

**UNION TOWNSHIP BOARD OF EDUCATION**  
**Regular Meeting Agenda November 21, 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 MONDAY, NOVEMBER 21, 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.

**UNION TOWNSHIP BOARD OF EDUCATION  
Regular Meeting Agenda November 21, 2022**

**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
- Business Administrator’s Report - Mrs. Lori Tirone
- Security and Fire Drills 2022 - 2023:

<b>DRILL</b>	<b>DATE</b>
ES - Fire Drill	10/27/22
ES - Bus Evacuation Drill	10/28/22
MS - Fire Drill	10/31/22
MS - Hold Drill	10/31/22
MS - Bus Evacuation Drill	11/3/22

**6. CORRESPONDENCE**

**UNION TOWNSHIP BOARD OF EDUCATION**  
**Regular Meeting Agenda November 21, 2022**

**7. PUBLIC COMMENTS (agenda items)**

All comments should be directed to the board president. Members of the public who desire to provide comment shall do so by stepping forward to the microphone. Those wishing to share comments during this portion of the meeting are requested to state their name and address. The Board Secretary or Board President may respond to the comments in the order they are submitted or in summary at the close of public comments. 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 **November 21, 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**

**UNION TOWNSHIP BOARD OF EDUCATION**  
**Regular Meeting Agenda November 21, 2022**

M1 **BE IT RESOLVED** that the [Regular Meeting Minutes of October 24, 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	Mr. Kokoszka	Dr. Robitaille	Mr. Palma	TOTAL
									Yes
									No
									Abstain
									Absent

**10. EDUCATION / SPECIAL / GIFTED & TALENTED**

**Chairperson Comments/Committee Report:** The Education Committee met on November 16, 2022 at 1:00 pm. Those present were Suzanne Wunder, Jim Teipel, Christine Robitaille, Kerry Foote, Rhonda Pevorus, Laura LoPiccolo, Nicholas Diaz and Eva Preuett.

**CONSENT AGENDA ITEMS E1 - E2**

E1 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, approve the [2023-24 Union Township School Calendar](#).

E2 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, approve the 2022-23 [Nursing Services Plan](#).

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

Discussion:

Roll Call Vote:

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

**UNION TOWNSHIP BOARD OF EDUCATION**  
**Regular Meeting Agenda November 21, 2022**

**11. PERSONNEL**

**Chairperson Comments/Committee Report:** The Personnel Committee met on November 17, 2022 at 9:30 am. Those present were Jennifer Sigler, Cortney Dominianni-Smith, Lou Palma and Nicholas Diaz.

**CONSENT AGENDA ITEMS P1 - P9**

P1 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, approve the following extra-curricular position for the 2022-2023 school year:

Stipend Position	Name	Stipend Amount
Gifted and Talented Program Teacher	Nichole Sorge (K-1)	\$30.00 per hour, per person Total program cost not to exceed \$15,000
Teacher Leader	Beth Homy Dawn DeLorenzo Sue Pinto Nicole Jones	\$1,500.00 per person
Study Tables	Sheryl Schroeder Rebecca Baucom Nicole Jones	\$30.00 per hour, per person To be paid out of the ESSER grant, total program cost not to exceed \$8,000

P2 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, appoint Lisa Schoberl as a 1:1 Paraprofessional outside of contractual hours at a rate of \$30.00 per hour (not to exceed 50 hours) starting on October 24, 2022 through June 30, 2023.

P3 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, accept, with regret, the resignation of Michael Mason, Supervisor of Facilities, effective January 4, 2023.

P4 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, appoint Heather Dutta as a part-time Occupational Therapist effective November 22, 2022 to June 30, 2023 at Step 7/MA, prorated, not to exceed 21 hours per week, not eligible for health benefits.

P5 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, terminate the original employment contract for Eva Preuett as the Executive Assistant to the Superintendent, effective January 31, 2023.

