. Arminio stated there was some problem last year with security over at the high school with equipment and you are going to be bringing in new equipment so what plans do you have to secure the area and not just the physical security of the servers, but the security for everything that is online because everybody will be a Google kid. Mrs. Paul stated one of the things that Google changed recently regarding Google cloud is that they have it that once you are using the school district domain name, they cannot do what is called “data-mining”. They can’t look into the students’ information. They cannot look into teacher information. Because it has our domain name, Google changed their policy for Google applications for education because of that reason. They were accused of doing that and because of that they personally changed it. One of the things about being in the cloud, my personal belief is anything that we do in the cloud, we need to get a contract for and we need to tell them that the data belongs to our District. That is my personal belief. Google has done that because they have required us to use our domain name. But anything else, we should be asking every cloud based company, like Amazon and web services letting them know we own our data and our data belongs to us. Nobody can go in there and do all sorts of stuff. Mr. Nufrio asked will that need review by the Board Attorney? Mrs. Paul stated yes. You will be getting stuff from me that requires them to be looked at.

The last question regarding security of the equipment and stuff like that; I have been dealing with one of our partners and he and I have been in serious discussion about security of the equipment which will be in different closets. He has several proposals. He and I are talking about it. It is up to the Board if we want to pay for some of this. Some of it I think are a little too secure but it is something that we need to consider. I know one of the things Tom has done

for me is he changed a lot of the locks in the high school where most of my technology equipment is like the labs. When the time comes, we need to change it to electronic.

Dr. Francis asked do the ChromeBooks have hard drives? Mrs. Paul stated they do but they don't; it is called a flashdrive. Dr. Francis asked can people download stuff that they shouldn't? Mrs. Paul stated not if they use our domain name. When they use the domain name of the school district, we set the policy and don't forget it is chrome so it not like they can go to Safari or Windows and download something extra. When they go into Chrome, it will be our domain name and they can't download anything under our domain. We are setting up the policy so that they can't download. What happens is when we can download - so say for instance, speaking to Mrs. Moses and there is extension for Chrome called read/write - which is perfect, you can speak to the machine and it types up what you say. It gives you hints on words that you can use. If she came to me and said I want this on all ChromeBook in the District, I sit at my desk and put it in to the Administrator thing and it blows it out to all the machines. I don't have to touch a machine.

Dr. Le stated I know the ChromeBooks are completely different apparatus where there is the app store, they won't be able to go to the app store and try to download something. Mrs. Paul stated no, because we are setting up the policies. They can't get to apps.

Mr. Monge stated the magnet schools have ChromeBooks. You are not recreating the wheel which is fantastic but you can see who has what and how it works. Another application I suspect in a security situation, there may be an opportunity to send alerts to those ChromeBooks - I don't know. Mrs. Paul stated I don't know I would have to check. Mr. Monge stated the cloud service, you signed a contract with a disaster recovery group to store our information. Mr. Nufrio stated we didn't sign a contract with VMware. Mr. Tatum stated we had a hold on that. Mr. Le stated we pulled it off the agenda months ago. Mr. Tatum stated if I recall, we were just starting to work with Bed Bath & Beyond and they were giving us some recommendations and I think we put a halt to it and said we didn't want to spend any money until we went through the audit and all that information.

Mr. Monge stated when reviewing your staffing and obviously we have seen the report and you have some expectations as it pertains to your staffing and I'm assuming through that review, basically you are seeing if folks could do it if not we will have to refigure as necessary. Mrs. Paul stated that is how I'm looking at it. Mr. Tatum stated one of the things that we also have in our possession is a suggested organizational chart of staffing for the District and the question came up by Dave about security and one of the meetings that I was in actually suggested that we have someone. The security is not really being monitored properly. There should be an individual who really monitors that and assures that the equipment, the attempts to log-into or tap into the District really should be monitored. I don't totally understand where from or how it is done but I think that is one of the things that we have to be very careful and conscious of the fact that there are some things that we have and there are people with more than one skill set to handle it because we don't have the actual funds. That is why I said that some of the goals are short and extend to long-term and that is part of the plan.

The other thing, going to lease, becomes a fixed cost and we know where we are year-by-year. As we get into budgeting, that money goes right into that line for the following year.

Mr. Monge stated my last point that I want to make is – one I think that is a great idea as far as consolidating the funds and the effort on the technology side – under one roof – that is really smart and I think at the end of the day we will be saving money. We have a lot of initiatives here and all of them seems to somehow or someway that they are going to end up making money but I would love to see some type of a timeframe – the best that you can and the cost benefit to be presented because at the end of the day you are going to begin prioritizing. I know you keep saying whatever you guys want, I think we want to hear what you think we should have. Mrs. Paul stated o.k. that is fine. Mr. Monge stated you are the expert. Mr. Nufrio stated we look up to you to bring us to the 23rd century. Mr. Tatum stated I think how we prioritize and how we establish a timeline and you will see when you get a copy of this action plan as it is finalized, there will be timelines and limitations. There is also an assessment period and remarks about the evaluation of how we are going to assess where we are to help us to build to the next level.

