

UNION TOWNSHIP BOARD OF EDUCATION
Regular Meeting Agenda September 27, 2021

REGULAR MEETING OF THE UNION TOWNSHIP BOARD OF EDUCATION WILL BEGIN AT **6:30 PM IN THE LIBRARY OF THE UNION TOWNSHIP MIDDLE SCHOOL ON MONDAY, SEPTEMBER 27, 2021.**

2019 - 2023 STRATEGIC PLAN

VISION 2023

Goal 1: **College and Career Readiness**

To prepare students for college by providing opportunities for students to engage in learning, while fostering innovation, collaboration and leadership.

Goal 2: **School Experience**

To provide students with a school environment and experiences that will model innovation, collaboration and leadership.

Goal 3: **School Facilities**

To provide a safe and secure learning environment that supports innovation, collaboration and leadership.

BOARD OF EDUCATION OBJECTIVES

Objective 1: Evaluate the Chief School Administrator in a timely and thorough manner.

Objective 2: Align the Board of Education meeting agenda with planned decision points and annual topics.

Objective 3: Provide training for Board of Education members regarding curriculum planning.

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MEETING AGENDA

1. CALL TO ORDER - Mr. Palma, President

- 2. OPEN PUBLIC MEETING ANNOUNCEMENT - Mrs. Sigler, Vice President**
Pursuant to Executive Order #103, dated March 9, 2020, Governor Murphy declared a Public Health Emergency and a State of Emergency in New Jersey. On March 20, 2020, P.L. 2020 Chapter 11 amended the Open Public Meeting Act to allow local public bodies to conduct Remote Public Meetings by use of electronic communications technology during a period declared as a Public Health Emergency or a State of Emergency. On June 4, 2021, in corresponding actions, Governor Murphy signed a law (A.5820) and Executive Order (EO 244) terminating the Covid-19 Public Health Emergency. However, Administrative Orders, directives or waivers issued by a State agency in reliance upon EO 103 will expire January 11, 2022, unless they are continued, modified or revoked by the agency before that date.

Adequate Notice and Electronic Notice of this meeting was given by:

1. Email sent to the Hunterdon Democrat on **September 17, 2021**;
2. Advance written notice to the Union Township Clerk;
3. Advance written notice posted on the bulletin boards of the Union Township Schools;
4. Posting of an electronic notice of this meeting on the district website which provided the time, date and instructions for: (a) access to the Remote Public Meeting, (b) how to provide public comment and (c) how to access the agenda.

During the business session portion of this Remote Public Meeting, the audio of all members of the public attending the meeting will be muted. During the times of public comment indicated on the agenda, members of the public who desire to provide comment shall submit a written comment, including their name and address, via the chat section of the application. The Board Secretary or Board President will read the comments in the order in which they were submitted. Public comment shall be concise and to the point and shall not contain abusive, defamatory, or obscene language.

3. PLEDGE OF ALLEGIANCE - Mr. Palma, President

4. ROLL CALL - Mrs. Tirone, Board Secretary

Kara Cherney	_____	Marcelo DaSilva	_____	Jeffrey Monsell	_____
Lou Palma	_____	Brian Rowe	_____	Jennifer Sigler	_____
James Teipel	_____	Suzanne Wunder	_____	Vacant	_____

5. PRESENTATIONS/REPORTS

- Superintendent's Report - Mr. Nicholas Diaz
- Business Administrator's Report - Mrs. Lori Tirone

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- Security and Fire Drills 2020-2021:

DRILL	DATE
ES - Fire Drill	September 3, 2021
ES - Lockdown Drill	September 10, 2021
MS - Fire Drill	September 8, 2021

6. CORRESPONDENCE

7. PUBLIC COMMENTS (agenda items)

All comments should be directed to the board president. Members of the public who desire to provide comment shall submit a written comment via the chat or text message section of the application. Those wishing to share comments during this portion of the meeting are requested to state their name and address in the chat. The Board Secretary or Board President will read the comments in the order in which they were submitted. Public comment shall be concise and to the point and shall not contain abusive, defamatory, or obscene language.

