NOTICE OF MEETING:

TO ALL BOARD OF EDUCATION MEMBERS

The regular meeting of the Board of Education of the Township of Union will be held on October 15, 2013 at 7 p.m. at the Union High School Library, North Third Street, Union, New Jersey 07083

 The regular meeting of the Board of Education of the Township of Union was held at Union High School Library, North Third Street, Union, New Jersey on October 15, 2013 at 7:00 p.m. pursuant to notice sent to each member.

PRESENT AT ROLL CALL: Mr. David Arminio, Dr. Guy Francis, Mrs. Linda Gaglione, Mr. Richard Galante, Mr. Thomas Layden, Mr. Vito Nufrio and Mr. Francis Perkins

ABSENT AT ROLL CALL: Ms. Susana Cooley and Mrs. Versie McNeil

 Mr. Perkins called the meeting to order at 7:00 p.m.

 Mr. Damato led the board and audience members in the Pledge of Allegiance.

 Mr. Damato read the statement required under the “Open Public Meetings Act” a copy of which is on file in the office of the Secretary.

COMMUNICATIONS:

REQUEST FOR FEE WAIVER – HOLY SPIRIT SCHOOL

Lori Volturo, Holy Spirit School Sports Coordinator submitted a request for fee waiver for use of district gymnasium.

REQUEST FOR MATERNITY LEAVE, UNPAID LEAVE AND EXTENDED CHILD REARING LEAVE – DIAZ

Megan Diaz, teacher at Livingston Elementary School, submitted a request for maternity leave, unpaid family leave and extended child rearing for the period November 11, 2013 through May 8, 2016.

LETTER OF RESIGNATION (RETIREMENT) – MAYO

Janice Mayo, secretary at Union High School, submitted a letter of resignation for the purpose of retirement, effective January 1, 2014.

REQUEST FOR FEE WAIVER – CROSSROADS CHRISTIAN FELLOWSHIP

Pastor Tom Sigley of Crossroads Christian Fellowship, 2815 Morris Avenue, Union, New Jersey submitted a request for fee waiver for use of Battle Hill School gymnasium during the months of January, February and March, 2014.

REQUEST FOR UNPAID SICK LEAVE – BETHEA

Georgia Bethea, cafeteria/playground assistant at Franklin School starting September 9, 2013

LETTER OF RESIGNATION – CAMPOS

Lissette Campos, 1:1 aide at Battle Hill Elementary School, submitted a letter of resignation, effective October 11, 2013.

REQUEST FOR EXTENDED CHILD REARING LEAVE – SEMON

Jillian Semon, math teacher at Burnet Middle School, submitted a request for extended child rearing leaving leave, for the period November 25, 2013 through the end of the 2013-2014 school year.

REQUEST FOR EXTENDED CHILD REARING LEAVE – GALANTE

Krystal Galante, resource room teacher at Battle Hill School, submitted a request for extended child rearing leave, for the period November 25, 2013 through the end of the 2013-2014 school year.

LETTER OF RESIGNATION (RETIREMENT) – COLLURA

Patricia Collura, Clerk at Union High School, submitted a letter of resignation for the purpose of retirement, effective November 1, 2013.

LETTER OF RESIGNATION (RETIREMENT) – KLIMCHOCK

Cynthia Klimchock, teacher at Franklin School, submitted a letter of resignation for the purpose of retirement, effective July 1, 2014.

REQUEST FOR MATERNITY LEAVE AND UNPAID FAMILY LEAVE – COCO

Lauren Coco, teacher at Hannah Caldwell School, submitted a request for maternity and unpaid family leave for the period November 25, 2013 through April 30, 2014.

REQUEST FOR WAIVER OF RENTAL FEES – VAUXHALL HISTORICAL SOCIETY

Alphonse Leak, President of Vauxhall Historical Society submitted a request for waiver of rental fees to use Jefferson School to hold a program on Saturday, November 9, 2013 from 11 a.m. to 1 p.m. to honor veterans from Vauxhall community.

PRESENTATIONS:

Review of Running Start Summer Program and recognition of parent volunteers who assisted with the program – Mr. Matthews the coordinator of the Running Start Summer Program acknowledged volunteer parents who helped with this program as follows: Brian Cooley, Sabrina Rodriguez, Jim Jensen, Danida Dyer, Nicole Yapinzenski, Christine Grulon, The Pentz Family, Anunciata Scott, Virginia Quinn and Flavia Herodina.

Mr. Matthews said that he surveyed parents at the end of the program and he gave the results of the survey. He said that he would take the results into consideration if the program was to be run again next summer.

 Mr. Matthews presented a slide show of some of the activities that took place during the program.

 Mr. Matthews wanted to thank Rosemary Nardo, the nurse who worked the Running Start Program. He said that she was more than a “right arm” through the process and she helped out in every conceivable way. Mr. Matthews said that even though the slide show showed many non-academic activities that took place during this program, but he assured the public that there were also many academic activities that took place. He said that the students were excited about attending this program.

 Dr. Martin thanked Mr. Matthews for all of his hard work. He said that the students had a wonderful time.

Recognition of Summer Vocabulary Game Winners – Dr. Martin said that during the summer, posted in front of the administration building there was a vocabulary game going on. He said that every three, four or five days another vocabulary word; twenty all together and the rules to the game were on the district website. Dr. Martin said that students had to write down the posted word, get the definition of the word and use the word in a sentence. He said at the end of the contest the students would have had twenty words that they mailed in to the Superintendent’s Office and the names of the students who returned entries were put in a hat for a $50 first prize drawing. Dr. Martin said that the winner of the $50 – first prize was Christian Goburn; the second place prize was awarded to AnnMarie Langan and she received a $20 prize and Vincent Langan was chosen for the third place prize and he received a $10 prize. He thanked all of the students who participated in this game.

