

**Union County Educational Services Commission
REORGANIZATION MEETING
of the Representative Assembly**

June 8, 2022

MINUTES

The Reorganization Meeting of the Representative Assembly of the Union County Educational Services Commission was held on Wednesday, June 8, 2022. The meeting was called to order at 7:03 p.m. The Business Administrator read the following statement:

This meeting was posted in accordance with the Open Public Meetings act PL 1975 Chapter 231. The meeting was called to order at 7:03 p.m.

1. ROLL CALL

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

Berkeley Heights	
Clark	Ms. Lorraine Aklonis
Cranford	Mr. Brett Dreyer
Elizabeth	
Garwood	Mr. Tim Ryan
Hillside	Ms. Laquana Best
Kenilworth	Dr. Michelle Panichi
Linden	
Mountainside	
New Providence	Ms. Stacey Gunderman
Plainfield	Ms. Carmencita Pile
Rahway	Ms. Jennifer Moteiro
Roselle	Ms. Yessica Chavez
Roselle Park	
Scotch Plains/Fanwood	Ms. Deb Brody
Springfield	
Summit	
Union	Ms. Mary Lynn Williams
U. C. Vo-Tech	Ms. Gwen Ryan
Westfield	Ms. Amy Root
Winfield	
Acting Superintendent	Ms. Carrie Dattilo
Board Secretary	Mr. Eric Larson

2. SALUTE TO THE FLAG

3. APPOINTMENT OF CHAIRMAN PRO TEM

It was moved by Ms. Pile, seconded by Dr. Panichi and carried by voice vote, to appoint Eric Larson, School Business Administrator/Board Secretary, as Chairman pro tem

4. OATH OF OFFICE

The Board Secretary administered the Oath of Office to all members of the Representative Assembly.

5. SET NUMBER OF MEMBERS, BOARD OF DIRECTORS

The Board Secretary entertained a motion to set the number of members of the Board of Directors. It was moved by Mr. Ryan, seconded by Ms. Pile and carried by voice vote, to set the number of Board of Directors at 15, for the period June 8, 2022 until the next Reorganization Meeting.

Ayes: Mesdames; Aklonis, Best, Panichi, Gunderman, Pile, Motiero, Chavez, Brody, Williams, Ryan, Root; Messr: Dreyer, Ryan

Nays: None

Abstain: None

Board Members there is no need to abstain on motions that include your district

6. It was moved by Ms. Pile, seconded by Ms. Root and carried by voice vote, to elect the following districts and their representatives to the Board of Directors until the next Reorganization Meeting:

(Att. 1)

Clark	Ms. Lorraine Aklonis
Cranford	Mr. Brett Dreyer
Garwood	Mr. Tim Ryan
Hillside	Ms. Laquana Best
Kenilworth	Dr. Michelle Panichi
Linden	Dr. Marlene Berghammer
Mountainside	Dr. Dana Guidici Pietro
New Providence	Ms. Stacey Gunderman
Plainfield	Ms. Carmencita Pile
Rahway	Ms. Jennifer Moteiro
Roselle	Dr. Courtney Washington
Scotch Plains/Fanwood	Ms. Deb Brody
Springfield	Mr. Hector Munoz
Union	Ms. Mary Lynn Williams
U. C. Vo-Tech	Ms. Gwen Ryan
Westfield	Mr. Leila Morrelli

Ayes: Mesdames; Aklonis, Best, Panichi, Gunderman, Pile, Motiero, Chavez, Brody, Williams, Ryan, Root; Messr: Dreyer, Ryan

Nays: None

Abstain: None

7. NOMINATION OF PRESIDENT AND VICE PRESIDENT

It was moved by Ms. Ryan to nominate Ms. Lorraine Aklonis as President.

Ms. Aklonis was elected President

Ayes: Mesdames; Best, Panichi, Gunderman, Pile, Motiero, Chavez, Brody, Williams, Ryan, Root; Messr: Dreyer, Ryan

Nays: None

Abstain: None

Meeting turned over to Board President

It was moved by Ms. Root, to nominate Ms. Gwen Ryan as Vice President.

Ms. Ryan was elected Vice President.