Mr. Monge stated my last point, we actually had a Finance Committee about this and I started asking a question about inventory and I think one of the things that we had and approved was a bunch of folks buying stuff and I said how do we know that we need this stuff and did we use it last year and then every school has their own purchasing process and there doesn't seem to be one purchasing process. Mr. Nufrio stated there will be now. Mr. Monge stated no, this is on the technology side – I'm talking about supplies. When I asked Mr. Vieira how do you know? If I had 52 widgets that I bought last year and I have 10 left, I don't need 52 again, it would be 42, and the ability to trying to centralize that and put it online. Mr. Nufrio stated but then we would have to redesign the end of year inventory that principals are asked to make because each principal is required at the end of the year to forward an inventory. Mr. Monge stated I was told yesterday, I don't think when we asked the question. Mr. Nufrio stated my comment is we are working in the blind and we are going to come to light and that is part of it and it is very important process to keep costs down because if we don't know that there is 15 pieces of equipment somewhere and he orders another 15, there has to be a check and balance. Mr. Monge stated the example we have is if we have 15 reams of paper left over and then someone ran out of paper in the other facility, why aren't we transferring paper over instead of buying another 50. Mr. Nufrio stated that needs to come under the umbrella as well. You can talk further with Mr. Brennan. Mr. Brennan and Mr. Griggs, my understanding and trying to follow your very complex language, I think I understood that the partners would be providing some of the infrastructure etc. The question is and I asked this the last time, infrastructure may be funded via capital funding because it is hardware, it is wires etc. You paid \$100,000 for this big server, that included the infrastructure, my question is can we ascertain how much of that was really embedded within the cost and then perhaps we can relate that to capital funding. Mr. Monge stated I think we would define it as capital improvement. Mr. Nufrio stated I asked that question in the past and the answer was yes and that has to do with this money. Mr. Brennan stated you can make that part of your long-range facilities plan.

Mr. Le stated we live in a world where you hear about cyber security attacks, email hacks and all these kinds of ways to undermine the system or attack and incapacitate our internet

system, what plans do you have to mitigate those types of risks. Mrs. Paul stated that is why I was saying we need to buy new equipment. Mr. Nufrio stated that is what Mr. Arminio asked you. Mrs. Paul stated I didn't know he was talking about security for the network, I thought he was talking about equipment. For security for the network, we are looking at different software programs, things that prevent phishing and malware and that type of thing. The other thing is the new firewall by Cisco, I think it is called SourceFire", it actually looks at each individual bit to see what comes across and because it looks at each individual bit that comes across, it is able to be able to find out what is and what is not acceptable. Besides the firewall, we are going to do the web filter, because the web filter we have right now is maxed out. Both the firewall and the web filter that we have is maxed out at one gig and you can't grow.

Mr. Tatum stated we also found out we were overpaying on our rates. Mrs. Paul stated I am also trying to work on the rates for them because some of the stuff we are paying is so overpriced. I'm looking at devices and services that I can get using the cloud. One suggestion is when I actually move to the elementary phasing is not let the elementary buildings come into here but run the proxy services through the cloud which can be done. I'm researching because I don't know much about it. One of our partners knows a lot about it and I'm actually going to be doing a webinar with him so that he can show me because I have not heard of proxy settings going through a cloud. I know it is possible because I have heard Cisco talk about it, Juniper talk about it – these are tech vendors.

Mr. Nufrio stated I understand what you are saying but I'm a little worried about Cisco because they laid off about 14,000.

Mr. McDowell stated last month we were talking about the possibility of working also with Kean University, is that something still in the works? Mrs. Paul stated yes. Mr. McDowell stated because they may be able to supply us with information. Mr. Tatum stated we will certainly ask them. In fact there was supposed to be a general meeting with them over the summer but unfortunately circumstances beyond the control of Kean prevented us from having that meeting. About 2 weeks ago I was contacted regarding the same thing and also I received an invitation today from Kean for some reception and they are inviting all the districts to stop over and hear some of their plans for the year. Mr. Nufrio asked can we revisit the possibility of meeting with the president. Mr. Tatum stated that is what I was referring to.

Mrs. Paul stated one of the things you can get from Kean is there is a new web based system that is called Web 3.0 and it is a new type of technology and the universities are getting it but as a school partner and I would like to investigate this, you can partner with them and they will help you get some of that bandwidth and if you are using Web 3.0, the bandwidth is a lot bigger and it has a lot more stuff on it that you can use as a school district. I will definitely look into that.

Mrs. Zuena asked if you are going to pool together all the technology money in one funding, how will that affect each individual school? They will have to go to you for purchasing. Mrs. Paul stated yes. Mrs. Zuena stated they won't necessarily lose their funds, they will have to go through you to purchase. Mrs. Paul stated it has to come from somewhere, in order to do this, so the thing is there is a possibility that we will lose some but they are not going to lose all. For

instance, if they have a piece of equipment that is dead or dies, I am going to replace it. I'm not going to just let it sit there and not have a student be able to use it. I'm not taking it from the hands of a student, I'm going to replace it with either the same or better but yes they will approach me and say what would be the best device for this student and that is what I will buy. As far as making the purchase themselves, they will not be able to. We need to figure out how to standardize.

Mrs. Regis-Darby asked what kind of accommodations do you have for kids that need assistance in technology and stuff like that? Mrs. Paul stated that is why I'm going to meet with the supervisors of Special Ed. When I meet with that person and do the budget, I meet with every individual principal, every department head, including Mr. Tatum because he does run administration here. I meet with everyone and speak with everyone to discuss what is the needs for their department, students and then I develop the plan of the budget. I will look at any form of grant money that is available.

Mr. Monge stated I don't want this to be lost in translations but it will be a District approach versus individuals. Mr. Nufrio stated site based can still work in other things but not for this. Mr. Tatum stated the reason why we have to go this way is because there are so many areas that we need to work on and improve on and where the priorities are at this stage of the game. I think we may have to do something that is drastic enough to get the big pieces out of the way and then we work our way down. For the most part what we are really looking for people not to do is going their own way and buying this and that and it still becomes a mixed bag and again we are trying to put the money in the areas of where we have the highest priority and we all agree, including our corporate partners, that the situation in our high school is in such a need and that is really where we should start and not leaving the other schools out but understand that is our first priority.