SUPERINTENDENT’S REPORT

  Presentation of 2012-2013 Vandalism and Violence Report – Dr. Martin said that Superintendents throughout the state each year are asked to read in public the Violence and Vandalism statistics which took place in the preceding year. He said that he had good news. Dr. Martin said that as he read the statistics for 2012-2013, he would also read the statistics from the 2011-2012 school year. He said that these statistics should be kept as low as possible. Dr. Martin said that through the hard work of the guidance counselors, administrators, faculties and staffs throughout the district the numbers have come down considerably. He read the report a copy of which is appended to these minutes. Dr. Martin said that overall the statistics are very encouraging and it has everything to do not only with the district faculty, staff and all the students but with the tremendous connection that the district has with the families in the district that support the school so well. He said that working together, the district is keeping the negative numbers low, which is good news; he said that he would never be satisfied until every number was zero and that is the goal.

 Dr. Martin said that at 5:30 before this meeting there was a ceremony to recognize the students who achieved a perfect score on the State Standardized Test either in mathematics, language arts or science. He said that the number of tests that were perfect scores were 194 compared with 141 from last year which is an increase of 53 tests. Dr. Martin said that everyone should applaud the elementary and middle schools for the fine work that they did.

 Dr. Martin said that the total number of students in grades 3 through 8 who actually got a perfect score on one or more tests was 180 students as compared with 137 students in the 2011-2012 school year and 131 students last year. He said that it was a pleasure for him to see the auditorium filled with parents and other family members who came to recognize the achievement of these fine young people.

 Dr. Martin said that there are a number of students who have achieved perfect scores two years in a row and there are also a group of students that have achieved it three years in a row. He said that these students were also recognized this evening.

 Dr. Martin said that another statistic that he wanted to bring to the public’s attention was regarding attendance for both students and staff. He said that he spoke to parents at Back to School Nights about when students are in school, the district has the opportunity to teach them, but if they are not in school for whatever reason, it is much more difficult. Dr. Martin said that if a student is sick, he or she should not be in school but for any other reason, students should be in school and they should get to school on time. He said that for the month of September the student attendance was 97.686% which is an improvement from last year when it was 97.189%, which is up almost ½ a percentage point. Dr. Martin congratulated parents and students because it can only help students to be in school because education is important. He thanked parents for making that extra effort. Dr. Martin said that the staff attendance for the month of September was 97.234% compared with 96.675% last year which is an approximately ¾ of a percentage point increase. He congratulated Mr. Capodice, president of the U.T.E.A. and all of his members for an excellent start to the school year.

 Mr. Perkins said that it was clear that district students and staff want to come to school. He said that since he has been on the board he has made a special area of his interest in the security of the school buildings. Mr. Perkins said that research points out that school climate is more important than virtually any other consideration with regard to safe schools. He said that it was pretty obvious that school climate and morale in this district was really high and does contribute to the security and safety of all of the students and staff.

COMMENTS FROM THE PUBLIC ON ITEMS ON THE AGENDA

 Mr. Perkins said that he knew that the majority of the people present at the meeting were interested in speaking about the Middle School Academy and Dr. Martin’s letter to parents. He said that there are several items on the agenda which relate to that; they are P-6 which talks about the staffing of the Middle School Academy which had heretofore been scheduled to start tomorrow; P-21 which addresses the staffing of the High School Academy and one of the field trips that was submitted for board consideration was a trip to Philadelphia by the Middle School Academy program. Mr. Perkins said that those three items require the board’s attention this evening. He said that Dr. Martin issued a letter on Friday of last week indicating that the Middle School Academy would be postponed. Mr. Perkins said that he spoke to Dr. Martin earlier in the evening and he will offer some explanation of why that is so and then, the board will accept public comments on those items on the agenda which pertain to the Middle School Academy.

 Dr. Martin gave a brief history of where the district is regarding the Academy program. He said that this summer when he discussed the proposed Fall Academy program with the board he indicated that it would have a similar form as it has had in the past three years in that the students would come to school for twenty days before and after school for an additional class and then this year, the students would travel to Philadelphia for an overnight trip. Dr. Martin said that for this Fall Academy the form would be speech and debate plus current events in the morning session and during the afternoon session the students would learn about the stock market and read the book *1776, The Play* in preparation for going to Philadelphia. He said that this year there was also a new program that was proposed for the 9th graders at the high school (many of whom had attended the middle school academy) and the students had asked for a continuation of the program at the high school. Dr. Martin said that the idea was discussed in the summer and he proposed giving to students who are on free lunch status, a complete scholarship would be extended to the Academy and if a student had reduced lunch status, would only be responsible to pay ½ of the tuition amount. He said that this resolution was approved by the board.

 Dr. Martin said that he spoke to all middle school students and three weeks ago, he conducted a parent meeting regarding the Academy. He said that he proposed that students who were interested in attending the academy would have to attend two morning lectures on the Wednesday and Thursday following the parent meeting; these lectures took place at 7:10 a.m. and only students who attended these lectures would be considered to attend the Academy program; also students had to submit a 150 work essay from each student on why they wanted to be considered for admission to the Academy. Dr. Martin said that he was really not sure how many students would really make the effort to attend these lectures and write the essays. He said that he was also interested in finding out if students who had free lunch status would be really serious about attending the Academy. Dr. Martin said that he was amazed that there were about 325 students who initially expressed interest in the academy and he thought that number might drop with the requirement of attending the lectures and submitting the writing sample. He said that out of the 325 students 312 actually came on the two mornings and turned in the writing assignment.