Ayes: Mesdames; Aklonis, Best, Panichi, Gunderman, Pile, Motiero, Chavez, Brody, Williams, Ryan
Root; Messr: Dreyer, Ryan

Nays: None

Abstain: None

8. EXECUTIVE COMMITTEE MEMBER

It was moved by Ms. Moteiro, to nominate Dr. Michelle Panichi as a member of the Executive Committee. The Executive Committee member along with the President and Vice President shall serve as an Executive Committee to administer the affairs of the Board of Directors between regularly convened meetings.

Dr. Michelle Panichi was elected Executive Committee Member.

Ayes: Mesdames; Aklonis, Best, Gunderman, Pile, Motiero, Chavez, Brody, Williams, Ryan, Root;
Messr: Dreyer, Ryan

Nays: None

Abstain: None

9. ALTERNATE EXECUTIVE COMMITTEE MEMBER

It was moved by Dr. Panichi, to nominate Ms. Best as a member of the Board of Directors who, along with the President and Vice President, shall serve as an Alternate Executive Committee Member to administer the affairs of the Board of Directors between regularly convened meetings.

Dr. Courtney Washington was elected Alternate Executive Committee Member.

Ayes: Mesdames; Aklonis, Best, Panichi, Gunderman, Pile, Motiero, Chavez, Brody, Williams,
Ryan, Root; Messr: Dreyer, Ryan

Nays: None

Abstain: None

RECOGNIZE PUBLIC

Ms. Aklonis recognized the public and asked for comments on agenda items only.

FINANCE AND ORGANIZATION:

It was moved by Ms. Pile, seconded by Mr. Ryan, and carried by unanimous voice vote, to approve the following:

10. Motion to designate the following official depositories for Commission funds and Special Banking Accounts:

Columbia Bank, NA
The Bank of New York
The Provident Bank

N.J. Cash Management Fund
Capital One Public Funding, LLC

11. Motion to designate the following as signatories for Commission funds:

President, Vice President, and Board Secretary

12. Motion to designate the following Special Banking Account and authorized signatures:

Account
Schools' Activity Account

Approved Signatures
President, Vice President, and Board Secretary

13. Motion to designate the following as official newspapers for publications of the Commission:

STAR LEDGER, Newark
THE WESTFIELD LEADER, Westfield

14. Motion to approve the schedule of meetings for the Board of Directors as presented in Att. 2.

(Att. 2)

15. Motion to approve the following amounts for the Commission programs petty cash account for the purchase of supplies that are urgently needed, the amount of which is too small to warrant a purchase order for the 2022-2023 school year:

School Business Administrator	\$3,000.
Superintendent's Office	\$ 250.
Westlake School	\$ 500.
Crossroads School	\$ 350.
Lamberts Mill Academy	\$ 250.
Hillcrest Academy/North Campus	\$ 250.
Hillcrest Academy/South Campus	\$ 250.
Transition	\$ 250.

FINANCE AND ORGANIZATION: (Cont'd)

16. Motion to approve the following curriculum guides for the 2022-2023 school year:

Art: Drawing and Painting 1, 2	Business Education: Business Organization and Management Success Seminar 1, 2, 3, 4 Introduction to Computer Applications Career Education and Technology 1, 2 Personal Finance
English: English Language Arts 1, 2, 3, 4 Creative Writing Edmark Reading Program Edmark Functional Word Series Reading Milestones Program SRA Reading Mastery The Verbal Behavior Milestones Assessment Assessment of Language & Learning Skills	Health & Physical Education: Health and Physical Education 1, 2, 3, 4 Strength and Fitness
Mathematics: Algebra 1, 2 Geometry Trigonometry Probability and Statistics Consumer Math Math Strategies Touch Math Touch Money Menu Math	Social Skills: Social Boundaries: The Circles Curriculum Second Step Social Emotional Curriculum Assessment of Functional Living Skills
Social Studies: World History United States History 1, 2 Economics Sociology 20th Century History 20th Century Civil Liberties Echoes and Reflections: Teaching the Holocaust and Inspiring the Classroom Social Studies Leveled Daily Curriculum Attainment Explore Social Studies Curriculum Art History Criminal Justice	Science: Earth Science Environmental Science Biology Chemistry Forensics Marine Biology Attainment Explore Science Curriculum Full Option Science System
World Language: Spanish 1, 2, 3	