Mr. Nufrio stated you need a whole day just for yourself and that is a positive. Maybe we can make part of the agenda an IT update and I will talk to Mr. Tatum and see if we can incorporate you at the regular meetings so that you can actually give an update as you had eluded to before Jeff so it doesn't just become separate issues via fiscal and operations, it is actually an IT update.

Mr. Tatum stated what I'm going to be reading from, if you want to take notes by all means, but you will be getting a draft copy once it is finalized. Please send me any input or feedback.

Budgeting - #1 on the budgeting and I talked about this a little bit and I talked to Mr. Brennan and asked to look at the development of a zero-based budget for implementation in 2017-2018. One of the evaluation pieces is something that we talked about last year and that is to develop a new budget calendar for the District and I'm using October 2016 timeline. I think we need to spell out very clearly how we are going to go about doing this and I have a benchmark date that we will review our progress in February 2017 at our February planning session.

The second part is there are procedural things we need to identify the fixed costs, the salaries and benefits and those areas where we are mandated to cross funds and then we are going to take a look at essential and non-essential personnel. I think that we need to be very clear on if there is a program that is phasing out or there is a particular group of people who retired – if it becomes a non-essential program, let's take that money and allocate it to something else – something that fits in the future of the District.

The next part is to establish a formula for a building based allocation and departmental needs based upon State and federal mandates. To clarify that – in other words I think how we allocate money to each school has to be taken into consideration for what the particular needs of that school. What has happened over the years, we do the same thing every year and I think what we should start doing is taking a closer look at what the needs are. The needs may be different by the enrollment in the school, member of faculty in the school, by particular programs in the schools, whether special needs or whatever. We need to start looking at it very carefully as we build our budget. Also the alternative resources that come to us like these grants that we are talking about now; we have talked now for the second year about alternative funding sources – look at our Title I programs. One of the things that just happened about 2 weeks ago, we had approximately \$880,000 restored to our Title I budget. If we are paying a particular individual that they are doing Title I support but we are paying them out of LEA funds and the money is available to pay them out of there, that reduces the amount of money that comes out of LEA so we have to start looking at the fund sources and as Mrs. Paul mentioned, some of those other funding sources that were Title 2A and so forth and we have to look at how that money is allocated. By the way, the State is going to look very carefully at how that money is being used as being restored. Next week or so I will be sitting with Central Office staff and the person who does Title I and look very carefully at that. We are looking at restructuring our IEP program as well and of course, to support any new programs and initiatives in the budget. We will continue identifying those initiatives as we move forward but by the same token some of them will tie into technology, classroom programs, supplemental programs and I think some of the things that we have allowed to lapse over the years, we could look at restoration of some of them and get them into the existing school budget rather than being a situation where we are trying to ask parents for particular donations of programs that we should be able to sustain ourselves in the local school budget so there is no commingling of funds once we get those things in the budget then they become sustainable and fund them annually.

That is as much as I want to say about that right now and the big button right now is the zero-based and the analysis of how we have been applying our funds and I think the Central Office staff will have a lot of preliminary work to do before we get up to that February 2017 deadline where we will assess where our progress is. I believe the budget is due in March. We should be pretty far down the road by then.

Fund, instruction and testing – here is an objective that we will have to refine just a little bit more. We have started to take a look at the current test scores on PARCC that we received. Mrs. Moses and I met and we started talking about objectives and this is a very ambitious and global objectives. What we want to take a look at is the total target population of students and we want to be able to decrease the percentage of students that did not meet expectations – that is one of the areas and also those who only met partial expectations in math and language arts.

Here is what we still need to do and this why it is a work in progress. At looking at decreasing that population, we have to then go back and analyze each grade level and set an actual target for that particular grade level based upon the percentage of students that fell into that category. We have only had an opportunity to look at the global pieces and I know there is a lot of work to be done on the secondary level on what I have seen. I met with Mr. Lowery briefly on his test scores and I can tell you that he was not particularly pleased with the percentages. We are going to be working on that and focus on math and language arts.

I mentioned before that one of the other things that we were going to work on and there is a direct plan for this and that is our AP program. One of the things that I had identified throughout the District is AP had seemed to be another issue that is all over the map. Principals a couple of years ago were given the opportunity to set their own targets and do AP anyway they liked. At one point we had a person in the District who actually was the overseer of that entity along with other responsibilities but there was more coordination of how the program actually operated. I'm looking to get back into that. One of the things I would like to do is possibly look at one of our elementary supervisors who really has a background in some of the remediation programs and have that person be the overseer while all administrators getting involved in the actual assessment of the program. There is a new plan that is in place and Mrs. Moses will be coming back with more of the objectives. I put together two assessment dates that I think that we need to benchmark here because of the use of poorly benchmarked assessments December 2016 is one date to assess where we are on that particular program and then in February a second look and that will begin at the February Planning session.

Mrs. Regis-Darby stated so you want to benchmark the AP program twice for the year? Mr. Tatum stated assessment in other words evaluate where we are. What I'm saying is I think there is going to be assessments that are going to be designed from a standpoint for student growth but by the same token I'm looking at that information because I am making an assumption here that by December at least one assessment will have been commenced. Knowing that the school year is at the half way point in February, that is around the time a second one should be administered and we should have some kind of feedback there. This is one of those programs and the other thing is tied to the budget is how we are funding this as well. It may make many situations with the AP program kind of border with Title I – we don't do that in Union. That is also LEA funds so there may be some ways to maneuver moneys that way as well. Maneuver in the sense that we are going to use our LEA money for other possibilities that we can use Title I – alternate ways.