Dr. Martin said that the applications for the Academy started to come in and this brings us up to last week. He said that there was some concern that was brought to his attention because there seemed to be an increase in free and reduced lunch applications at the middle school level being sent in and there was a feeling that some of the applications may not have been legitimate. Dr. Martin said that this concerned him because this is not what the purpose of the idea of the program was. He said that in his mind he felt that if an individual did file an erroneous application and an audit was done which found that applications were not file appropriately and the student was not qualified for free or reduced lunch and they were enrolled in the Academy, he felt that he could just give the parents a bill for $175 for the Academy. Dr. Martin said that the $175 covers twenty days of Academy classes, the trip to Philadelphia and an Academy shirt; he said that the district does not make any money on the Academy. He said that during his time as Superintendent, his feeling about the families in Union is very good. Dr. Martin said that he felt pretty secure that if anything should happen, the district would get the money. He said that there was an e-mail that was circulated to him and the Board of Education members on last Thursday which caused him a great amount of concern because the e-mail said that if someone did file a false application that would constitute “double fraud”. Dr. Martin said this meant it would be fraud because the person was requesting free or reduced lunch, when it was not appropriate and there also would be a second fraud because they would be able to attend the Academy at no cost for filing false paperwork. He said that the problem was the word “fraud” because fraud is a crime and if a family was going to be looked on as committing double fraud for enrolling a student and then it was found out subsequently that the paperwork was wrong, he was very uncomfortable with anybody being “tagged” or “labeled” with a double fraud allegation. Dr. Martin said that no one loves the Academy idea more than he does but he was not going to encourage anyone to get themselves into a situation where they are in a double fraud allegation, he did not think that was right and he did not want anyone to get in trouble. He said that he would rather do what he did on Friday than to watch anyone get in trouble. Dr. Martin said that on Friday he spoke with Mr. Vieira, the Business Administrator about possibly postponing everything for two weeks and in those two weeks an audit could be done to get all of the applications straight and then the Academy would proceed. He said that it turns out that the audit process could take upwards of 30 days or more because there is a prescribed procedure that must be followed. Dr. Martin said that he made the decision to just postpone the whole thing rather than anyone getting in trouble. He said that he would rather make sure that the people who made new applications for free or reduced lunch were thoroughly looked out before the Academy begins. Dr. Martin said that if the district began giving services to the students and then it was determined that an individual student was not eligible for free or reduced lunch, the parent would have to pay the fee.

Dr. Martin said if anyone was to ask him of the 312 students that were enrolled in the Academy how many were enrolled filing for free or reduced lunch this year; the number that he got earlier today was 25; broken down as 15 free and 10 reduced. He said that 15 free lunch students at $175 per student would be $2,625 and the 10 reduced would be $875, equaling $3,500. Dr. Martin said that even if all 25 were fraudulent, the costs would be $3,500. He said that he has been told that there are more than the 25 but even if that number were doubled, the cost would be $7,000, he said that this amount is spent in one day on substitute teachers in the district. Dr. Martin said that he was very open to looking at ways in which the situation can be corrected because he would like to see the Academy proceed. He thought that a plan or procedure had to come up with to safeguard the district regarding the fraud situation. Dr. Martin apologized for any inconvenience that this has caused the families; he knew how excited the students were and it blew his mind that 312 students in the district were willing to get up early in the morning and stay after school for twenty days. He told the story of a student at one of the middle schools who was always in trouble but this year he wanted to be a part of the Academy and he attended the two morning classes and did the writing assignment in order to get accepted to the program. Dr. Martin said that this was very important to all of us because this student was going down the wrong road and could have become a negative statistic and knowing that he wanted to attend the Academy and change his ways was worth every effort that the district was putting into this program.

Mr. Perkins said that he was the one who wrote the memo regarding the spike in the applications for free and reduced lunch. He said that what many in the town do not know is that in the spring of 2011, the board was cited by the U.S. Department of Agriculture for failure to properly administer the free and reduced lunch program. Mr. Perkins said that the district had an audit which lasted several weeks by a federal agent; at the conclusion of which this district was required to amend its review processes for free and reduced lunch applications and submit them for approval to the U.S. Department of Agriculture. He said that the district employed a consultant who came in and went through the process of reviewing every application looking at the procedures and practices that the district used; individuals were trained in processing the applications and the district was fined $20,000 for not properly administering an application process in the first place. Mr. Perkins said that this is why he has a high sensitivity on his part and the part of anyone who looks at this, with respect to the application process for free and reduced lunch. He said that he learned on Thursday that there was a spike in these applications and thought it was coincident; he said that the numbers, the identities and the correlation with applications is still under investigation. Mr. Perkins said that from Thursday until today is not a lot of time to do an investigation but he assured everyone that the investigation was continuing. He said that it a crime to knowingly submit an application that is false with respect to federal funds; i.e. free and reduced lunch. Mr. Perkins said that the money involved in not material and he said that there have been some members of school boards in other districts who were removed from office and indicted for filing false applications for free and reduced lunch. He said that one of the things that he and Dr. Martin talked about was that it was urgent because of the spike that an investigation be done as soon as possible. Mr. Perkins said that the consultant came back on short notice and pointed out that the district is responsible to verify the applications for cause in accordance with the regulations of the U.S. Department of Agriculture and that is why he wrote the memo. He said that Dr. Martin then concluded that it was best that the academy be postponed until the matter is straightened out. Mr. Perkins said that the investigation will continue and over the next 30 to 60 days review applications and where it is determined that there is a false application, knowingly or conclude that it may be knowingly, the district will take the appropriate action under the guidelines of the U.S. Department of Agriculture and that which by law the district is required to do. He said that he does not want to see the auditors come back into the district to go through a whole other process and a devotion of time and effort on the district’s part. Mr. Perkins said that the next time that this happens, the district will not be fined $20,000 it will be considerably more he was sure. He said that was the story regarding the “alleged” double fraud and he felt that the board would be remiss in not taking this action.