FINANCE AND ORGANIZATION: (Cont'd)

17. Motion to approve the job descriptions for the following positions:

Assistant Superintendent	School Custodian (FT & PT)
Accounts Payable Clerk	School Guidance Counselor
Accounts Receivable Coordinator	School Nurse
Adm Ass't./Ass't. Bd. Sec.	School Physical Therapist
Adm Ass't for Nonpublic	School Psychologist NP
Bedside Tutor	School Occupational Therapist
Behavior Specialist	School Safety/Security Monitor
Board Certified Behavior Analyst	School Secretary
Buildings & Grounds Supervisor	School Social Worker
Child Study Team Consultant NP	Secretary/Data Entry Clerk (FT & PT)
Compensatory Ed/Supplemental Instructor	Secretary/Data Entry Clerk/NP Svs
Database Manager	Speech Language Specialist
Director of Curriculum & Instruction	Student Assistance Coordinator/Social Worker
Director of Pupil Personnel Services	Superintendent
Director of Special Projects	Supervisor of Instruction (Spec Ed & Alt Schs)
Director of Nonpublic Services	Supervisor of Instruction
Supervisor of Planning/Research & Evaluation	Supervisor of Nonpublic Services
Executive Secretary/Personnel/Policy	Supervisor of Planning, Research & Evaluation
Executive Secretary to Superintendent	Teacher/Alternative High School
Executive Secretary to Asst. Superintendent	Teacher of Art
ESL Teacher	Teacher of Chemistry
Head School Bus Driver	Teacher of English
Inpatient Teacher-Trinitas & CSP	Teacher of the Handicapped
Learning Disabilities Teacher Consultant PT	Teacher of Hand. for IDEA-B NP
Mail Courier/Delivery Driver (PT)	Teacher of Mathematics
Network Admin/Webmaster	Teacher of Science
Nonpublic School Nurse	Teacher of Social Studies
Paraprofessional (FT & PT)	Teacher of Spanish
P/T Secretary to Business Administrator	Teacher of Students w/Disabilities
Payroll/Data Entry Clerk	Tchr of Health/Physical Education
Principal	Technology Manager (PT)
Registered Behavior Technician	Technology Support (PT)
Safety Care Coordinator	Title I Teacher/Nonpublic Schools
School Bus Aide	Transportation Coordinator
School Bus Driver	Transportation Specialist I & II

18. Motion to authorize those permitted student records enumerated in Policy & Regulation (File Code 8330) which are not mandated student records as those permitted pupil records to be collected and maintained in order to promote the educational welfare of pupils in Commission schools

19. Motion to affirm the Commission's present policies, regulations, and bylaws for the period June 8, 2022 until the next reorganization meeting

FINANCE AND ORGANIZATION: (Cont'd)