The Board will not respond to complaints from and to school personnel unless the chain of command has been followed, without satisfaction. Furthermore, the Board cannot respond to any complaints from the public directed at any district employee or student, as the Board must protect each employee and each student's right to privacy.

8. EDUCATION / SPECIAL / GIFTED & TALENTED

Chairperson Comments/Committee Report: The Education Committee met on September 23, 2021 at 3:00 pm. Those present were Jim Teipel, Suzanne Wunder, Lou Palma, Laura LoPiccolo and Nicholas Diaz.

CONSENT AGENDA ITEM E1 - E4

E1 **BE IT RESOLVED** that the Board, upon the recommendation of the Chief School Administrator, approve the District Professional Development Plan for the 2021-2022 school year.

E2 **BE IT RESOLVED** that the Board upon the recommendation of the Chief School Administrator, approve the District Mentoring Plan for the 2021-2022 school year.

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E3 **BE IT RESOLVED** that the Board upon the recommendation of the Chief School Administrator, approve the 8th grade field trip to the Civic Theatre of Allentown for the 2021-2022 school year.

E4 **BE IT RESOLVED** that the Board, allow the Superintendent to have the option to change the Safe Return Plan based on CDC or local guidance/changes.

Motion by _____, Seconded by _____

Discussion:

Roll Call Vote:

Mr. Teipel	Mrs. Cherney	Mr. DaSilva	Mr. Monsell	Mr. Rowe	Mrs. Sigler	Mrs. Wunder	Mr. Palma	Vacant	TOTAL
									Yes
									No
									Abstain
									Absent

9. PERSONNEL

Chairperson Comments/Committee Report: The Personnel Committee met on September 21, 2021 at 9:00 am. Those present were Jennifer Sigler, Brian Rowe, Kara Cherney, Lou Palma and Nicholas Diaz.

CONSENT AGENDA ITEM P1 - P12

P1 **BE IT RESOLVED**, upon recommendation of the Chief School Administrator, that the Board approve the following Substitutes for the 2021-2022 school year at the rate of \$95 per day, after 20 days the rate will increase to \$105 per day plus a one time \$200 stipend:

Name	Substitute Position
Lori Kane	Nurse (\$150.00 per day)
Austin Van-Spanje	Teacher
Stuart Smith	Teacher
Gena James	Teacher

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- P2 **BE IT RESOLVED**, upon recommendation of the Chief School Administrator, that the Board approve Anne Pytel as an Instructional Assistant at a rate of \$20.00 per hour, starting on August 31, 2021 through June 30, 2022. (Benefits as per negotiated agreement).
- P3 **BE IT RESOLVED**, upon recommendation of the Chief School Administrator, that the Board approve Alexandra Cannizzaro as an Instructional Assistant at a rate of \$20.00 per hour, starting on or after September 21, 2021 through June 30, 2022. (Benefits as per negotiated agreement).
- P4 **BE IT RESOLVED**, upon recommendation of the Chief School Administrator, that the Board amend the contract for Laura LoPiccolo as Instructional Coach/Curriculum Coordinator effective August 23, 2021 through June 30, 2022 at an annual salary of \$90,000.
- P5 **BE IT RESOLVED**, upon recommendation of the Chief School Administrator, that the Board amend the start date for Sherri Strauss from September 9, 2021 to August 30, 2021 through June 30, 2022 as an Instructional Assistant at the rate of \$20.00 per hour.
- P6 **BE IT RESOLVED**, upon recommendation of the Chief School Administrator, that the Board approve the following extra-curricular positions for the 2021-2022 school year:

Stipend Position	Name	Stipend Amount
Girls' Cross-Country Coach	Rob Frinzi	\$2,656.00
Boys' Cross-Country Coach	Sean Bobal	\$2,656.00
Girls' Soccer Coach	Liz Francis Laura Marchese	\$2,656.00 = \$1,328/person
Boys' Soccer Coach	Max Fritsche	\$2,656.00
Volleyball Coach	Paige DiGiambattista	\$2,656.00
Girls' Basketball Coach	Dave Knoble	\$3,454.00
Boys' Basketball Coach	Rob Frinzi	\$3,454.00
Softball Coach	Anne Pytel	\$2,656.00
Athletic Coordinator	Rob Frinzi Laura Marchese	\$2,656.00 = \$1,328/person
Fall Supervisor	Dave Knoble	\$1,145.00