Mr. Nufrio said that he was doubly confused at this moment. He asked Mr. Perkins with regard to the information disclosed as to the penalty that the district was assessed, the $20,000, this was the first time that he was hearing of it. Mr. Nufrio said that he would like the public to know that the district did not process those applications and he recalled at the time that the question was posed, he insisted on asking for a review of all applications because he wanted to be sure that the district would not be falling into the same “situation” as the other school district which was alluded to earlier. He said that the district went through the process and it did cost the district money. Mr. Nufrio said that he had also recommended that any penalties, fees or any monies that were to be disbursed to review all of the applications, should be presented to the individuals who processed the applications. He said that there was a contractual agreement with the company who provides the food for the district, for them to process the applications. Mr. Nufrio said that it was only fair that this issue be revisited. He said at the time he was told to wait until the district sees how much it will cost to hire a consultant to review the applications and what the “fine” is before any action would be taken. Mr. Nufrio said that the district paid the consultant a great deal of money but now that he knows that amount of money that the district was “fined” he was asking Mr. Damato to revisit that request in terms of discussing some type of settlement with that company. He did not feel that the taxpayers of the community should be shouldering the expense that it took to rectify errors or omissions by the individuals who originally reviewed those applications. Mr. Nufrio asked Dr. Martin how the submission of an application translates into stopping an entire program as he felt it was a clear case of worrying about the few who may have possible presented fraudulent information. He said that if this is the case, those who submitted the applications are already in trouble if they submitted fraudulent information; not just with the double jeopardy that Dr. Martin alluded to but there are federal laws and guidelines that govern these funds. Mr. Nufrio said that the district would be in the same situation as others district who have wrongful applications and as such, would have to process them for filing fraudulent applications. He said that this does not justify the other 275 students who really want to be in the program. Mr. Nufrio said that it was impossible for him to process this because the resolution to establish the academy was passed by the board. He said that if the board was going to take Dr. Martin’s recommendations, act on them and then have Dr. Martin do something with his executive power, it made him feel like he was in Washington.

Dr. Martin said that when he wrote the letter he did check with Mr. Perkins about the contents of the letter and if in the course of the discussions tonight there is a decision that is made to go ahead with the program, that is fine. He said that he would be delighted by that because he really wanted this program for the children but he wanted to be very careful because starting the program tomorrow would have meant that students would have been receiving services and there was a clear concern that was voiced to him that there may be fraudulent activity going on. Dr. Martin said that he wanted to slow it down and make sure that the district was doing the right thing and if he was overly cautious, then he was guilty of that.

Mr. Nufrio said that it does not change the fact that the applications were submitted. He asked if any of the applications were recalled by the individuals who filed them. Mr. Nufrio said that making a fraudulent application is nothing compared to what individuals can encounter with committing a fraud with the federal government. He said that he disagreed with pausing and completing the investigation because 275 children are being held “hostage”.

Mr. Arminio asked if the district has all of the students pay and then those who are eligible for free or reduced scholarship money, have the money be set aside and then rebated to the families at the end of the investigation to solve any problem that might arise other than the fact that a fraudulent application was submitted.

APPROVAL OF MINUTES

 Moved by Mr. Galante, seconded by Mr. Layden that the minutes of the regular meeting of August 20, 2013 be adopted:

 AYE: Mr. Arminio, Mrs. Gaglione, Mr. Galante, Mr. Nufrio and Mr. Perkins

 NAY: None

 ABSTAIN: Dr. Francis and Mr. Layden MOTION WAS CARRIED

 Moved by Mr. Galante, seconded by Mr. Layden that the minutes of the special meeting of September 20, 2013 and the Executive Session of September 20, 2013 be adopted:

AYE: Mr. Arminio, Dr. Francis, Mrs. Gaglione, Mr. Galante, Mr. Layden, Mr. Nufrio and Mr. Perkins

 NAY: None

 ABSTAIN: None MOTION WAS CARRIED

COMMENTS FROM THE PUBLIC ON RESOLUTIONS ON THE AGENDA

EDUCATION/STUDENT DISCIPLINE COMMITTEE:

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

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

That approval be given to approve the list of students removed from the rolls who are not domiciled in this school district [two (2) students for the period September 1 through September 30, 2013] a total of two (2) students for the 2013-2014 school year in accordance with the information appended to the nonpublic portion of these minutes.

E-2.    AMEND 2013-2014 OUT-OF-DISTRICT SENT AND RECEIVED ATYPICAL STUDENT PLACEMENT AND TUITION LISTS

That the Board amend the 2013-2014 out-of-district sent and received atypical student placement and tuition lists will be approved in accordance with the information appended to the nonpublic portion of these minutes.

E-3.    ACCEPT VANDALISM AND VIOLENCE REPORT FOR 2012-2013 SCHOOL YEAR

That the board accept the Vandalism and Violence Report for the 2012-2013 school year in accordance with the information appended to these minutes.

E-4.    AFFIRM SUPERINTENDENT’S RESOLUTION OF HARASSMENT, INTIMIDATION AND BULLYING CONCLUSIONS

That the board affirm the Superintendent’s resolution of Harassment, Intimidation and Bullying (HIB) conclusions for the period September 1st through October 8th, 2013.

E-5.    APPROVE 2013-2014 SCHOOL NURSING SERVICE PLAN

That the board approve 2013-2014 School Nursing Service Plan in accordance with the information appended to these minutes.

E-6.    APPROVE DEPARTMENT OF EDUCATION, OFFICE OF SPECIAL EDUCATION PROGRAMS, CONTRACT FOR CONDUCTING POST-SCHOOL OUTCOMES SURVEY OF STUDENTS WITH DISABILITIES

That the board approve New Jersey Department of Education, Office of Special Education Programs, Contract for Conducting Post-School Outcomes Survey of Students with Disabilities in accordance with the information appended to these minutes.

E-7.    APPROVE JOINT RESOLUTION FOR PARTICIPATION OF TRANSPORTATION SERVICES P SUSSEX COUNTY REGIONAL COOPERATIVE

That the board approve Joint Resolution for Participation of Transportation Services for the 2013-2014 school year with Sussex County Regional Cooperative in accordance with the information appended to these minutes.

E-8.    APPROVE SCHOOL SAFETY PLAN – UNSAFE SCHOOL CHOICE OPTION POLICY PROVISION I – KAWAMEEH MIDDLE SCHOOL

That the board approve School Safety Plan – Unsafe School Choice Option Policy Provision I for Kawameeh Middle School in accordance with the information appended to these minutes.

E-9.    APPROVE UNION BOARD OF EDUCATION TITLE I DISTRICTWIDE PARENTAL INVOLVEMENT POLICY

That the board approve Township of Union Board of Education Title I Districtwide Parental Involvement Policy in accordance with the information appended to these minutes.