20. Motion to appoint Eric Larson as Board Secretary for the period commencing June 8, 2022 until the next reorganization meeting
21. Motion to designate Suplee, Clooney and Company, 308 East Broad Street, Westfield, NJ, 07090, as the Official Auditor for the Commission for the period beginning June 8, 2022 until the next reorganization meeting not to exceed \$35,000
22. Motion to designate Eric Harrison of the firm Methfessel & Werbel, Lincoln Highway, Suite 200, Edison, NJ 08818 as Board Attorney for the period June 8, 2022 until the next reorganization meeting not to exceed \$50,000
23. Motion to appoint Brown & Brown Benefit Advisors as our health benefits broker-of-record effective July 1, 2022 through June 30, 2023.
24. Motion to approve Dr. Ronald M. Frank to provide school physician services directed by the NJDOE Administrative Code Title 6A Chapter 16, at an annual fee of \$3,000 for Commission schools and \$1,500 annually to provide Standing Nursing Orders for Nonpublic School Nurses for the period of June 8, 2022 until the next reorganization meeting
25. Motion to approve the following for the provision of therapy and nursing services for the June 8, 2022 until the next reorganization meeting:
- | <u>Name</u> | <u>Therapy & Nursing Services</u> |
|------------------------------------|--|
| Trinitas Therapy Services | Occupational Therapy, Physical Therapy, Counseling |
| Interim Healthcare of Northwest NJ | Nursing Services |
| Therapy Sources Staffing Solutions | Physical Therapy |
| United Therapy Solutions | Speech |
26. Motion to appoint Willis Towers Watson of New Jersey, Inc., 150 John F. Kennedy Pkwy, Suite 520, Short Hills, NJ 07078, as the Commission's Insurance Risk Manager for the period June 8, 2022 until the next reorganization meeting
27. Motion to appoint Solutions Architecture, 96 Pompton Avenue, Second Floor, Verona, NJ 07044 as the Architect of Record to perform needed services throughout the school year beginning June 8, 2022 until the next reorganization meeting not to exceed \$75,000
28. Motion to appoint Eric Larson as the District Qualified Purchasing Agent for matters relating to awarding of contracts as prescribed by the local public contracts law with a bid threshold of \$44,000 and a quotation threshold of \$6,600 at no additional salary for the period beginning June 8, 2022 until the next reorganization meeting
29. Motion to appoint Eric Larson as the District Public Agency Compliance Officer at no additional salary for the period beginning June 8, 2022 until the next reorganization meeting
30. Motion to appoint Eric Larson as the District Right to Know Officer, Integrated Pest Management Coordinator and Indoor Air Quality Officer at no additional salary for the period beginning June 8, 2022 until the next reorganization meeting

FINANCE AND ORGANIZATION: (Cont'd)

31. Motion to appoint Eric Larson as Custodian of Public Records at no additional salary for the period beginning June 8, 2022 until the next reorganization meeting
32. Motion to appoint John Marquet as the District Affirmative Action Officer, District Affirmative Action Officer for Contracts, the District Anti-Bullying Coordinator and 504 Officer at no additional salary for the period June 8, 2022 until the next reorganization meeting
33. Motion to authorize the Superintendent and the School Business Administrator/Board Secretary, jointly, to provide approval of demands to be paid prior to presentation to the Board of Directors, subject to ratification at the next meeting, in accordance with 18A:19-4.1
34. Motion that as provided by N.J.S.A. 18A:22-8.1 amended, the Superintendent or designee, be designated to approve such line-item budget transfers as are necessary between Board of Director Meetings, and such transfers shall be reported to the Board of Directors, ratified and duly recorded in the minutes of next regular meeting.
35. Motion that emergency procedures described in the official Union County Educational Services Commission Emergency Management Plan be approved as recommended by the Superintendent of Schools.
36. Motion that the Representative Assembly authorize the Superintendent and Business Administrator to implement the June 8, 2022 budget, once authorized and finalized, pursuant to local and state policies and regulations.
37. Motion to approve the use of Educational Services Commission of New Jersey's Cooperative Pricing System – MCESCCPS for cooperative pricing for school supplies, equipment, and services for the 2022-2023 school year
38. Motion to approve the use of Hunterdon County Educational Services Commission's Cooperative Pricing System – HCESCCPS for cooperative pricing for school supplies, equipment, and services for the 2022-2023 school year
39. Motion to approve the following service vendors for the 2022-2023 school year:

AES Fire
Allied Universal
All County Sewer & Drain Service
American Water Co.
AM School Associates
Atlantic Business Systems
Comcast Business
Comcast Cablevision
Confires Fire Protection
Diploma Joint Insurance Fund
DLL Document Solutions
East Coast Combustion
Edumet
Entel Systems

Maschio's Food Services, Inc
McIntyre's Lawnmowers Inc.
NEC Financial
Partner Engineering & Science Inc.
Power School
PSE&G
Republic Services
Ridge Secure Technology
Saunders Roofing
Staples Advantage
Stonegate Associates
Strauss Esmay
Survivor Fire & Safety
T-Mobile

FINANCE AND ORGANIZATION: (Cont'd)

Elizabethtown Gas
ESS (Substitute Staffing)
Frontline Technologies

Trane
Tompkin Company
Township of Clark

Home Depot
Hydra Neumatic
Jay Hill Repairs
Light Path

U.S. Bancorp
Verizon Wireless
Waste Management of New Jersey
Westfield Lumber

40. Motion to approve the continuation of the .25 per resident pupil membership fee in support of Commission expenses for 2022-2023 school year