**UNION TOWNSHIP BOARD OF EDUCATION  
Regular Meeting Agenda November 21, 2022**

- P6 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, approve an amended employment contract for Eva Preuett as the Executive Assistant to the Superintendent, effective February 1, 2023 at an annual salary of \$66,000 (prorated).
- P7 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, approve the updated [Contracted Services Agreement](#) between the Union Township Board of Education and the Franklin Township Board of Education to reflect a .50 share for the Executive Assistant to the Superintendent.
- P8 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, approve Madelyn Nenna as a substitute teacher for the 2022-2023 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, pending substitute certification.
- P9 **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, approve James Toner as a substitute teacher for the 2022-2023 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.

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

Discussion:

Roll Call Vote:

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

**12. POLICY**

**Chairperson Comments/Committee Report:** The Policy Committee met on November 17, 2022 at 9:30 am. Those present were Jennifer Sigler, Cortney Dominianni-Smith, Lou Palma and Nicholas Diaz.

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

**CONSENT AGENDA ITEM PO1**

**UNION TOWNSHIP BOARD OF EDUCATION**  
**Regular Meeting Agenda November 21, 2022**

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

P5512 Harassment, Intimidation or Bullying (M)

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

Discussion:

Roll Call Vote:

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

**13. FINANCE / TRANSPORTATION / PHYSICAL PLANT**

**Chairperson Comments/Committee Report:** The Finance Committee met on November 9, 2022 at 1:00 pm. Those present were Kara Cherney, Mike Kokoszka, Dan Allen, Rhonda Pevorus, Kerry Foote, Mike Mason, Eva Preuett, Nicholas Diaz and Lori Tirone.

**CONSENT AGENDA ITEMS F1 - F6**

F1 **BE IT RESOLVED** that upon review of the **Board Secretary's Report** for the month of September 2022 and October 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 **Treasurer's Report** for the month of July 2022, August 2022, September 2022 and October 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).

**UNION TOWNSHIP BOARD OF EDUCATION**  
**Regular Meeting Agenda November 21, 2022**

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 the month of September 2022 and October 2022.

F5 **BE IT RESOLVED** that the Board approve the attached list of **District Bills** for payment as presented by the School Business Administrator for the month of October 2022 in the amount of \$1,246,208.86.

F6 **Professional Development**

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

Training	Attendee	Date	Cost
New Teacher Symposium Hackettstown, NJ	Gianna Buffa	November 2, 2022	\$95.00 + .47/mile
Emotional Regulation Supports in Today's World Somerset, NJ	Christine Pezzino	October 11, 2022	.47/mile
IMSE Fidelity Course (virtual)	Elisabetta DeVita	No specific date	\$375.00
NJ Music Educators Association Conference Atlantic City, NJ	Gena James	February 23-25, 2023	\$180.00 + .47/mile
Stop the Bleed Training (Bethlehem, PA)	Susan Mason	December 7, 2022	.47/mile

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

Discussion:

Roll Call Vote:

Mrs. Cherney	Mr. Kokoszka	Dr. Allen	Mr. Teipel	Dr. Wunder	Mrs. Robitaille	Mrs. Sigler	Mrs. Domianni	Mr. Palma	TOTAL
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**UNION TOWNSHIP BOARD OF EDUCATION**  
**Regular Meeting Agenda November 21, 2022**

									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 - OB7**

**OB1 Professional Services Contract - Ehrlich Pest Control**

**BE IT RESOLVED** that the Board, upon the recommendation of the Chief School Administrator, approve a professional services contract for district pest control between Union Township Board of Education and Ehrlich Pest Control (dba Rentokil North America, Inc.) in the amount of \$4,475, effective December 1, 2022 - November 30, 2023.