E-10.  APPROVE NONPUBLIC NO CHILD LEFT BEHIND TITLE I AGREEMENT – UNION COUNTY EDUCATIONAL SERVICES COMMISSION

That the board approve Nonpublic No Child Left Behind (NCLB) Title I Agreement with Union County Educational Services Commission in accordance with the information appended to these minutes.

E-11. APPROVE USE OF NEW JERSEY CAREER ASSISTANCE NAVIGATOR

That the board approve the use of the New Jersey Career Assistance Navigator (NJCAN) by district students in accordance with the information appended to these minutes. (There are no anticipated costs for the use of this program)

AYE: Mr. Arminio, Dr. Francis, Mrs. Gaglione, Mr. Galante, Mr. Layden, Mr. Nufrio and Mr. Perkins

 NAY: None

 ABSTAIN: None MOTION WAS CARRIED

FISCAL AND PLANNING COMMITTEE:

 Moved by Mrs. Gaglione, seconded by Dr. Francis that the following resolutions be adopted:

F-1.    ACCEPT TREASURER’S REPORT

That the Treasurer’s Report dated September 30th, 2013 be accepted.

F-2.    ACCEPT SECRETARY’S REPORT That the Secretary’s Report dated September 30th, 2013 be accepted.

F-3.    CERTIFY TREASURER’S AND SECRETARY’S REPORTS

Pursuant to N.J.A.C. 6:20-2.13(d), I certify that as of September 30th, 2013 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8 and 18:22-8.1.

Pursuant to N.J.A.C. 6:20-2.13(e), we certify that as of September 30th 2013 after review of the secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials that to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6:20-2.13(b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year. This certification is solely based on the information provided by the School Business Administrator and Board Secretary and is assumed by the board to be correct.

F-4.   APPROVE LINE ITEM TRANSFERS

That the Board approve line item transfers in accordance with the information appended to these minutes.

F-5.    APPROVE CONTRACTS AND/OR PURCHASE ORDERS PURSUANT TO THE REQUIREMENTS OF *N.J.S.A. 18A:18A-5*and *18A:18A-10(a)*

That the Board approve the following contracts and/or purchase orders pursuant to the requirements of *N.J.S.A. 18A:18A-5*and *18A:18A-10(a)* and in accordance with the information appended to these minutes.

F-6.    APPROVE ATTACHED LIST OF CONTRACTS AND/OR PURCHASES PURSUANT TO THE REQUIREMENTS OF *N.J.S.A. 18A:18A-5(21)*

That the board approve attached list of contracts and/or purchases pursuant to the requirements of *N.J.S.A. 18A:18A-5(21)* in accordance with the information appended to these minutes: (a) Jostens - $5,979.17 – balance due for 2013 Eighth Grade Yearbook – Kawameeh Middle School; (b) Efingers Sporting Goods, Inc. – not to exceed $1,800 – soccer team apparel- Union High School Athletic Department; (c) Forest Lodge, LLC - $1,600 – initial deposit for 8th grade picnic – Kawameeh Middle School; (d) Samuel French - $2,145 – licensing fee for “Grease- The School Production” – Kawameeh Middle School; (e) Scholastic Book Fairs - $2,142.44- 2013 Book Fair – Kawameeh Middle School; (f) Galloping Hill Caterers, Inc. - $25,000 – 1st Annual UHS Athletic Hall of Fame Dinner – Union High School Athletic Department; (g) Kass Glass - $2,000 – Awards for UHS Athletic Hall of Fame – Union High School Athletic Department; (h) NJSIAA - $12,000 – estimate of reimbursement for State Wrestling Tournament held at Union High School – Union High School Athletic Department; (i) UCIAC - $4,000 – estimate of reimbursement for the County Wrestling Tournament for officials- Union High School Athletic Department; (j) Rohan Murphy, Inc.- $2,000 – September 24, 2013 assembly at UHS – Union High School; (k) Burmax - $4,437.80 – student cosmetology kits – Union High School; (l) Music Modes, Inc. - $1313.90 – purchase of guard flags for marching band – Union High School

F-7.    APPROVE DISTRICTWIDE TRAVEL AND RELATED EXPENSES

That the Board approve district wide travel and related expenses pursuant to the requirements of  *N.J.S.A. 18A:11-12, N.J.A.C. 6A:23A-7* and Board Policy File Code 6471 in accordance with the information in the hands of each board member.

F-8.    PRE-APPROVE STUDENT FIELD TRIP DESTINATIONS AND PURPOSES

That the Board pre-approve district-wide student field trip destinations and purposes pursuant to *N.J.A.C. 6A:23A-5.8* in accordance with the information appended to these minutes.

F-9.    APPROVE COMPREHENSIVE MAINTENANCE PLAN REPORT

That the Board approve Comprehensive Maintenance Plan Report (Actual FY13, Budgeted FY14 and Planned FY15) in accordance with the information appended to these minutes.

F-10. APPROVE ANNUAL MAINTENANCE BUDGET AMOUNT WORKSHEET

That the Board approve Annual Maintenance Budget Amount Worksheet pursuant to N.J.A.C. 6A:26A in accordance with the information appended to these minutes.

F-11. ACCEPT DONATIONS

That the Board accept the following donations: (a) $116.41 from Target – Take Charge of Education – for use by Hannah Caldwell School; (b) $207.29 from Target – Take Charge of Education – for use by Livingston School; (c) $407.77 from Target – Take Charge of Education- for use by Washington School

AYE: Mr. Arminio, Dr. Francis, Mrs. Gaglione, Mr. Galante, Mr. Layden, Mr. Nufrio and Mr. Perkins

 NAY: None

 ABSTAIN: None MOTION WAS CARRIED

OPERATIONS COMMITTEE

 Moved by Mr. Layden, seconded by Mr. Galante that Resolutions O-1 through O-4 be adopted:

O-1.   APPROVE BUS EMERGENCY EVACUATION AND SECURITY DRILL REPORTS

That pursuant to *N.J.A.C. 6A:17-11.2* the board approve the following bus emergency evacuation and security drill reports in accordance with the information appended to these minutes.