41. Motion to authorize entering into transportation jointures with the following school districts for the 2022-2023 school year:

Barnegat Township
Bergenfield
Berkeley Heights
Bradley Beach
Bridgewater-Raritan
Caldwell-West Caldwell
Clark
Clifton
Cranford
Dunellen
East Hanover
East Newark
East Orange

Kenilworth
Linden
Livingston
Long Hill
Manasquan
Millburn
Monroe Township
Montgomery
Mountainside
Neptune
Newark
New Providence
Northern Burlington County
Regional

Edison
Elizabeth
Franklin Township
Garwood
Gateway Regional
Green Brook
Hamilton Township
Hanover Township
Highland Park
Hillside
Hillsborough
Irvington
Jersey City

North Plainfield
Old Bridge Township
Orange
Parsippany-Troy Hills
Passaic
Paterson
Penn's Grove
Perth Amboy
Piscataway
Plainfield
Plumsted Township
Rahway

Roselle
Roselle Park
Sayreville
Scotch Plains/Fanwood
Somerset Hills
South Amboy
South Bound Brook
South Orange - Maplewood
South Plainfield
Springfield
Summit
Sussex County Regional Co-op
Teaneck

Toms River Regional
Trenton
Union Township
Warren Township
Watchung
Watchung Hills
West Caldwell
West Essex Regional
West Morris Regional
West Orange
Westfield
Winfield
Woodbridge

FINANCE AND ORGANIZATION: (Cont'd)

40. Motion to authorize entering into transportation contracts with the following school bus companies in order to provide transportation services for all public, nonpublic, special education and vocational school students serviced by the Commission on behalf of the above listed school districts for the 2022-2023 school year:

8 Transportation	Cross Transportation, Inc.	K & D Bus Service, LLC
A & M Transportation	Durham School Services	K & S Transportation
Amaker & Porterfield Transportation	Euphrates Transportation, LLC	Kensington Bus Company
Angel Transportation	F.S.Transportation, Inc.	Madison Coach
BRCK Transport, LLC	First Care Medical Transportation	Nelvi Transit, Inc.
Barker Bus Company, Inc.	First Student-Chatham	On The Dot Transportation
Belair Transport	George Dapper, Inc.	On Time Transport, Inc.
Best Trans Group, Inc.	Golden Arrow Transportation	Prestige Bus Services Corp.
Bright Start Transport	H & A Transportation	Road to Success, LLC
Busy Bee Transportation	J & J Transportation/Lun & Run	Shore Vans
By Faith Transportation	Jaris Transportation Co.	Student Transportation of America, Inc.
Cerebral Palsy League Transportation	Jawa Invalid Coach, Inc.	Villani Bus Company

41. Authorization to enter into contracts with the following school districts in order for the Commission to provide services under Chapters 192/193 for the 2022-2023 school year

a. Belleville	f. Hillside	k. Roselle
b. Cedar Grove	g. Kenilworth	l. Scotch Plains/Fanwood
c. Clark	h. Linden	m. Summit
d. Cranford	i. New Providence	n. Union
e. Elizabeth	j. Plainfield	o. Westfield

42. Authorization to enter into contracts with the following school districts in order for the Commission to provide nonpublic school services under Title I for the 2022-2023 school year:

a. Elizabeth	d. Plainfield
b. Hillside	e. Roselle
c. Linden	f. Union

43. Authorization to enter into contracts with the following school districts/Charter Schools in order that they may participate in the Commission's Environmental Safety Program for the 2022-2023 school year:

a. Cranford	d. Kenilworth	g. Roselle
b. Elizabeth	e. Morris Union Jointure Comm.	h. Union County Vo-Tech
c. Hillside	f. Queen City Academy	i. Winfield

44. Authorization to enter into contracts with the following districts in order that the Commission may administer their nonpublic school textbook program for the 2022-2023 school year:

a. Cranford	e. Linden	i. Union
b. Elizabeth	f. New Providence	
c. Hillside	g. Plainfield	
d. Kenilworth	h. Summit	