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Winter Supervisor	Heather Richards	\$1,145.00
Spring Supervisor	Dave Knoble	\$771.00
Student Council (grade 7&8)	Jen Pryor Delia Hollerieth	\$2,301.00 = \$1,150.50/person
Student Council (grade 5&6)	Laura Frederiks Alexandra Jacobs	\$2,301.00 = \$1,150.50/person
Running Club	Rob Frinzi	\$2,301.00
Art Club	Lauren Folsom	\$2,301.00
NJHS Advisor	Wayne Golden Kristin Cihanowyz	\$2,301.00 = \$1,150.50/person
Newspaper Club	Jen Pryor Delia Hollerieth	\$2,301.00 = \$1,150.50/person
Yearbook Club	Lauren Nenna	\$2,301.00
Mural Club	Kerry Foote	\$2,301.00
Intramurals	Rob Frinzi	\$2,301.00
Pep Squad	Karen Schultz	\$1,150.50
TV Studio Club (formerly known as Digital Video/UT TV Club)	Wayne Golden	\$1,150.50
Reading Olympics	Liz Francis Max Fritsche	\$1,150.50 = \$575.25/person
Photography	Patty Hernandez	\$1,150.50
Jazz Band Director	Melissa Wlodarczyk	\$1,150.50
Debate	Jen Pryor	\$575.25
District Test Coordinator (Full year)	Laura Marchese	\$2,301.00
Test Coordinator – Elementary School (Half year)	Rhonda Pevorus	\$1,150.50
Test Coordinator – Middle School (Half year)	Kerry Foote	\$1,150.50
Mentor (MS Special Education) - Year 1, full year	Rachel Werder	\$600.00
Mentor (MS Special Education) - Year 1, full year	Heather Richards	\$600.00
Mentor - Year 2, full year	Laura LoPiccolo	\$300.00

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Gifted and Talented Program Teacher	Karen Gerth (K-2) Karen Gerth (3-4) Lauren Folsom (5-6) Wayne Golden (7-8)	\$30.00/ hour per person Total program cost not to exceed \$15,000
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P7 **BE IT RESOLVED**, upon recommendation of the Chief School Administrator, that the Board approve Jennifer Belly as a Nurse Aide on a bus at the rate of \$50.00 per hour for the 2021-2022 school year.

P8 **BE IT RESOLVED**, upon recommendation of the Chief School Administrator, that the Board approve the following staff for the Girls Who Code Program. All stipends will be paid out of the Middle Grades Career Awareness Exploration Grant:

Name	Rate
Justin Montgomery	\$50 per hour not to exceed 240 hours
Lauren Folsom	\$50 per hour not to exceed 100 hours
Laura LoPiccolo	\$50 per hour not to exceed 195 hours
Kerry Foote	\$50 per hour not to exceed 195 hours

P9 **BE IT RESOLVED**, upon recommendation of the Chief School Administrator, that the Board approve the following personnel for the 2021-2022 school year for Covid contact tracing outside of school hours:

Name	Rate
Maria Prentice	Per diem rate not to exceed 100 hours
Susan Mason	Per diem rate not to exceed 100 hours

P10 **BE IT RESOLVED** that the Board approve the submission of the following 2021-2021 Quantitative and Qualitative Merit Goals for Nicholas Diaz to the County Superintendent for approval:

- Quantitative Goal 1, _____ totaling \$5,661.00 at 3.33%, \$5,100.00 at 3.0%, \$3,400.00 at 2.0%

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- Quantitative Goal 2, _____ totaling \$5,661.00 at 3.33%, \$5,100.00 at 3.0%, \$3,400.00 at 2.0%
- Qualitative Goal 1, totaling \$4,250.00 at 2.5%

P11 **BE IT RESOLVED**, upon recommendation of the Chief School Administrator, that the Board approve a request for paid and unpaid medical leave of absence (FMLA) for (Employee ID# 360) commencing on September 14, 2021 and terminating on December 3, 2021.