Mrs. Zuena stated I think the problem with the PARCC scores is it is just society now. Everybody knows as of now PARCC wasn't counted for anything. You didn't need to get out of high school. They hear it on TV, they hear it everywhere and my kids come home and say some kid next to me took the test in five minutes and put his head down and went to sleep. It is not just here, it's kids in Summit, nobody cares so they go through the test and pick multiple choice and they are done. Until they are going to take the test serious, I think the scores are going to stay. Mr. Tatum stated that is a valid point that you make but I think the other thing is as we start to infuse the use of technology and instruction, like anything else and we talked about this about 2 years back before PARCC got implemented and we were concerned about how we were going to go about taking the test and what was the necessary pre-requisites and skills to sit for the

exam. As we infuse more of this into the classroom and more instruction, I think then you are going to see more seriousness because this I think is the way we will be teaching and learning.

Mr. Monge stated the other issue is the results and you get the results further down the road and then you get results but you don't exactly know what you have going on in the test so how can you benchmark that. Mr. Tatum stated the answer to that is it goes with what we touched on last night and what we talked about – there is a core base of subject matter that we have to cover that is tied to the core standards. Those core standards are designed to link to the actual exam. I don't know if there is 100% correlation to that because that has been a big controversial issue in terms of the testing versus the actual and maybe there is a situation where there has to be more tweaking on how those things align with one another but after we analyze the result a little more closely, we will be able to at least make a better assessment that students did have a score that needs refinement and let's say 9th grade algebra because looking at the test globally it gives you an idea of what percentage of your students failed to a certain extent but we also know who they are which is another important part and those students are grouped in there and they are in class together and they qualify for certain support and I think that is how we go about it and look at that population and look at what things we can do instructionally to reduce and increase that level of learning and preparedness.

Mr. Arminio stated it may even help with cutting down on the length of the testing period and help improve the score. Mr. Tatum stated and for the kids to take it seriously.

Mr. Nufrio stated O-1 is misplaced. This should not be on for this evening. We said it wasn't going to be decided until the 29th. Mrs. Zuena stated it was tabled to today. The other resolution was tabled to the 29th. Mr. Nufrio stated we are not supposed to be voting on this tonight. I'm tabling this. Mrs. Zuena stated the only issue was why we had to vote on it. Mr. Nufrio stated there was only one and we needed additional information. Mrs. Zuena stated we got the additional information on back-up and we were supposed to take a look at it before today. We have had it on our back-up.

Mr. Monge stated for clarity, the back-up that was provided – if you look at it there is two options. One is for one year and one is for two years. What I said yesterday was economically to choose the one year. I don't know why the two years is still on there. Mr. Nufrio stated it is incorrectly written. Mrs. Zuena stated there is a time sensitivity to this. Mr. Nufrio stated the 29th can still be done. Mrs. Zuena stated it is for the 21st. Mr. Monge stated a quick solution here would be to make a motion to amend the resolution and then vote on that amended resolution because it is a simple fix. There was more than one option but it wasn't presented until we discussed it in the finance committee and based on that discussion I came out and I said the first option, the one year, is better. Mr. Nufrio stated the committee is prepared to move as a one year. Mr. Monge stated yes. Mr. Nufrio stated so it would require an amendment of this resolution. Mr. Monge stated yes. Mr. Griggs stated it is not even on the floor, you can rewrite it.

Mr. Tatum stated let me just tell you what the other goals are and then I can do the rest at other meetings. One of our goals is going to continue to look at grade level configuration. I will talk a little more about that as we move forward.

District supervision reorganization and there is a new organizational chart that will be prepared to set forth that particular goal.

A big goal and long-term goal is the future use of Hamilton School. We will start to take a look at that and there is going to be a lot of input from our Business Administrator and others. I just want to review the evaluation that we should undertake in that particular goal and there is a lot of people that will be involved in this.

I think we need to review demographic studies and enrollments. We have to revisit use of space. We have to discuss potential referendums and establish timelines for activities that are associated with this. I think what is going to have to happen is we are going to have to identify very clearly what use we want for this particular building and that has to be based upon something. I think when we reviewed this the last time we took the most cost effective measure which was to use it as office space but as we talked and as we mentioned last night, moving down the road I do believe we are going to need that space for educational purposes so I think we need to look seriously on how we can make that a building that not only is accessible and useable for students but also something that is incorporated as something that enhances the instruction and the class sizes that we have in the District.

Mr. Arminio stated for the reconfiguration – can we do redistricting to lessen the population density at some of the schools. Mr. Tatum stated absolutely, we will when we get to that particular point. One of the other issues is that we have some imbalance in the schools. Some schools the enrollment is smaller and small enough to redeploy teachers in different schools throughout the District. Looking at Hannah Caldwell, it has a pretty high population and Washington School has a high population and then look at Livingston School whose population is 3/4 of those other two schools I mentioned. There may be some room there and that is a whole other issue and that is something that is going to take some time. So that is long-term.

We are going to continue to pursue competitive and non-competitive grants and also the establishment and enhancement of existing programs and establish supplemental programs – after school programs, academy programs, summer programs that reflect grade level transitions and programs.

Last one tonight is special services and I am going to read the goal to you and my goal is to have a reorganization to improve the quality and services to students and parents from that department. Part of that is administration reorganization and how we go about the availability of the administrative staff and parents to develop programs and IEP considerations and that kind of thing. What happens is a lot of parents feel short changed by the level of service that they get because we have been spreading special services people awfully thin in terms of their working the classroom. So I am working on a plan and I did an organizational chart just for that alone.