FINANCE AND ORGANIZATION: (Cont'd)

45. Authorization to enter into contracts with the following districts in order that the Commission may administer their nonpublic school technology program for the 2022-2023 school year:

- | | | |
|--------------|-------------------|--------------------------|
| a. Clark | e. New Providence | i. Scotch Plains/Fanwood |
| b. Cranford | f. Plainfield | j. Summit |
| c. Elizabeth | g. Rahway | k. Union |
| d. Hillside | h. Roselle | l. Westfield |

46. Authorization to enter into contracts with the following districts in order that the Commission may provide nursing services to nonpublic schools within their boundaries for the 2022-2023 school year:

- | | | |
|----------------|-------------------|--------------------------|
| a. Belleville | e. Hillside | i. Scotch Plains/Fanwood |
| b. Cedar Grove | f. Kenilworth | j. Summit |
| c. Clark | g. New Providence | k. Union |
| d. Cranford | h. Roselle | l. Westfield |

47. Authorization to enter into contracts with the following school districts/Charter Schools in order for the Commission to provide child study team evaluations for public school students during the 2022-2023 school year:

- | | | |
|---------------------|-------------------|--------------------------|
| a. Berkeley Heights | g. Kenilworth | l. Roselle |
| b. Cedar Grove | h. Linden | m. Scotch Plains/Fanwood |
| c. Clark | i. New Providence | n. Summit |
| d. Cranford | j. Plainfield | o. Union |
| e. Elizabeth | k. Rahway | p. Union County Vo-Tech |
| f. Hillside | | q. Westfield |

48. Authorization to enter into contracts with the following school districts in order for the Commission to provide services under IDEA Part B Basic for the 2022-2023 school year:

- | | | |
|----------------|-------------------|--------------------------|
| a. Belleville | f. Hillside | l. Roselle |
| b. Cedar Grove | g. Kenilworth | m. Scotch Plains/Fanwood |
| c. Clark | h. Linden | n. Summit |
| d. Cranford | i. New Providence | o. Union |
| e. Elizabeth | j. Plainfield | p. Westfield |
| | k. Rahway | |

49. Authorization to enter into contracts with the following districts in order that the Commission may administer their nonpublic school Security Aid program for the 2022-2023 school year:

- | | | |
|-------------------|--------------------------|----------|
| a. Cranford | e. Plainfield | j. Union |
| b. Elizabeth | f. Roselle | |
| c. Hillside | g. Scotch Plains/Fanwood | |
| d. New Providence | h. Summit | |

50. Motion to authorize the provision of home instruction to all New Jersey public-school pupils upon receipt of requests from their authorized representatives for the 2022-2023 school year.

Ayes: Mesdames; Aklonis, Best, Panichi, Gunderman, Pile, Motiero, Chavez, Brody, Williams, Ryan, Root;
Messr: Dreyer, Ryan

Nays: None

Abstain: None

OLD BUSINESS:

NEW BUSINESS:

RECOGNIZE THE PUBLIC:

ADJOURNMENT:

On motion of Ms. Best, seconded by Ms. Root and carried, the meeting was adjourned at 7:14 p.m.

Eric Larson, Board Secretary

50. Motion to authorize the provision of home instruction to all New Jersey public-school pupils upon receipt of requests from their authorized representatives for the 2022-2023 school year.

Ayes: Mesdames; Aklonis, Best, Panichi, Gunderman, Pile, Motiero, Chavez, Brody, Williams, Ryan, Root;
Messr: Dreyer, Ryan

Nays: None

Abstain: None

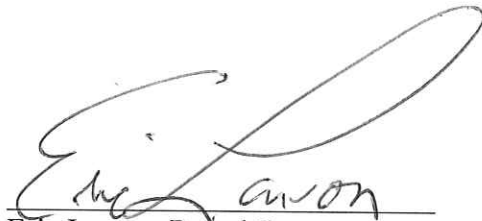
OLD BUSINESS:

NEW BUSINESS:

RECOGNIZE THE PUBLIC:

ADJOURNMENT:

On motion of Ms. Best, seconded by Ms. Root and carried, the meeting was adjourned at 7:14 p.m.



Eric Larson, Board Secretary