

Union County Educational Services Commission

BOARD OF DIRECTORS MEETING

June 28, 2017

MINUTES

A meeting of the Union County Educational Services Commission Board of Directors was held on Wednesday, June 28, 2017 in the 2nd floor conference room of the Commission Offices at 45 Cardinal Drive, Westfield, NJ.

CALL TO ORDER:

The meeting was called to order at 7:10 p.m. Ms. Helen Kirsch read the following statement:

Adequate notice of this meeting as required by the Open Public Meetings Act was provided by the posting, filing and mailing of a notice for posting on the bulletin boards at Westlake School, Lamberts Mill Academy and Hillcrest Academy South, 1571 Lamberts Mill Road, Westfield, Crossroads School and Nonpublic School Services, 45 Cardinal Drive, Westfield, Hillcrest Academy North, 2630 Plainfield Avenue, Scotch Plains; and the County Superintendent of Schools, 300 North Avenue, East, Westfield, and to the STAR LEDGER, Newark; and filed with the County Clerk of Union County, Elizabeth, all in New Jersey.

ROLL CALL:

Roll call was by sign-in sheet. There were present:

Berkeley Heights	Ms. Helen Kirsch
Clark	
Cranford	
Elizabeth	
Garwood	
Hillside	Ms. Kisha Chiles-Bass
Kenilworth	Ms. Annmarie Duda
Linden	
Mountainside	Ms. Cathy Jakositz
New Providence	
Plainfield	
Rahway	
Roselle	Ms. Patricia Fabrizio
Roselle Park	
Scotch Plains/Fanwood	Dr. Cindy Clancy
Springfield	Mr. Scott Donner
Summit	
Union	Mr. David Arminio
U. C. Vo-Tech	Mr. Peter Capodice
Westfield	
Winfield	Ms. Maureen Byrne
Superintendent	Ms. Terry Foppert
Assistant Superintendent	
Board Secretary	Dr. Robert A. Behot

SALUTE TO FLAG:

RECOGNIZE THE PUBLIC:

MINUTES:

It was moved by Ms. Fabrizio, seconded by Ms. Jakositz and carried by unanimous voice vote, to approve the following:

- A. Motion to approve the minutes of the Board of Directors Meeting of June 7, 2017 **(Att. 1)**
- B. Motion to approve the minutes of the Reorganization Meeting of the Representative Assembly of June 7, 2017 **(Att. 2)**

SUPERINTENDENT'S REPORT:

It was moved by Mr. Capodice, seconded by Ms. Jakositz and carried by unanimous voice vote, to approve the Superintendent's Report dated June 2017. **(Att. 2)**

FINANCE:

It was moved by Ms. Duda, seconded by Mr. Donner and carried by roll call vote, to approve the following Agenda items:

- A. Motion to approve the Secretary's Financial Reports:
 - Board Secretary's Report dated May 31, 2017 **(Att. 4)**
 - Budget Report dated June 30, 2017 **(Att. 5)**
 - Check Register for the month ended 6/30/17 the amount of \$3,883,626.03 **(Att. 6)**
- B. Motion to approve the attached June check register for the School Lunch Account with a total of \$25,414.71 **(Att. 7)**
- C. WHEREAS, N.J.S.A. 6:30-213, overexpenditure of funds requires certification from the Board Secretary on the status of account and fund balances

BE IT RESOLVED, THAT THE Board of Directors does hereby acknowledge that there are no line item accounts showing a deficit balance for the month of June 2017

AND FURTHER RESOLVED, that the Board of Directors hereby acknowledges that a deficit balance does not exist in any major category

FINANCE: Con't

- D. Motion to appropriate \$20,000. for Union County Educational Services Foundation into the following line items in the 2017-2018 budget:

AMOUNT	DESCRIPTION
\$ 10,000.	20-000-216-800-1-150
	Education Grants
10,000.	20-000-219-800-2-150
	Crossroads

- E. Motion to approve the following line item transfers in the 2016-2017 budget:

Amount	From	To	Amount
\$ 40.	20-190-100-106-0-675	20-190-100-610-0-675	\$ 40.
	Salaries Paraprofessionals	Teaching Supplies	
300.	20-140-100-101-0-671	20-000-291-220-0-671	300.
	Salaries Teachers	Social Security	
1,250.	20-140-100-101-0-671	20-000-291-241-0-671	1,250.
	Salaries Teachers	Other Retirement	
1,000.	20-000-219-320-0-673	20-000-291-220-0-673	1,000.
	Pur. Prof. Ed. Services	Social Security	
235.	20-140-100-101-0-671	20-000-219-320-0-671	235.
	Salaries Teachers	Pur. Prof. Ed. Services	
211.	20-000-291-241-0-685	20-190-100-106-0-685	211.
	Other Retirement	Salaries Paraprofessionals	
TOTAL			TOTAL
\$ 3,036.			\$ 3,036.