P12 **BE IT RESOLVED**, upon recommendation of the Chief School Administrator, that the Board approve a Contracted Services Agreement between the Union Township Board of Education and the Franklin Township Board of Education for Groundsperson for the period October 1, 2021 to June 30, 2022.

Motion by _____, Seconded by _____

Discussion:

Roll Call Vote:

Mrs. Sigler	Mr. DaSilva	Mr. Monsell	Mr. Rowe	Mr. Teipel	Mrs. Wunder	Mrs. Cherney	Mr. Palma	Vacant	TOTAL
									Yes
									No
									Abstain
									Absent

10. POLICY

Chairperson Comments/Committee Report: The Policy Committee met on September 21, 2021 at 9:00 am. Those present were Jennifer Sigler, Brian Rowe, Kara Cherney, Lou Palma and Nicholas Diaz.

Note: Revised policies only require a first read. New policies require two readings.

CONSENT AGENDA ITEM PO1 - PO4

PO1 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, approve the following policy on Second Reading:
PO164.2 Electronic Participation By Board Member (**new**)

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- PO2 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, accepts the following new policies on First Reading:
- P1648.11 The Road Forward Covid-19 Health and Safety **(new)**
 - P6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs **(new)**
 - P6115.02 Federal Awards/Funds Internal Controls – Mandatory Disclosures **(new)**
 - P6115.03 Federal Awards/Funds Internal Controls – Conflict of Interest **(new)**
- PO3 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, approves the following policies and regulations on First Reading:
- P2422 Comprehensive Health And Physical Education (M)
 - P2467 Surrogate Parents And Resource Family Parents (M)
 - P5111 Eligibility Of Resident/Nonresident Students (M)
 - P5116 Education Of Homeless Children
 - P6311 Contracts For Goods Or Services Funded By Federal Grants (M)
 - P&R 7432 Eye Protection (M)
 - P&R 7510 Use of School Facilities
 - P8420 Emergency And Crisis Situations (M)
 - R8420.1 Fire and Fire Drills (M)
 - P8540 School Nutrition Programs (M)
 - P8550 Meal Charges/Outstanding Food Service Bill (M)
 - P8600 Student Transportation (M)
- PO4 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, abolishes the following policies:
- P1648 Restart and Recovery Plan
 - P1648.02 Remote Learning Options for Families
 - P1648.03 Restart and Recovery Plan – Full Time Remote Instruction
 - P5114 Children Displaced by Domestic Violence
 - P8810 Religious Holidays

Motion by _____, Seconded by _____

Discussion:

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Roll Call Vote:

Mrs. Sigler	Mr. Monsell	Mr. Rowe	Mr. Teipel	Mrs. Wunder	Mrs. Cherney	Mr. DaSilva	Mr. Palma	Vacant	TOTAL
									Yes
									No
									Abstain
									Absent

11. FINANCE / TRANSPORTATION / PHYSICAL PLANT

Chairperson Comments/Committee Report: The Finance Committee met on August 9, 2021 at 5:00 pm. Those present were Jeffrey Monsell, Marcelo DaSilva, Lou Palma, Brian Rowe, Nicholas Diaz, and Lori Tirone.

CONSENT AGENDA ITEMS F1 - F11

F1 **BE IT RESOLVED** that upon review of the Board Secretary’s Report for the month of **August 2021** Report of the Secretary in consultation with appropriate district officials, the Board of Education certifies that no fund had been over expended in violation of N.J.A.C. 6A:23A-16:10(b); and the Board of Education further certifies, based on the Board Secretary’s certification, that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16:10(a).

F2 **BE IT RESOLVED** that upon review of the Treasurer's Report for the month of **August 2021** Report of the Treasurer in consultation with appropriate district officials, the Board of Education certifies that no fund had been over expended in violation of N.J.A.C. 6A:23A-16:10(b); and the Board Secretary further certifies, based on the Board Treasurer's Report, that the total of encumbrances for each line item account does not exceed the line appropriation in violation of N.J.A.C. 6A:23A-16:10(a).