That is what we have coming down the wire and there may be more that we feel that we need to bring in but those are some of our goals to get us going for the next year. One last comment, I will review this with our districtwide planning committee and seek their input. We also looked at a list not to very long ago of issues that we had planned on and there are a few

items that we need to work on and that may cause this list to grow because I will be meeting again next month and I certainly want their input.

Mr. Nufrio stated there are still too many items on the list and we won't be able to get to them. How about if we select collectively items that we should emphasize for now and then perhaps in a written form we can request some input from the Superintendent and individually you can send that request to Mr. Tatum. Mr. Arminio stated or at each Board meeting we do one. Mr. Nufrio stated that is a great idea.

Mrs. Zuena stated I want #3. Mr. Le stated I requested #4 and this comes back to when it was introduced back in May and I know one of the first next steps that you mentioned was that this could be deferred to the Education Committee. Do you want that to happen? Mr. Nufrio stated we are revisiting something that has been exhaustively discussed at we are still at the mercy of what the State dictates. I don't think at this point this is an item that should be for this evening. If you want to bring it up again at the next meeting in September. Mr. Monge stated I know you have the resolution that was adopted by many districts. Obviously the State came out and gave direction as it pertains to graduation requirements which obviously contradicts the original resolution. There is an issue because every kid is in the high school and for the rest of their high school years, they don't have to take the part. Mr. Nufrio stated that is not necessarily the final answer.

Mr. Monge stated that is the final answer. Mr. Nufrio stated they have to do an alternate. Mrs. Zuena stated they have to have a test required and it doesn't necessarily have to be PARCC. Mr. Nufrio stated that there was a statement that we put out last year when Mr. Arminio was present. Mr. Monge stated I'm trying to go with the whole tabling. Mr. Nufrio stated I have to interrupt you for now. I'm using executive power. I want this done in the Education Committee and Mr. Le you may attend an Education Committee, there are four members, you will have to work it out with one of them to allow you a seat.

Mr. Monge stated #7 – we already spoke about and I think we can report back in committee and come back with a plan. Mr. Nufrio stated that could be quite a discussion as well. Mr. Monge stated I don't think it is much of a discussion, it is something that we have to update. Mr. Nufrio stated public relations would be Mr. Tatum's concept. Are you prepared to make a comment on public relations or not. Mr. Tatum stated I think that can wait. Mr. Nufrio state you can bring that up in your Superintendent's Report.

How about healthcare broker – are we prepared to really discuss it. Mr. Monge stated I think we should discuss it. I didn't know this would be the place. Mr. Griggs stated I don't think it is. Mr. Nufrio stated I wasn't asked for any input on this. I was given this and I guess it was put together either by you or Mr. Vieira. Mr. Tatum stated it wouldn't be Mr. Brennan because he just started. Mrs. Cappiello stated your office and me. Mr. Nufrio stated I am going to defer some of these, I'm using my right to do that. We are deferring the health broker issue, PARCC, public relations, update and the RFP process and boiler plate comprehensive – I think all these things are for someone to put something together in a very nice draft that we can use and who wants to do that? Mr. Monge stated I would like to work with you and we talked about trying to use boiler plates and Mr. Griggs talked about identifying RFP's that are out there so not

to recreate the wheel. Mr. Brennan stated I have a network of BA's that I can tap into. Mr. Nufrio stated it has to be in conjunction with the Board Attorney so that we are not crossing any lines and that can come as a report from the Fiscal and possibly Operations as well. Mr. Monge stated what I will do is I will put together bullet points of what I think and I'll share and you can give feedback.

Mr. Nufrio stated the re-negotiations of joint services, I don't think we are ready for that. We can't delete the last one, strategic efforts to improve the high school. You kind of talked about some of that. You did as well and I don't know what else needs to be said. Mr. Arminio stated wouldn't we need input from the principal. Mr. Nufrio stated exactly. The strategy would be – he gets together with the principal in conjunction with all of your central staff and then come back to us with some plan and that you would like us to consider.

Mr. Monge stated I think we need your input as well. I know there are a couple of things that you guys know that Nancy and I have dealt with and we talked about it with Mr. Wiggins and that is the lighting and fixtures in the high school. We are actually going to put something together with Mr. Wiggins and report back. Mrs. Zuena stated we did a walk through. Mr. Nufrio stated we touched upon this the last time in terms of the presentation made, it is really o.k. that it is on here but I think it needs more input.

Mr. Monge stated maybe the way of going about it Mr. Tatum because obviously the principal needs to be part of this process. We can have some ideas. One of the things that I wrote down was really taking a look at the block-class schedule. Cranford just approved that and many districts are going down that route and I think that is something that we should take. Mr. Nufrio stated for the high school I think we have a quasi-block schedule. Mr. Tatum stated that's our middle school. They mirror each other the second year. Mr. Nufrio stated this item has two facets - physical and the educational and it is not just for us to shoot the breeze. You make a good point. It is something that should be looked into and certainly we should have input from the principal. Mr. Monge stated so we throw ideas to Mr. Tatum. Mr. Nufrio stated you can shoot the ideas to him and he can run it by the principal and discuss it and come back to us.

We deferred the renegotiation with the Town and now the Superintendent's evaluation. My question to you Mr. Tatum, do you wish to have any discussion on this in public, private or do you wish not to have any discussion. Mr. Griggs stated it is usually public or private. Mr. Tatum stated I really haven't had an opportunity to review the evaluation. Mr. Nufrio stated how about if we put it in September's executive session and we will give Mr. Tatum an opportunity.

Mr. Tatum stated we came across two different approaches to re-registration and I know Sandra knows one very well because she use to work in the community where I live and he mentioned the system tonight. Give a brief overview about that program.