**OB2 Facility Usage Requests**

**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
PTA	Teacher Appreciation Meeting	ES Cafeteria	11/21/22	7:00 pm	n/a

**OB3 Professional Services Contract - NJPFA (New Jersey Pediatric Feeding Associates)**

**BE IT RESOLVED** that the Board, upon the recommendation of the Chief School Administrator, approve a professional services contract between Union Township Board of Education and NJPFA (New Jersey Pediatric Feeding Associates) for the 2022 - 2023 school year for the following services:

**UNION TOWNSHIP BOARD OF EDUCATION**  
**Regular Meeting Agenda November 21, 2022**

Services	Fees
Oral Motor / Feeding Assessment	\$850.00
Staff Feeding Training for Pupil	\$200.00

OB4 **BE IT RESOLVED** that the Board, upon the recommendation of the Chief School Administrator, approve a [Safety Grant Award](#) in the amount of \$5,500.00 from New Jersey Schools Insurance Group (NJSIG).

OB5 **RESOLUTION DECLARING INTENT FOR FEDERAL INCOME TAX PURPOSES TO REIMBURSE ANY EXPENDITURES MADE FOR THE UNION TOWNSHIP MIDDLE SCHOOL HVAC AND ELECTRICAL UPGRADE CAPITAL PROJECT FROM PROCEEDS OF TAX EXEMPT OBLIGATIONS**

**WHEREAS**, The Board of Education of the Township of Union in the County of Hunterdon (the “School District”) intends to finance its Union Township Middle School HVAC and electrical upgrade project (the “Project”) through the issuance of tax exempt bonds or other obligations (the “obligations”) in an amount not to exceed \$2,500,000, but finds it necessary to begin work for planning and possible other implementations costs early to meet its scheduling requirements, and it may be necessary to advance certain costs prior to the time of issuance of such tax exempt obligations and replay those advances with the proceeds of the tax exempt obligations, now therefore,

**BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF UNION IN THE COUNTY OF HUNTERDON, NEW JERSEY AS FOLLOWS:**

1. This Board of Education hereby makes the following covenants and declarations with respect to obligations determined by the Business Administrator to be issued by the School District or through a conduit borrower on a tax-exempt basis. The Board of Education hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the “Code”), in order to preserve the exemption from taxation of interest on the obligations, including, if necessary, the requirement to rebate all net investment earnings on the gross proceeds above the yield on the obligations. The Board of Education hereby declares the intent of the Board of Education to issue the obligations in the amount set forth in the preamble to this resolution and to use the proceeds to pay or reimburse expenditures for the costs of the Project. This resolution is a declaration of intent within the meaning and for purposes of Treasury Regulations 1.150-2 or any successor provisions of federal income tax law.

**UNION TOWNSHIP BOARD OF EDUCATION  
Regular Meeting Agenda November 21, 2022**

2. This resolution shall take effect immediately.

**OB6 Special Education Tuition Contract Agreement  
Franklin Township Board of Education**

**BE IT RESOLVED** that the Board, upon the recommendation of the Chief School Administrator, approve a Special Education Tuition Contract Agreement (sending) between Union Township Board of Education and Franklin Township Board of Education for the 2022-2023 school year for Student #2993475901 in the amount of \$34,600.

**OB7 BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve Susan Wallace as a permanent substitute at the rate of \$135.00 per day for the 2022-2023 school year, extended until December 23, 2022, for a minimum of 3 days per week, not to exceed 30 hours per week.

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

Discussion:

Roll Call Vote:

Dr. Allen	Mrs. Cherney	Mrs. Dominiann	Mr. Kokoszka	Dr. Robitaille	Mrs. Sigler	Mr. Teipel	Dr. Wunder	Mr. Palma	TOTAL
									Yes
									No
									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 do so by stepping forward to the microphone. Those wishing to share comments during this portion of the meeting are requested to state their name and address. The Board Secretary or Board President may respond to the comments in the order they are submitted or in summary at the close of public comments. 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.

**UNION TOWNSHIP BOARD OF EDUCATION**  
**Regular Meeting Agenda November 21, 2022**

**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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