O-2.   APPROVE APPLICATION FOR USE OF POOL – BOYS AND GIRLS CLUBS OF UNION COUNTY, INC.

That the board approve application for use of the pool at the Boys and Girls Clubs of Union County, Inc., for an annual rental fee of $10,500 in accordance with the information appended to these minutes.

O-3.   APPROVE DONATION OF NOVELS

That the board approve donation of novels in accordance with the information appended to these minutes.

O-4.   APPROVE CONTINGENCY CHANGE ORDER #1 – C&M DOOR CONTROLS, INC.

That the board approve Contingency Change Order #1 to C&M Door Controls, Inc., 20 Markley Street, Port Reading, NJ 07064 for interior fire doors at Union High School to change out of the exit device trims to allow for locking at the top of the stairwell and to add lock cylinders to all of the new doors at the top of all stairwells at an added amount of $2,847.83 plus 15% overhead and profit in the amount of $427.17 for a total decrease in the owner’s contingency reserve of $3,275 leaving a balance of $8,725 in the contingency account in accordance with the information appended to these minutes.

AYE: Mr. Arminio, Dr. Francis, Mrs. Gaglione, Mr. Galante, Mr. Layden, Mr. Nufrio and Mr. Perkins

 NAY: None

 ABSTAIN: None MOTION WAS CARRIED

 Moved by Mr. Layden, seconded by Mr. Galante that Resolution O-5 be adopted:

O-5.   AMEND PROPOSAL FOR RENEWAL OF BOARD’S CONTRACT AND LUNCH PRICES FOR 2013-2014 SCHOOL YEAR – ARAMARK

That the board amend proposal for renewal of board’s contract with ARAMARK and lunch prices for the 2013-2014 school year as follows: (1) The Board of Education finds that ARAMARK services are being performed in an effective and efficient manner. The price increase does not exceed the Index Rate and the other terms and conditions of the Contract shall remain substantially the same. This information is in accordance with the information in the hands of each board member; (2) One hundred seventy-five (175) service days for all schools and staff; (3) Current enrollment is 7,507 students for the 2013-2014 school year; (4) There is no change in state reimbursement and the federal reimbursement has an additional $0.06 for Performance based lunch reimbursement; (5) Continued availability of government food commodities at the same quantity, qualify and variety as for 2013-2014; (6) There is a $0.10 price increase for paid breakfasts and lunches at all grade levels. This increase is in line with the guidance issued from the Department of Education. The Department of Education guidance is due to the changes under Section 205 of the “Healthy, Hunger-Free Kids Act of 2010”. This regulation requires the program to provide the same level of support for lunches served to students who are not eligible for free or reduced price meals as they do for meals served to students eligible for free lunches. SFA’s in the continental US currently charging less than $2.59 for a paid lunch are required to gradually increase prices or provide additional non-Federal support for its lunches; (7) To adjust the allowance for ARAMARK’s administrative fee to **$0.1375** per meal served, and a management fee to **$0.0527** per meal served (0.5% increase which is the current index rate); (8) To recommend the Board of Education of the Township of Union School District to reappoint ARAMARK for the food service management for the 2013-2014 school year as permitted by law; and (9) An unlimited guaranteed return of $50,000 as per section 16F.

AYE: Mr. Arminio, Dr. Francis, Mrs. Gaglione, Mr. Galante, Mr. Layden and Mr. Perkins

 NAY: None

 ABSTAIN: None

 PRESENT NOT VOTING: Mr. Nufrio MOTION WAS CARRIED

Moved by Mr. Layden, seconded by Mr. Galante that resolutions O-6 through O-10 be adopted:

O-6.   GRANT RENTAL FEE WAIVER – HOLY SPIRIT SCHOOL

That the board grant rental fee waiver for use of gymnasiums for the 2013-2014 school year to Holy Spirit School but the organization will be responsible for the payment of utility costs.

O-7.   GRANT RENTAL FEE WAIVER – CROSSROADS CHRISTIAN FELLOWSHIP

That the board grant rental fee waiver for use of Battle Hill Elementary School gymnasium by Crossroads Christian Fellowship during the months of January, February and March 2014 for a volleyball/ basketball program but the organization will be responsible for the payment of utility costs.

O-8.   APPROVE USE OF JEFFERSON SCHOOL GYMNASIUM – UNION RECRATION DEPARTMENT

That the board approve use of Jefferson School gymnasium for open gym  by  Union  Recreation  Department  on  Mondays,  Wednesdays and Thursdays from 6:30 to 9:30 p.m. for the period October 16, 2013 through March 27, 2014 in accordance with the information appended to these minutes.

O-9.   REPORT RECEIPT OF BIDS

Report receipt of bids for Nursing Services for the 2013-2014 school year received on October 8, 2013.

O-10.  APPROVE WAIVER OF ALL FEES FOR USE OF JEFFERSON SCHOOL – VAUXHALL HISTORICAL SOCIETY

That the board approve waiver of rental fees for use of Jefferson School by Vauxhall Historical Society on Saturday, November 9, 2013 from 11 a.m. to 1 p.m. to hold a program to honor veterans from the Vauxhall community.

PERSONNEL COMMITTEE:

 Moved by Mr. Galante, seconded by Mr. Nufrio that resolutions P-1 through P-4 be adopted:

P-1.    APPROVAL OF PERSONNEL ACTIONS

That personnel actions be approved in accordance with the information appended to these minutes.

P-2.   AMEND LISTS OF SUBSTITUTES FOR 2013-2014 SCHOOL YEAR

That the board amend list of Substitute/Home Instruction List, Substitute Custodians, Substitute Cafeteria/Playground Assistants, Classroom Assistants and Secretaries for the 2013-2014 school year in accordance with the information appended to these minutes.