F3 The Board Secretary certifies, pursuant to N.J.A.C. 6A:23A-16:10(c)(3), that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16:10(a).

Lori A. Tirone, Board Secretary

Date

F4 **BE IT RESOLVED** that the Board approve the attached list of budget transfers as presented by the School Business Administrator for **August 2021** Budget Transfers.

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- F5 **BE IT RESOLVED** that the Board approve the attached list of district bills for payment as presented by the School Business Administrator for **August 2021** Bills List in the amount of \$706,717.71.
- F6 **BE IT RESOLVED** that the Board upon the recommendation of the Chief School Administrator, rescind the following parent-paid Preschool Tuition Contract for Student ID# 3847 in the amount of \$3,500 for the 2021-2022 school year.
- F7 **BE IT RESOLVED** that the Board upon the recommendation of the Chief School Administrator, approve the following Facility Usage Requests:

Group Name	Purpose	Location	Date	Time	Fee
GoalQuest Futbol Club	Soccer Practice & Games	MS Soccer Field	Tuesdays, Thursdays, & Sundays - Sept. thru Nov.	5:30-7:30 pm Sundays - TBD	\$125 for the Season ? Increase to \$250 for the Season
Brownie Troop	Brownie Meetings	ES Classroom or Library	3rd Wednesday of Month - Sept. thru June	3:25-4:00 pm	\$50 Yearly Fee
PTA	Volley for Vets	MS Gym, Stage, and Cafeteria	Nov. 12, 2021	4:30-9:30 pm	\$50 Yearly Fee
Hunterdon Hoopsters	Basketball Practice & Games	MS or ES Gym for practice MS gym for games	Tuesdays, Thursdays, & Saturdays - Sept. thru March	5:50-7:00 pm	\$1,650.00
Franklin Twp School	Volleyball Practice & Games	ES Gym for practice & games	Monday thru Friday - Sept. thru Oct.	3:30-5:30 pm	?
Township of Union	Township Committee & Planning Board Meeting	MS Cafeteria	Sept. 15, 2021	6:30-10:30 pm	?

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F8 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator make the findings and approve attendance and travel for the following workshops/meetings:

Training	Attendee	Date	Cost
LiPS Lindamood-Bell Workshop (virtual)	Erika Murray	November 15-19, 2021	\$950.00
The Instructional Coaching Toolkit Series (virtual)	Laura LoPiccolo	November 19, 2021 December 17, 2021 February 4, 2022 March 4, 2022 April 27, 2022 May 20, 2022	\$499.00
NJAAP School Health Conference (virtual)	Maria Prentice	October 20, 2021	\$135.00

F9 **BE IT RESOLVED** that the Board upon the recommendation of the Chief School Administrator, approves the State of New Jersey Department of Education 2021-2022 Joint Transportation Agreement between Hunterdon County Educational Services Commission (Host) and Union Township Board of Education(Joiner) for the following routes:

Start Date	End Date	Route #	Destination	Contracted Vehicle	Contractor Code	Host Students	Joiner Students *	Joiner Cost (per diem)
08-26-20	06-30-21	U01	UTS	Y	37 C958	0	54	\$174.77
08-26-20	06-30-21	U02	UTS	Y	41 0228	0	54	\$167.53
08-26-20	06-30-21	U03	UST	Y	37 C958	0	54	\$174.77
08-26-20	06-30-21	U04	UTS	Y	37 C958	0	54	\$174.77
08-26-20	06-30-21	U05	UTS	Y	37 C958	0	54	\$185.12
08-26-20	06-30-21	U06	UTS	Y	37 C958	0	54	\$174.77
08-26-20	06-30-21	U07	UTS	Y	37 C958	0	54	\$174.77
08-26-20	06-30-21	U08	UTS	Y	37 C958	0	54	\$174.77
08-26-20	06-30-21	U09	UTS	Y	37 C958	0	54	\$174.77

* Number of seats on the bus.

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F10 **BE IT RESOLVED** that the Board upon the recommendation of the Chief School Administrator, approve the Business Administrator/Board Secretary to dispose of the following dated equipment (see attached).