Mrs. Paul stated this program is called InfoSnap and it is for registration for students and it is a program that is associated with your students information system. It requires you to use certain forms so a parent can sign-in online and let say I'm brand new and moving to Union and I have a little person. I need to register my little person for 1st grade. I go online and register my name and everything and it asks for documentation (i.e. birth certificate, immunization records,

electric bill) and you can upload it. Because you can put that data in there and it automatically enters the information into the system – which includes allergies. Therefore if you have a peanut allergy it is right there so the nurse or the principal can see it.

Re-registration – your kid is already in there, the only thing you would need to do is chose which kid. Let say one of your kids has a peanut allergy – what you would do is sign back in and agree to everything that you see by saying yes, it is the same as last year and once you do that there is a way to click on it and it electronically sign a statement that everything there is the same but in there itself you have the ability to put the policies and the acceptable use agreement and stuff like that and that also is sent to the student information system. What that does to me as a technology person, which is why I want it – it now gives me a data base of exactly which kids can use the technology, who I can take a picture of or not, etc. Therefore when it is distributed to the teacher, the teacher sees it under the student's name. Let's say I have a son and I am not allowing him to be filmed or a picture on the web, when the teacher sees him on September 6th when she goes into do her attendance or whatever it is. She is actually able to see right then and there that this student is not allowed to do it. What she now does is make a note and make sure that when she does any projects in her classroom that student is not available for it. Let's say a student has a peanut allergy, the nurse sees it also and the teacher sees it so we know he needs to go to a different lunchroom or table.

Mrs. Zuena stated it is a good process but what we want to touch more on is a re-registration on residency. Mr. Tatum stated it is the same program and it is a matter of going in, putting your students name in and being able to verify the information in the system and you have some kind of documentation that supports who you are and you have a unique code to sign in. I have to have something that is current. Mr. Nufrio asked can we see a copy? Mr. Brennan stated I did it when I was in West Orange. Mrs. Zuena stated there wasn't any notice, they were told that they have 7 days and go online and fill out the paperwork but they had to produce their documents in person. Otherwise anyone can change anything.

Mr. Brennan stated what we would do is have the new registration come in and verify in person because the data is in InfoSnap and once you verify and sign off on it and check the data that it is formatted properly, then you bring it into the database. It is a whole process. Mr. Tatum stated that sounds like what my secretary brought to us from Roselle Park. You do appear in person, they are able to look you up in the system because you have everything filled in and then you bring the verification. Mr. Nufrio stated what if I'm not computer savvy. Mrs. Paul stated you can come in and do it in person. Mrs. Zuena stated once you do it one time, all the information is there. Mr. Nufrio stated what if you have 3-4 kids. Mrs. Paul stated what you do is verify each kids. Mrs. Zuena asked can InfoSnap be on the agenda for the September meeting? Mr. Nufrio stated it would be wise to see a sample. Mrs. Zuena stated to do a re-registration without having a system like this, I think it would take us months. Mr. Brennan stated we had PowerSchool which is similar and we had about 7,000 students in West Orange and we spent about 24 evenings and we brought them in by alphabetic range and re-registered every family. We did remove about 60 students and a couple were out-of-district.

Mrs. Zuena stated to do a re-registration for a whole district without a system like this and you said it was 24 evenings with a system. Mr. Brennan stated that also required secretaries

working overtime. Mrs. Zuena stated I'm really strong on re-registration. Mr. Nufrio asked Mr. Brennan what is the cost factor. Mr. Brennan stated \$8-\$10,000. Mr. Monge stated we have \$60,000 in our residency budget. Mrs. Zuena stated maybe the money can come from there. Mr. Arminio asked did we use it up with the residency inspectors – how much is used for the inspectors? Mrs. Zuena stated we are supposed to have a bigger budget than \$60,000. Mr. Monge stated what was supposed to happen it was supposed to be replenished in the budget and it was forgotten. The feedback was if we need it we will transfer money. Mr. Nufrio stated and that was the response. Mr. Monge stated we had additional money that we would have had left over to do something, but we just didn't use it. Mr. Nufrio stated since it wasn't used it was reallocated.

Mr. Monge stated the conversation that we have had for months is we were going to start doing it in August and I guess a realistic timetable that we could really stick to and this is what everybody is demanding and I'm tired of hearing it as a parent, as a Board member from the community and the parents. It may be true, it may not be but if we could go through this process and just get this done and see what happens. Mrs. Zuena stated but to do it in phases which is what we originally talked about it. You have both done it before and if you are going to do a Snap – you want to shock the system. If you start to do it in August and then more in September, they know it is coming. I don't want to say give them time to prepare their documents but you are giving them time. If you Snap it and tell them they have 10 days to produce these documents, it is a little bit easier than starting August. After reading up on all this information and hearing different things, to do it in phases like that, it is not as much of a Snap as doing it all at once. Mr. Nufrio stated you are suggesting a one shot deal with this. Mrs. Zuena stated if they could provide more information for the next meeting with the InfoSnap and how long it would take us to get the system going, we don't have to do it in a specific month, it could be done as soon as the system was put into place. Mr. Nufrio stated we would have to first approve it.

Mr. Arminio asked how much does the system cost? Mrs. Paul stated it is per kid. Mr. Le stated it seems like we want to speed up the verification process and make it much more efficient. Is there any kind of technology or software that can verify certain things such as homeownership, that you own the property, you pay the property tax – something that verifies as quickly as possible so that you can get the “low hanging fruit” out of the way. Mr. Nufrio stated I don't think it is legal. Mrs. Paul stated something like that would have to go across data bases. We would have to get access to people's information and you are talking about privacy issues. Mr. Griggs stated you don't want that. Mr. McDowell stated the Township has a tax pilot property and you can look it up. Mr. Griggs stated the problem is the renters.