P-3.    APPROVE DIVISION OF CHILD PROTECTION AND PERMANCY (DCPP) LIAISON FOR 2013-2014 SCHOOL YEAR

That the board approve Gregory Tatum, Assistant Superintendent as DCPP - Division of Child Protection and Permanency  (formerly DYFS) Liaison for the 2013-2014 school year, at no additional cost to the Board.

P-4.    ACCEPT LETTERS OF RESIGNATION

That the board accept letters of resignation as follows: (a) Janice Mayo, secretary at Union High School effective January 1, 2014; (b) Lissette Campos, 1:1 aide at Battle Hill Elementary School, effective October 11, 2013; (c) Patricia Collura, clerk at Union High School, effective November 1, 2013; (d) Cynthia Klimchock, teacher at Franklin School, effective July 1, 2014

AYE: Mr. Arminio, Dr. Francis, Mrs. Gaglione, Mr. Galante, Mr. Layden, Mr. Nufrio and Mr. Perkins

 NAY: None

 ABSTAIN: None MOTION WAS CARRIED

Moved by Mr. Nufrio, seconded by Mrs. Gaglione that resolution P-5 (b) through (e) be adopted:

P-5.   APPROVE LEAVES FOR STAFF

That the board approve leaves for the following staff: (a) Megan Diaz, teacher at Livingston Elementary School, maternity leave, unpaid family leave and extended child rearing leave for the period November 11, 2013 through May 8, 2016; (b) Georgia Bethea, cafeteria/playground assistant at Franklin Elementary School unpaid sick leave beginning on September 9, 2013; (c) Jillian Semon, math teacher at Burnet Middle School, maternity, unpaid family leave and extended child rearing leave for the period November 25, 2013 through the end of the 2013-2014 school year; (d) Krystal Galante, resource room teacher at Battle Hill, maternity leave, unpaid family leave and extended child rearing leave for the period November 25, 2013 through the end of the 2013-2014 school year; (e) Lauren Coco, teacher at Hannah Caldwell School, maternity and unpaid family leave for the period November 25, 2013 through April 30, 2014

AYE: Mr. Arminio, Dr. Francis, Mrs. Gaglione, Mr. Layden, Mr. Nufrio and Mr. Perkins

 NAY: None

 ABSTAIN: Mr. Galante MOTION WAS CARRIED

P-6.   APPROVE STAFF TO TEACH MIDDLE SCHOOL ACADEMY

That the board approve following staff to teach in the Middle School Academy which will be held at Burnet and Kawameeh Middle Schools from October 16 through November 14, 2013 class hours will be 7:10 to 7:50 a.m. and 2:50 to 3:30 p.m. in accordance with the information appended to these minutes.  These individuals will teach one class period per day for twenty (20) days at a rate of $38.25 per hour (THIS RESOLUTION WAS PULLED FROM THE AGENDA AND NOT VOTED ON)

Moved by Mr. Galante, seconded by Mr. Nufrio that resolution P-7 through P-20 be adopted:

P-7.    APPROVE MASTER TECHNICIANS AND ASSISTANT TECHNICIANS FOR 2013-2014 SCHOOL YEAR

That the board approve Master Technicians at a rate of $20 per hour (not to exceed 200 hours per semester) and Assistant Technicians at a rate of $10 per hour (not to exceed 200 hours per semester) for the 2013-2014 school year in accordance with the information appended to these minutes.

P-8.    AMEND BOARD RESOLUTION TO REMOVE STAFF MEMBER NOT ELIGIBLE TO BE PAID FROM NO CHILD LEFT BEHIND GRANT FUNDS

That the amend board resolution regarding salaries paid from the No Child Left Behind (NCLB) grant to remove staff member who is not eligible to be paid from those funds in accordance with the information appended to these minutes.

P-9.    ACCEPT PROPOSAL TO PERFORM STRUCTURAL EVALUATION OF TOWNSHIP OF UNION BOARD OF EDUCATION ADMINSTRATION BUILDING/MAINTENANCE GARAGE – JOHN T. DALESSIO, P.E., P.P. CONSULTING ENGINEER

That the board accept proposal from John T. Dalessio, P.E., P.P., Consulting Engineer, 1661 Route 22 West, Bound Brook, New Jersey to perform structural evaluation of Township of Union Board of Education Administration Building/Maintenance Garage for a fee not to exceed $3,000 in accordance with the information appended to these minutes.

P-10. ACCEPT PROPOSAL TO PERFORM STRUCTURAL EVALUATION OF HAMILTON SCHOOL, EXTERIOR MEANS OF EGRESS – JOHN T. DALESSIO, P.E., P.P. CONSULTING ENGINEERING

That the board accept proposal from John T. Dalessio, P.E., P.P., Consulting Engineer, 1661 Route 22 West, Bound Brook, New Jersey to perform structural evaluation of Hamilton School, Exterior Means of Egress for a fee not to exceed $3,000 in accordance with the information appended to these minutes.

P-11. ACCEPT PROPOSAL TO PERFORM STRUCTURAL EVALUATION OF INTERMEDIATE LANDING – EXIT 13 AT UNION HIGH SCHOOL – JOHN T. DALESSIO, P.E., P.P., CONSULTING ENGINEER

That the board accept proposal from John T. Dalessio, P.E., P.P., Consulting Engineer, 1661 Route 22 West, Bound Brook, New Jersey to perform structural evaluation of intermediate landing – exit 13 at Union High School at a fee not to exceed $280 in accordance with the information appended to these minutes.