F11 **BE IT RESOLVED** that the Board upon the recommendation of the Chief School Administrator, accept a donation to be used to purchase school library books in honor of the 80th birthday of former school librarian secretary, Mrs. Dodi Hess in the amount of \$40.00 from Ms. Joyce Williams.

Motion by _____, Seconded by _____

Discussion:

Roll Call Vote:

Mr. Monsell	Mr. Rowe	Mrs. Sigler	Mr. Teipel	Mrs. Wunder	Mrs. Cherney	Mr. DaSilva	Mr. Palma	Vacant	TOTAL
									Yes
									No
									Abstain
									Absent

12. OTHER BUSINESS

THE FOLLOWING MOTIONS ARE RECOMMENDED BY THE SUPERINTENDENT:

Note: Employment of personnel contained in these resolutions in this section are provisional, contingent upon a criminal record check in compliance with P.L.1986, C.116 and approval of the submission of the “Application for Emergent Hire.”

CONSENT AGENDA ITEM OB1

OB1 BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator make the findings and approve attendance and travel for the following workshops/meetings:

Training	Attendee	Date	Cost
2021 NJ Science Convention Princeton, NJ	Lisa Plumstead Missy Knoble Laura LoPiccolo	October 19-20, 2021	\$300.00 per person
Introduction to Prompt (virtual)	Sean Bobal	October 25-27, 2021	\$599.00

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Motion by _____, Seconded by _____

Discussion:

Roll Call Vote:

Mrs. Sigler	Mr. Teipel	Mrs. Wunder	Mrs. Cherney	Mr. DaSilva	Mr. Monsell	Mr. Rowe	Mr. Palma	Vacant	TOTAL
									Yes
									No
									Abstain
									Absent

13. REGULAR & EXECUTIVE SESSION MINUTES

CONSENT AGENDA ITEMS M1

M1 **BE IT RESOLVED** that the **Regular Meeting Minutes of August 16, 2021** held on the date indicated as transcribed, be approved and filed.

Motion by _____, Seconded by _____

Discussion: Roll Call Vote:

Mr. Teipel	Mrs. Wunder	Mrs. Cherney	Mr. DaSilva	Mr. Monsell	Mr. Rowe	Mrs. Sigler	Mr. Palma	Vacant	TOTAL
									Yes
									No
									Abstain
									Absent

14. PUBLIC COMMENTS - Privilege of the Floor

All comments should be directed to the board president. Members of the public who desire to provide comment shall submit a written comment via the chat or text message section of the application. Those wishing to share comments during this portion of the meeting are requested to state their name and address in the chat. The Board Secretary or Board President will read the comments in the order in which they were submitted. Public comment shall be concise and to the point and shall not contain abusive, defamatory, or obscene language.

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The Board will not respond to complaints from and to school personnel unless the chain of command has been followed, without satisfaction. Furthermore, the Board cannot respond to any complaints from the public directed at any district employee or student, as the Board must protect each employee and each student's right to privacy.

15. NEW BUSINESS

16. OLD BUSINESS

17. EXECUTIVE SESSION

BE IT RESOLVED, by the Union Township Board of Education pursuant to Section 7 of the Open Public Meetings Act N.J.S.A.10:4-12, that said public body enter into Closed Session at this time on **September 27, 2021** to discuss confidential matters pertaining to _____.

BE IT FURTHER RESOLVED that the matters discussed in Closed Session should be made public as soon as the need for confidentiality no longer exists, but it is not known at this time when that may be. The board expects to reconvene into public session in approximately _____ minutes. Action may be taken.

The Board adjourned to closed session at _____ .

Motion by _____, Seconded by _____ Voice Vote:

Yes	No	Abstain	Absent
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The Board reconvened in open session at _____.

Motion by _____, Seconded by _____ Voice Vote:

Yes	No	Abstain	Absent
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18. ADJOURNMENT

Motion by _____, Seconded by _____ to adjourn the Public Meeting at _____ pm.

Voice Vote:

Yes	No	Abstain	Absent
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