

UNION TOWNSHIP BOARD OF EDUCATION
Regular Meeting Agenda March 22, 2022

REGULAR MEETING OF THE UNION TOWNSHIP BOARD OF EDUCATION WILL BEGIN AT **6:45 PM IN THE LIBRARY OF THE UNION TOWNSHIP ELEMENTARY SCHOOL ON TUESDAY, MARCH 22, 2022.**

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

2. OPEN PUBLIC MEETING ANNOUNCEMENT

In compliance with the Open Public Meetings Act of New Jersey, Chapter 231, P.L. 1975, the Union Township Board of Education has provided adequate notice of the date, time and location of the meeting.

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

1. Email sent to the Hunterdon Democrat on **January 13, 2022**;
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.

3. PLEDGE OF ALLEGIANCE - Mr. Lou Palma, President

4. ROLL CALL - Mrs. Lori Tirone, Board Secretary

<i>Dr. Dan Allen</i> _____	<i>Mr. Lou Palma</i> _____	<i>Dr. Suzanne Wunder</i> _____
<i>Mrs. Kara Cherney</i> _____	<i>Dr. Christine Robitaille</i> _____	<i>Dr. Nicholas Diaz, CSA</i> _____
<i>Mrs. Cortney Dominianni</i> _____	<i>Mrs. Jennifer Sigler</i> _____	<i>Mrs. Lori Tirone, BA/BS</i> _____
<i>Mr. Mike Kokoszka</i> _____	<i>Mr. James Tiepel</i> _____	

5. PRESENTATIONS/REPORTS

- Superintendent’s Report - Dr. Nicholas Diaz
 - Covid Update
 - New Health Program Preview
 - Continued Discussion on Potential 4th Grade Move
 - Discussion on Potential Expansion of Preschool
- Business Administrator’s Report - Mrs. Lori Tirone
- Security and Fire Drills 2021 - 2022:

DRILL	DATE
ES - Fire Drill	3/7/22
ES - Lockdown Drill	3/9/22
MS - Fired Drill	2/18/22
MS - Lockdown Drill	2/22/22
MS - Hold Drill	3/17/22

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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. 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 **March 22, 2022** 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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9. REGULAR & EXECUTIVE SESSION MINUTES

CONSENT AGENDA ITEMS M1 - M2

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M1 **BE IT RESOLVED** that the **Regular Meeting Minutes of February 22, 2022** held on the date indicated as transcribed, be approved and filed.

M2 **BE IT RESOLVED** that the **Executive Session Meeting Minutes of February 22, 2022** held on the date indicated as transcribed, be approved and filed.

Motion by _____, Seconded by _____

Discussion:

Roll Call Vote:

Mrs. Sigler	Mr. Teipel	Dr. Wunder	Mrs. Cherney	Dr. Allen	Mrs. Dominianni	Dr. Robitaille	Mr. Palma	Mr. Kokoszka	TOTAL
									Yes
									No
									Abstain
									Absent

10. EDUCATION / SPECIAL / GIFTED & TALENTED

Chairperson Comments/Committee Report: The Education Committee met on March 16, 2022 at 3:00 pm. Those present were Jim Teipel, Suzanne Wunder, Christine Soltys-Robitaille, Lou Palma, Laura LoPiccolo, Kerry Foote, Rhonda Pevorus and Nicholas Diaz.

CONSENT AGENDA ITEM E1-E3

E1 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, approve the 2021-2024 State Mandated 3 Year ELL Plan.

E2 Resolved to approve the following field placement for Centenary University student observer:

Student	UTS Teacher	Building	Start Date	Time
Desiree Harrington	Nicole Jones Jill Bonatesta (Razzoli)	UTES	August 2022	Clinical Experience: August 2022 to on or around December 16, 2022 Clinical Internship: Split Placement 1 (gen ed) & Placement 2 (special ed) January 16, 2023 to April 28, 2023

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E3 Resolved to approve the following field placement for Rowan University student observer:

Student	UTS Teacher	Building	Start Date	Time
Nichole Sorge	Erica Norris	UTES and UTMS	August 2022	August 2022 - June 2023

Motion by _____, Seconded by _____

Discussion:

Roll Call Vote:

Mr. Teipel	Mrs. Cherney	Mrs. Dominianni	Mr. Kokoszka	Dr. Allen	Mrs. Sigler	Dr. Wunder	Mr. Palma	Dr. Robitaille	TOTAL
									Yes
									No
									Abstain
									Absent

11. PERSONNEL

Chairperson Comments/Committee Report: The Personnel Committee met on March 15, 2022 at 10:00 am. Those present were Jennifer Sigler, Lou Palma, Cortney Dominianni-Smith, and Nicholas Diaz.

CONSENT AGENDA ITEM P1 - P12

P1 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, amend Paige DiGiambattista as a Speech Therapist at Step 1/MA (5 days/week), effective March 1, 2022 through June 30, 2022.