P-12.  APPROVE HOME INSTRUCTION FOR 2013-2014 SCHOOL YEAR – YOUTH CONSULTATION SERVICE – KILBARCHAN – IRTS UNIT

That the board approve Youth Consultation Service – Kilbarchan- IRTS Unit, 81 39th Street, Paterson, New Jersey to provide home instruction for the 2013-2014 school year for a district student at the rate of $50 per hour not to exceed $6,000 in accordance with the information appended to these minutes. (Acct # 7693/11-150-100-320-01-19)

P-13. APPROVE CERTIFIED TEACHER TO PROVIDE HOME INSTRUCTION – SWICK

That the board approve Ashley Swick, district certified teacher to provide home instruction to district students at a rate of $38.25 per hour on an “as needed” basis for the 2013-2014 school year (Acct # 17197/11-150-100-101-96-SS19)

P-14. APPROVE CERTIFIED TEACHER TO PROVIDE ABA INSTRUCTION – HRDINA

That the board approve Daniel Hrdina, district certified teacher to provide ABA instruction to district students at a rate of $50 per hour on an “as needed” basis for the 2013-2014 school year (Acct # 17197/11-150-100-101-96-SS19)

P-15.  AMEND I&RS COMMITTEE MEMBER LIST FOR 2013-2014 SCHOOL YEAR

That the board amend I&RS Committee Member List for the 2013-2014 school year due to staff movement within the district in accordance with the information appended to these minutes.

P-16.  AMEND LIST OF STAFF APPROVED FOR CHANGE OF SALARY CLASS

That the board amend list of staff approved for change of salary class effective September 1, 2013 in accordance with the information appended to these minutes.

P-17.  AMEND RESOLUTION PROVIDING PHYSICAL THERAPY EVALUATIONS FOR 2013-2014 SCHOOL YEAR – MORRIS UNION JOINTURE COMMISSION

That the board amend not to exceed amount in Resolution P-10 which was adopted by the board on July 16, 2013 with Morris Union Jointure Commission, 340 Central Avenue, New Providence, NJ to provide physical therapy evaluations at a rate of $220 per hour for the 2013-2014 school year from $2200 to $5000 in accordance with the information appended to these minutes (Acct #11-000-219-320-01-19)

P-18.  APPROVE OCCUPATIONAL THERAPY EVALUATIONS – MORRIS UNION JOINTURE COMMISSION

That the board approve Morris Union Jointure Commission, 340 Central Avenue, New Providence, NJ to provide occupational therapy evaluations at a rate of $200 per hour for the 2013-2014 school year in an amount not to exceed $10,000 in accordance with the information appended to these minutes. (Acct #11-000-219-320-01-19)

P-19. APPROVE INCREASE OF PURCHASE ORDER – CROSS COUNTY CLINICAL AND EDUCATIONAL SERVICES

That the board approve increase of purchase order number 14-01229 to Cross County Clinical and Educational Services, 3176 Route 27, Kendall Park, NJ to provide bilingual evaluations at a rate of $825 per evaluation for the 2013-2014 school year from $3300 to $4950 in accordance with the information appended to these minutes. (Acct # 11-000-219-320-01-19)

P-20.  AMEND RESOLUTION TO PROVIDE TRANSLATION AND INTERPRETATION SERVICES FOR 2013-2014 SCHOOL YEAR – INLINGUA

That the board amend Resolution P-21 adopted by the Board on August 20, 2013 with inlingua, 95 Summit Avenue, Summit, NJ to provide translation and interpretation services for the 2013-2014 school year in an amount not to exceed $5,400 in accordance with the information appended to these minutes. (Acct #11-000-216-320-01-19)

AYE: Mr. Arminio, Dr. Francis, Mrs. Gaglione, Mr. Galante, Mr. Layden, Mr. Nufrio and Mr. Perkins

 NAY: None

 ABSTAIN: None MOTION WAS CARRIED

P-21. APPROVE STAFF FOR NINTH GRADE ACADEMY AT UNION HIGH SCHOOL

That the board approve the following faculty members for the Ninth Grade Academy at Union High School that will run from October 16 through November 14, 2013: (a) Jill Hall and (b) Tommy Harrell. Class hours will be 2:50 to 3:30 p.m. at a rate of $38.25 per hour. (THIS RESOLUTION WAS PULLED FROM THE AGENDA AND NOT VOTED UPON)

Moved by Mr. Galante, seconded by Mr. Nufrio that resolutions P-22 through P-25 be adopted:

P-22.  AMEND LIST OF ATHLETIC EVENT STAFF – SMITH

That the board amend list of Athletic Event Staff to include Kathryn Smith.

P-23.  APPROVE STAFF TO CONDUCT IN-HOUSE PROFESSIONAL DEVELOPMENT

That the board approve staff to conduct In-House Professional Development in accordance with the information appended to these minutes.

P-24.  AWARD BID FOR NURSING SERVICES FOR 2013-2014 SCHOOL YEAR – AROUND THE CLOCK HEALTHCARE SERVICES

That the board award bid for Nursing Services for the 2013-2014 school year to Around the Clock Healthcare Services, 422 Morris Avenue, Suite 5, Long Branch, New Jersey at a rate of $38.49 per hour not to exceed 1100 hours or $42,339 in accordance with the information appended to these minutes.

P-25. PROVIDE SIXTY (60) DAY NOTICE OF TERMINATION – EMPLOYEE #11287

That the board provide sixty (60) day notice for termination to employee #11287 as per employment contract.

AYE: Mr. Arminio, Dr. Francis, Mrs. Gaglione, Mr. Galante, Mr. Layden, Mr. Nufrio and Mr. Perkins

 NAY: None

 ABSTAIN: None MOTION WAS CARRIED

APPROVAL OF BILLS

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

AYE: Mr. Arminio, Dr. Francis, Mrs. Gaglione, Mr. Galante, Mr. Layden, Mr. Nufrio and Mr. Perkins

 NAY: None

 ABSTAIN: None MOTION WAS CARRIED

UNFINISHED BUSINESS

NEW BUSINESS

COMMENTS FROM THE PUBLIC

MOTION TO ADJOURN

 There being no further business before the board, it was moved by Mr. Galante, seconded by Mr. Arminio that the meeting be adjourned at 10:20 p.m.

AYE: Mr. Arminio, Dr. Francis, Mrs. Gaglione, Mr. Galante, Mr. Layden, Mr. Nufrio and Mr. Perkins

 NAY: None

 ABSTAIN: None MOTION WAS CARRIED

 Respectfully submitted,

 JAMES J. DAMATO

 BOARD SECRETARY