Mr. Nufrio stated at the worksession meeting. Mrs. Zuena stated a little presentation on InfoSnap and cost. Mrs. Paul stated I will.

Mr. Tatum stated regarding re-registration and removal of a student from school and maybe intervals within the course of a school year, how does the appeals process when we identify someone doesn't live in the area because the appeals process forces them back at school. Mr. Griggs stated you have a hearing, proofs are submitted by your attendance person and if the Board approves the removal, then you give them 21 days to file a petition for an appeal and they

will stay in there as long as it takes to get to a final hearing. The difficulty is you get to a final hearing and the Administrative Law Judge says o.k. school board you are right and he/she says tuition is \$15,000 and you then have to take that decision of the Administrative Law Judge, move it over to Superior Court to have the judgment entered, docketed and then you can begin to try to collect the money but the difficulty is that most of these folks don't have any assets. You can docket it and if for some reason they go buy a car, buy a house, it will come up but it is a long process. In my experience, the best thing is to get them out of there. Mrs. Zuena asked how quickly can we get them out – the exit process. Not so much about the money. Mr. Tatum stated what I was getting to is the time of the year means everything. Once school starts, we get bounded by other things. To Jeff's point, we really need a timeline. We should start this process in April of the prior year so that we can say by June 30th, if we don't have your documents, you can't come back. Mr. Griggs stated it can take 6-9 months to get through the court system. These cases are not priority.

Mrs. Zuena asked what is the best time of year to do a re-registration? Mr. Nufrio stated March/April. Mr. Brennan stated we did ours in the summer. Mrs. Zuena stated this way they couldn't re-enter in September. Mr. Griggs stated unless they filed an appeal. You have to give them a hearing. You can't just throw them out – you have to give them an opportunity for a hearing. Mr. Nufrio stated if they don't oppose it, you don't have to give them a hearing. Mr. Griggs stated yes. Mr. Salcedo stated you give them that 21-day letter and see what happens. Mr. Tatum stated I think the appeals process, there are fewer people that take part in the appeals but a lot of them just turn around and leave. I think when they are in school and it is the end of the year, they will say I don't want my child to leave the District and they will do an appeal even knowing that they aren't qualified to be there. I think the later part of the school year into the summer. Mrs. Zuena stated so do something May/June. Mr. Tatum stated if we do it every other year, I think what I'm hearing is that want to do it every year and that is the reason why we need to have a system like this. I heard it from you Nancy and Mrs. Darby – as parents, you don't want to have to travel to 3-4 different schools. You want to go to one central location and have it done. Mr. Nufrio stated do a presentation at the worksession.

Mrs. Zuena stated I don't know after we do a full re-registration, if it is something that you have to do every grade every year. Mr. Brennan stated we did it one time and then we wanted to do it every 5 years.

Mr. Monge stated we were thinking about shocking the system and doing it a couple of years and then looking at re-evaluating whether you have to do it every year. Mr. Nufrio stated bring data that will give us information in terms of cost, recommendations by you and our BA and of course Mr. Tatum will have to review it and bring it to us at the September worksession meeting. Mr. Monge stated and a plan of action is another thing because we have been talking about this for months so it would be ideal to be able to say this is how we would do this, how much it would cost, how long it would take to implement it, and this is how we are going to implement it and when we want to implement it. Mr. Nufrio stated that will be part of the decision making.

Mr. Tatum stated after we develop our new budget, we will have a cost factor that we can put in as a fixed cost based upon the money we budgeted and how much this is going to be above

and beyond the amount of money that has been allocated. Mr. Nufrio stated you have been given notice that you have to increase that budget.

OPERATIONS COMMITTEE RESOLUTIONS:

Mrs. Zuena stated there was two back-ups on our agenda – one was for the plan that is here in front of us and the other one was for the same plan but for one year. Mr. Monge stated it was a 4% reduction. One was for no increase for two years or one year with a 4% reduction. Mr. Nufrio stated you are suggesting that is the better selection. Mrs. Zuena stated there is a \$40,000 savings. Mr. Nufrio stated so we will be changing the verbiage.

Mr. Arminio stated I'm all for saving \$40,000. Why was the 0% placed on the agenda and not the other? What is the anticipated increase in the second year of the -4% in the second year and I know last night you said standard is 2-3%. So we would be saving 2% in the 2nd year. Mr. Monge stated the assumption is that it gets increased like it historically has, that would be the assumption. The first question – who knows and one of the things that I said as we are re-evaluating the broker as a whole, why would we take on a 2-year deal that doesn't necessarily make sense? Mr. Nufrio stated that makes sense. We are better off doing it as a yearly thing because then we have some control in the event that something goes wrong we can say your year is up. Mr. Monge stated the proposal was to have 4% each year upon the 2-year deal. Mr. Nufrio stated we are going to change the language to one year and we need to vote on this.

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

O-1. APPROVE RENEWAL OF DENTAL PLAN – DELTA DENTAL GROUP

Approve renewal of dental plan with Delta Dental Group for the period of September 1, 2016 to August 31, 2017, with a 4% decrease to current rates for one (1) year, in accordance with the information appended to the minutes.

DISCUSSION:

None

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

NAY: None

ABSTAIN: None

Mr. Nufrio stated I thought we paid the bills last night. Mr. Griggs stated it is the balance of the Pattock agreement. Mr. Nufrio stated shouldn't we specify that in there because that is a broad statement. Is it listed in the back-up? Mrs. Cappiello stated yes. Mr. Nufrio stated it is clear that you are recommending this.