FINANCE: Con't

F. Motion to approve the following line item transfers in the 2016-2017 budget:

Amount	From	To	Amount
\$ 1,500.	11-000-310-930-0-100	11-000-222-177-0-100	\$ 1,500.
	Transfers to Cover Deficits	Tech. Coordinators	
1,000.	11-000-230-590-0-200	11-212-100-106-0-200	1,000.
	Other Purch. Services	Sal. Paraprofessionals – M.D.	
15,000.	11-000-230-339-2-100	11-000-230-331-0-100	15,000.
	Staff Development	Legal Services	
1,515.	11-000-291-270-0-400	11-000-221-102-0-400	1,515.
	Health Benefits	Salaries Supervisors	
5,000.	11-000-291-241-0-200	11-000-291-220-0-200	5,000.
	Other Retirement Contrib	Social Security	
300.	11-190-100-610-0-200	11-190-100-320-0-200	300.
	Teaching Supplies	Ed. Pur. Serv. Karate	
TOTAL			TOTAL
\$ 24,315.			\$ 24,315.

Ayes: Mesdames; Kirsch, Chiles-Bass, Duda, Jakositz, Fabrizio, Clancy, Byrne; Messr: Donner, Arminio, Capodice

Nays: None

Abstain: None

TRANSPORTATION:

It was moved by Ms. Duda, seconded by Ms. Byrne and carried by roll call vote, to approve the following Agenda items:

- A. Motion to approve Amendments to Existing Transportation Contracts dated June 28, 2017, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles (Att. 8)
- B. Motion to approve the attached penalty deductions (Att. 9)
- C. Motion to approve the attached Negotiated Contracts (Att. 10)

SUMMER TRANSPORTATION:

- D. Motion to approve the results of the Special Education Summer School Transportation Bid Openings dated May 31, June 7, June 14 and June 21 and June 28, 2017 and award contracts to the lowest responsible bidders denoted by an asterisk.

(Att. 11)
(Att. 12)
(Att. 13)
(Att. 14)
(Att. 15)

- E. Motion to approve Special Education Summer School Transportation Renewals dated June 28, 2017, for the Summer 2017, school session

(Att. 16)

- F. Motion to approve the following Commission operated Summer Routes and Positions at the costs indicated:

CS-401SR - ROUTE - \$6,390.00	CS-401 SR - AIDE - \$1,632.00
CS-402SR - ROUTE - \$6,390.00	CS-402 SR - AIDE - \$1,632.00
CS-403SR - ROUTE - \$6,390.00	CS-403 SR - AIDE - \$1,632.00
CS-404SR - ROUTE - \$6,390.00	CS-404 SR - AIDE - \$1,632.00
CS-405SR - ROUTE - \$6,390.00	

Ayes: Mesdames; Kirsch, Chiles-Bass, Duda, Jakositz, Fabrizio, Clancy, Byrne; Messr: Donner, Arminio, Capodice

Nays: None

Abstain: Donner (A,C,D)

PROGRAMS:

It was moved by Ms. Fabrizio, seconded by Ms. Jakositz and carried by roll call vote, to approve the following Agenda items:

- A. Motion to affirm the HIB Report of Investigation 17-11 as presented by the Superintendent in Executive Session June 7, 2017
- B. Motion to approve a contract for Sandra Marotta of Ashrams for Autism to provide six (6) yoga classes to Transition students at the rate of \$75.00 per hour every Thursday for the period of July 5, 2017 through August 15, 2017
- C. Motion to approve the Memorandum of Agreement between Children's Specialized Hospital and Union County Educational Services Commission to continue the Home Instruction Program for the 2017-2018 school year

PROGRAMS: Con't

- D. Motion to continue to provide a suitable specialized alternative education program, for Hillcrest Academy South and Hillcrest Academy North, with the Elizabeth Board of Education for the 2017-2018 school year with a tuition adjustment of \$20,505. per student for 203 students, totaling of \$4,162,515. In addition, there will be a \$114.00 a day tuition charge for one additional student who is on a 45 day placement. This is the third year of a five year contract. The tuition rate is subject to change in years four and five