P2 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, amend a Contracted Services Agreement between the Union Township Board of Education and the Franklin Township Board of Education for Speech Therapist for the period March 1, 2022 to June 30, 2022.

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P3 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, approve the following Permanent Substitutes for the 2021-2022 school year at the rate of \$135 per day, for a minimum of 3 days per week, not to exceed 30 hours per week:

Name	Substitute Position
Miguel Abreu	Teacher, Effective Feb 23, 2022
Sarah Daniello	Teacher

P4 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, 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
Alfred Oppedisano	Teacher

P5 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, accept, with regret, the resignation of Sherri Strauss, Instructional Assistant, effective March 24, 2022.

P6 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, accept, with regret, the resignation of Cynthia Wiseburn, Permanent Substitute, effective March 3, 2022.

P7 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, accept, with regret, the resignation of Sandra Foss, Permanent Substitute, effective March 5, 2022.

P8 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, accept, with regret, the resignation of Michael Underwood, Custodian, effective March 1, 2022.

P9 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, accept, with regret, the resignation of David Douglass, Instructional Assistant, effective March 25, 2022.

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P10 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, approve the following extra-curricular positions for the 2021-2022 school year:

Stipend Position	Name	Stipend Amount
Mentor (MS Special Education) - half year	Lauren Nenna	\$300.00

P11 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, appoint Anthony Mestre, as a Paraprofessional/Instructional Assistant, at the rate of \$23.00 per hour plus benefits, effective March 18, 2022 through June 30, 2022.

P12 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, approve a request for paid medical leave of absence for (employee #24) commencing on March 21, 2022 and terminating on April 29, 2022.

Motion by _____, Seconded by _____

Discussion:

Roll Call Vote:

Mrs. Sigler	Dr. Robitaille	Dr. Allen	Mr. Kokoszka	Mr. Teipel	Dr. Wunder	Mrs. Cherney	Mr. Palma	Mrs. Dominianni	TOTAL
									Yes
									No
									Abstain
									Absent

12. POLICY

Chairperson Comments/Committee Report: The Policy Committee met on March 15, 2022 at 10:00 am. Those present were Jennifer Sigler, Lou Palma, Cortney Dominianni-Smith, Nicholas Diaz and Eva Preuett.

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

CONSENT AGENDA ITEM PO1 - PO4

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PO1 BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, approve the following policy on second read:

P5541 Anti-Hazing (M) **(NEW)**

PO2 BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, approve the following policies and regulations on first read:

P2415.05 Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment (M)

P&R 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries (M)

P2622 Student Assessment (M)

P3233 Political Activities

P&R 8465 Bias Crimes and Bias-Related Acts (M)

P9560 Administration of School Surveys (M)

PO3 BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, accept the first read of the following new regulations:

R2460.30 Additional/Compensatory Special Education and Related Services (M) **(NEW)**

R2622 Student Assessment (M) **(NEW)**

PO4 BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, abolish the following policy:

P2451 Adult High School

Motion by _____, Seconded by _____

Discussion:

Roll Call Vote:

Mrs. Sigler	Mr. Kokoszka	Dr. Allen	Mr. Teipel	Dr. Wunder	Mrs. Cherney	Mrs. Dominianni	Mr. Palma	Dr. Robitaille	TOTAL
									Yes
									No
									Abstain
									Absent

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13. FINANCE / TRANSPORTATION / PHYSICAL PLANT

Chairperson Comments/Committee Report: The Finance Committee met on March 16, 2022 at 1:00 pm. Those present were Kara Cherney, Daniel Allen, Lou Palma, Rhonda Pevorus, Kerry Foote, Mike Mason, Eva Preuett, Nicholas Diaz and Lori Tirone.

CONSENT AGENDA ITEMS F1 - F12

F1 **BE IT RESOLVED** that upon review of the **Board Secretary's Report** for the month of **February 2022** 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 **Board Secretary's Report** for the month of **"Revised" January 2022** 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).

F3 **BE IT RESOLVED** that upon review of the **Treasurer's Report** for the month of **February 2022** 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).

F4 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

F5 **BE IT RESOLVED** that the Board approve the attached list of **Budget Transfers** as presented by the School Business Administrator for **February 2022**.

F6 **BE IT RESOLVED** that the Board approve the attached list of **Budget Transfers** as presented by the School Business Administrator for **"Revised" January 2022**.

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F7 **BE IT RESOLVED** that the Board approve the attached list of **District Bills** for payment as presented by the School Business Administrator for **February 2022** in the amount of \$934,883.86.