APPROVAL OF BILLS

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

DISCUSSION:

None

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

NAY: None

ABSTAIN: None

MOTION CARRIED

COMMENTS FROM THE PUBLIC:

Anne Margaret Shannon stated technology – Rich and I went to a workshop in Hunterdon County and everything was Google and they talked about Flicker and said you can use an iPad but we don't have them and they said you can use your own but we don't have wi-fi. Did I really hear you say that we are going to have wi-fi service for any device, anywhere in the District – that is our plan. You did say that? And we are looking at one-to-one, not classroom carts. Mr. Tatum stated yes one-to-one. Anne Margaret asked am I hearing that possibly that we are going to put everything online? Mrs. Paul stated yes we are moving in that direction. Anne Margaret stated there are grants that NJA has and I don't have the time to sit down and write a grant so when you guys are doing grants, will you help us. Also we lobby for e-rates all the time so if there is something we can do as a group, Rich and I are right there for you. Mrs. Paul stated I go to Washington. Mr. Tatum stated what we need to do is at one of our meetings we plan to sit and coordinate that and I'll fill you in on some of the purposes we are finding and applying for grants moving forward.

Anne Margaret stated IT staff – are there three people. Mrs. Paul stated four. Anne Margaret asked can we do it with just that? Mrs. Paul stated I have to evaluate it first. Mr. Tatum stated we asked Mrs. Paul to identify the needs of the District however we have recommendations as well through our audit and through our corporate partner. We have something to work from and as she identifies the needs we will start to infuse those needs into the District.

Anne Margaret stated in NJEA we have educators full-time who are consultants after school and we have those summer employees that are involved in the tech – will we do consultant technology? Mr. Tatum stated the door is wide open right now.

Anne Margaret stated you mentioned staff being trained on the Google docs. Are we getting our employees trained or are they having to do it on their own. Mrs. Paul stated my staff is doing it on their own because it is an online training. Anne Margaret asked is it on work time or personal time. Mrs. Paul stated I told them not to do it on work time. It is the same as personal development. On weekends I go to ed camp and I'm an ed camp NJ organizer because I go to ed camps, I do it on my off hours. I told them to do it after hours. They are all going to be trained as Google educators and Google administrators. They are getting the same certs I have.

Anne Margaret stated you mentioned December benchmarks. Is that going to be in addition or instead of. We have first marking period exams in November and then second

marking period exams at the end of January – so now we are looking November, December and January. Mr. Tatum stated when I talk about benchmark dates, I’m not talking about your dates, I’m talking about an assessment date for us in terms of being able to evaluate where we are as a District.

Anne Margaret stated #9 approving UHS, you are putting it on hold and you are going to get Mr. Lowery involved, can you possibly consider including other stakeholders like the UTEA when you are having those conversations? I’m not looking for an answer right now. Mr. Tatum stated I will tell you after we adjourn. Anne Margaret stated I think the administration is top heavy in elementary background.

MOTION FOR EXECUTIVE SESSION:

Moved by Mr. Salcedo, seconded by Mrs. Regis-Darby, that the Board go into Executive Session to discuss the following subject matters without the presence of the public in accordance with the provisions of N.J.S.A 10:4-2(b) personnel matters. The Board will disclose the discussion conducted during the Executive Session with notice to the public when the disclosure will result in unwarranted invasion of individual privacy or prejudice to the best interest of the Board of Education and provided that such disclosure does not violate federal, state or local statutes and does not fall within the attorney-client privilege. All present voting YES. MOTION CARRIED.

The Board returned to public session at 9:21 p.m.

PERSONNEL COMMITTEE RESOLUTIONS:

Mr. Nufrio stated I am going to read the motion that was prepared by Mr. Griggs in the event that the straw poll proved supportive of writing a letter. This is a serious matter and by all means and each one of us gave an explanation of our reasoning (Board Bylaw 9271 was handed to Mr. Le.).

Moved by Mr. Nufrio, seconded by Mr. Monge, that the following resolution be adopted:

P-1. AUTHORIZING BOARD ATTORNEY TO WRITE LETTER

Approve authorizing the Board Attorney to write a letter to Mr. Steven Le outlining violations of Board Bylaw 9271 and violations and potential violations of the Code of Ethics.

DISCUSSION: None

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

NAY: None

ABSTAIN: Mr. Le, Mr. Salcedo

MOTION CARRIED

Mr. Nufrio stated we do this with regret obviously because you are one of our team members and certainly it should send at least the message that we are here to do a good thing. None of us are doing bad things and if we are we shouldn’t be on the Board. I would be the first

one to resign if somebody said to me you did a really bad thing. Rather than apologize I would resign.

There is a motion that needs to be presented for the SRO.

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

P-2. APPROVE SUPERINTENDENT TO GO FORWARD WITH AGREEMENT WITH TOWNSHIP OF UNION – SRO

Approve Superintendent to go forward with Agreement with the Township of Union on the School Resource Officer (SRO), pending review by the Business Administrator and the Board Attorney, in accordance with the information appended to the minutes.

Mr. Monge stated do we point to that email. Mr. Nufrio stated as per the email received. This is our legal document so if anything should change then we are back to square one.

DISCUSSION:

None

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

NAY: None

ABSTAIN: None

MOTION CARRIED

MOTION TO ADJOURN:

There being no further business before the Board, it was moved by Mrs. Zuena, seconded by Mr. Arminio, that the meeting be adjourned at 9:30 p.m. All present voting Yes. MOTION CARRIED.

Respectfully submitted,

GREGORY E. BRENNAN
BOARD SECRETARY