Ayes: Mesdames; Kirsch, Chiles-Bass, Duda, Jakositz, Fabrizio, Clancy, Byrne; Messr: Donner, Arminio, Capodice

Nays: None Abstain: Donner (D)

TRAVEL AND RELATED EXPENSES:

It was moved by Ms. Chiles-Bass seconded by Ms. Fabrizio and carried by roll call vote, to approve the following Agenda item:

- A. Motion to authorize in advance, as required by statute and Commission policies and regulations, attendance at the specified professional development conferences/workshops/programs by the employees listed for the dates and costs indicated on the attached Travel and Related Expense Reimbursement Form (Att. 17)

Ayes: Mesdames; Kirsch, Chiles-Bass, Duda, Jakositz, Fabrizio, Clancy, Byrne; Messr: Donner, Arminio, Capodice

Nays: None Abstain: None

EXECUTIVE SESSION:

It was moved by Mr Arminio, seconded by Ms. Chiles-Bass and carried by unanimous voice vote to move into executive session at 7:33 p.m. for the purpose of discussing negotiations, HIB investigations, personnel and legal matters. Any discussion held by the Board which need not remain confidential will be made public as soon as practicable. Action may be taken upon return to public session.

The Board of Directors meeting returned to open session at 7:46 p.m. on motion of Ms. Byrne seconded by Ms. Duda and carried by unanimous voice vote.

PERSONNEL:

It was moved by Ms. Chiles-Bass, seconded by Ms. Duda and carried by roll call vote, to approve the following Agenda item:

- A. Motion to approve the contract of Mrs. Terry Foppert, Superintendent of Schools, as approved by the Interim Executive Union County Superintendent for the July 1, 2017 – June 30, 2018 school year

Ayes: Mesdames; Kirsch, Chiles-Bass, Duda, Jakositz, Fabrizio, Clancy, Byrne; Messr: Donner, Arminio, Capodice

Nays: None Abstain: None

It was moved by Ms. Duda, seconded by Ms. Byrne and carried by roll call vote, to approve the following Agenda item:

- A. Motion to approve the contract of Dr. Robert Behot, Business Administrator/Board Secretary, as approved by the Interim Executive Union County Superintendent for the July 1, 2017 – June 30, 2018 school year

Ayes: Mesdames; Kirsch, Chiles-Bass, Duda, Jakositz, Fabrizio, Clancy, Byrne; Messr: Donner, Arminio, Capodice

Nays: None Abstain: None

It was moved by Ms. Duda, seconded by Ms. Byrne and carried by roll call vote, to approve the following Agenda item:

- A. Motion to approve the contract of Mr. Michael Kowalski, Assistant Superintendent of Schools, as approved by the Interim Executive Union County Superintendent for the July 1, 2017 – June 30, 2018 school year

Ayes: Mesdames; Kirsch, Chiles-Bass, Duda, Jakositz, Fabrizio, Clancy, Byrne; Messr: Donner, Arminio, Capodice

Nays: None Abstain: None

PERSONNEL: Con't

It was moved by Ms. Duda, seconded by Ms. Byrne and carried by roll call vote, to approve the following Agenda items:

- A. Motion to approve the Revised 2017-2018 Calendars:
 - Commission Schools (Att. 18)
 - Auxiliary Services (Att. 19)
- B. Motion to approve the Personnel Agenda dated June 28, 2017 as recommended by the Superintendent (Att. 20)
- C. Motion to approve the 2017-2018 Annual Personnel Agenda for Substitutes and Tutors (Att. 21)
- D. Motion to approve the Personnel Agenda for Extended School Year Programs dated June 28, 2017 as recommended by the Superintendent (Att. 22)
- E. Motion to approve the Summer Transportation Personnel Agenda for Extended School Year Programs dated June 28, 2017 as recommended by the Superintendent (Att. 23)

Ayes: Mesdames; Kirsch, Chiles-Bass, Duda, Jakositz, Fabrizio, Byrne; Messr: Donner, Arminio, Capodice

Nays: None

Abstain: None

NEW BUSINESS:

OLD BUSINESS:

RECOGNIZE THE PUBLIC:

DATE OF NEXT MEETING:

The next meeting of the Board of Directors will be at 7:00 pm, Wednesday, August 30, 2017 in the second floor conference room at 45 Cardinal Drive, Westfield, NJ

ADJOURNMENT:

On motion of Mr. Donner, seconded by Ms. Duda and carried voice vote, the meeting was adjourned at 7:51 p.m.



Robert A. Behot, Board Secretary