F8 **BE IT RESOLVED** that the Board approve the attached list of **District Bills** for payment as presented by the School Business Administrator for **“Revised” January 2022.**

F9 **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
Goal Quest Futbol CLub	Soccer Games	MS Soccer Field	Saturdays & Sundays - 3/27/22 thru 6/12/22	TBD	\$250.00
Girl Scout Unit 83	Leadership Meeting	MS Cafeteria	Tuesday - 4/12/22	7:00-8:00 pm	n/a
UTEA	Meeting	ES Library Conference Room	Wednesday - 3/16/22	3:45-6:00 pm	n/a
Mad Science	Wacky Science Assembly	ES Library	Tuesday - 5/10/22	8:30 am-2:00 pm	n/a

F10 **BE IT RESOLVED** that the Board upon the recommendation of the Chief School Administrator, approve the following Professional Development:

Training	Attendee	Date	Cost
HIB Law Update (virtual)	Laura Marchese	March 10, 2022	\$125.00
HIB Law Update (virtual)	Susan Pinto	March 10, 2022	\$125.00
NJASA Spring Leadership Conference Atlantic City, NJ	Nicholas Diaz	May 18-20, 2022	\$200.00 Hotel +.35/mile
NJASA Spring Leadership Conference Atlantic City, NJ	Kerry Foote Laura Marchese	May 18-20, 2022	Each Person: \$599.00 Registration \$200.00 Hotel +.35/mile

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F11 **BE IT RESOLVED** that the Board upon the recommendation of the Chief School Administrator, approve a resolution for Participation in Coordinated Transportation Services between the Warren County Special Services School District and the Union Township Board of Education for July 1, 2022 to June 30, 2023. The contract includes a 4.0% administrative fee. (On an as needed basis)

F12 **Adoption of the 2022-2023 Proposed Budget**

BE IT RESOLVED that the Union Township Board of Education hereby adopts the following proposed budget for the 2022-2023 school year and approves it for submission to the Hunterdon County Department of Education Executive County Superintendent for required review and approval. The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards, and is compliant with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A. The District has proposed programs and services in addition to the New Jersey Student Learning Standards adopted by the State Board of Education.

REVENUE		APPROPRIATIONS	
<u>Fund 10: Operating Budget</u>		<u>Fund 10: Operating Budget</u>	
Excess Surplus/Fund Balance	\$ 0	Current Expense	\$ 9,660,992
Local Tax Levy	\$ 8,884,073	Capital Outlay*	\$ 763,000
Other Revenue	\$ 0		
W/D Capital Reserve	\$ 763,000		
W/D Maintenance Reserve	\$ 0		
E/O Aid (Estimate)	\$ 150,000		
State Aid	\$ 626,919		
<u>Fund 20: Special Funds</u>		<u>Fund 20: Special Funds</u>	
Grant Entitlements (Est)	\$ 162,000	REAP/ESEA/IDEA/CRSSA	\$ 162,000
<u>Fund 40: Debt Service</u>		<u>Fund 40: Debt Service</u>	
Tax Levy	\$ 941,525	Repayment of Debt	\$ 941,525
TOTAL REVENUE:	\$11,527,517	TOTAL APPROPRIATIONS:	\$11,527,517

(*Capital Outlay includes the State Assessment for Debt Service on SDA Grant Funding, Lease Purchase Loan Principal, and capital projects)

As per N.J.A.C. 6A:23A-7.3(a), the proposed budget provides for a maximum appropriation amount of \$25,000.00 that may be allotted for travel and expense reimbursement. The School Business Administrator shall track and record these costs ensuring the maximum amount is not exceeded.

The 2022-2023 budget includes the use of all automatic adjustments (i.e. enrollment and pre budget year tax levy), if applicable.

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The 2022-2023 budget includes a withdrawal from the Capital Reserve in the amount of \$763,000.00. The use of these funds is for phase I of the HVAC project in the, including architect and engineering fees. If all funds are not used by the end of the 2022-23 budget year, they must be returned to the Capital Reserve Fund by June 30, 2023.

Motion by _____, Seconded by _____

Discussion:

Roll Call Vote:

Mrs. Robitaille	Mrs. Dominianni	Mrs. Sigler	Mr. Teipel	Dr. Wunder	Mrs. Robitaille	Dr. Allen	Mr. Palma	Mr. Kokoszka	TOTAL
									Yes
									No
									Abstain
									Absent

14. 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 ITEMS OB1

OB1 **BE IT RESOLVED** that the Board upon the recommendation of the Chief School Administrator, approve to expand the preschool program from two half day sections to two full day sections for the 2022-2023 school year.

Motion by _____, Seconded by _____

Discussion:

Roll Call Vote:

Mrs. Cherney	Dr. Allen	Mr. Kokoszka	Dr. Robitaille	Mr. Palma	Mrs. Sigler	Mr. Teipel	Dr. Wunder	Mrs. Dominianni	TOTAL
									Yes
									No

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									Abstain
									Absent

15. 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.

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.

16. NEW BUSINESS

17. OLD BUSINESS

18. ADJOURNMENT

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

Voice Vote:

Yes	No	Abstain	Absent
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