

Union County Educational Services Commission

REPRESENTATIVE ASSEMBLY MEETING

August 3, 2022

MINUTES

CALL TO ORDER

This meeting was posted in accordance with the Open Public Meetings act PL 1975 Chapter 231. The meeting was called to order at 7:02 p.m.

1. ROLL CALL

Roll call by verbal roll call. There were present:

Berkeley Heights	
Clark	Ms. Lorraine Aklonis
Cranford	Mr. Brett Dreyer
Elizabeth	
Garwood	Ms. Christine Guerriero
Hillside	
Kenilworth	Dr. Michelle Panichi
Linden	
Mountainside	
New Providence	Ms. Stacey Gunderman
Plainfield	Ms. Carmencita Pile
Rahway	Ms. Jennifer Moterio
Roselle	
Roselle Park	
Scotch Plains/Fanwood	
Springfield	
Summit	
Union	
U. C. Vo-Tech	Ms. Janet Behrmann
Westfield	Ms. Leila Morrelli
Winfield	
Superintendent	Ms. Carrie Dattilo
Board Secretary	Mr. Eric Larson

2. Salute to the Flag

EXECUTIVE SESSION

3. It was moved by Ms. Pile, seconded by Ms. Washington, and carried by roll call vote, to move into Executive Session at 7:04 p.m. for the purpose of discussing personnel and an HIB case. Any discussion held by the Board which need not remain confidential will be made public as soon as practicable.

The Board of Directors meeting returned to open session at 7:11 p.m. on motion of Ms. Guerriero, and seconded by Ms. Pile, and carried by unanimous voice vote.

EXECUTIVE COMMITTEE ACTION:

It was moved by Dr. Washington, seconded by Ms. Panichi, and carried by roll call vote, to approve the following agenda items:

4. Motion to approve the following Executive Committee Action taken on June 17, 2022

Agreement with Air-Exchange & Energy Solutions, Inc to remove two damaged boilers at 1571 Lamberts Mill Road and to replace them with Aerco AM750 High Efficiency boilers for a cost of \$323,880.54

Agreement with AME Inc. for a Building Management System for 1571 Lamberts Mill Road under ESCNJ Co-op ESCNJ 202/21 for a cost of \$360,800. which includes a 10% contingency (Att. A.1)

Letter of Agreement with HBS Leasehold LLC for an extension of the agreement dated 11.17.21 for a term from 7.1.22 to 10.15.22 for the space at Lord & Taylor, Westfield, NJ (Att. A.2)

5. Motion to approve the following Executive Committee Action taken on June 22, 2022

Personnel Agenda dated June 21, 2022 (Att. A)

6. Motion to approve the following Executive Committee Action taken on June 29, 2022

Personnel Agenda dated June 29, 2022 (Att. B)

Four-year lease for Nonpublic Department (Att. C)

IT items for 1571 Lambert Mill Road, Westfield, NJ (Atts. D,E,F,G,H)

Change orders 2,3,4,5,6, for work at 1571 Lamberts Mill Road, Westfield, NJ (Att. I)

Agreement to remain in the Diploma JIF Insurance Fund for the period 7/1/22 – 6/30/25 (Att. J)

7. Motion to approve the following Executive Committee Action taken on July 1, 2022

Check Register for the month ended June 22, 2022 in the amount of \$5,953,035.12 (Att. K)

June 2022 check register for the School Lunch Account with a total of \$28,453.01 (Att. L)

Personnel Agenda dated July 1, 2022 (Att. M)

Personnel Agenda dated July 11, 2022 (Att. N)

Ayes: Mesdames; Aklonis, Guerriero, Panichi, Gunderman, Pile, Moteiro, Washington, Behrmann, Morrelli; Messr: Dreyer

Nays: None

Abstain: None

END OF EXECUTIVE COMMITTEE ACTION

8. Recognize the public and ask for comments on agenda items only

MINUTES:

It was moved by Ms. Moteiro, seconded by Dr. Panichi, and carried by voice vote, to approve the following agenda items:

9. Motion to approve the minutes of the Board of Directors Meeting of June 8, 2022 (Att. 1)
10. Motion to approve the minutes of the Reorganization Meeting of the Representative Assembly of June 8, 2022 (Att. 1A)

Abstain: Guerriero
Morrelli
Washington

SUPERINTENDENT’S REPORT

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

11. Motion to approve the Report of the Superintendent for August 2022 (Att. 2)

FINANCE:

It was moved by Ms. Gunderman, seconded by Mr. Dreyer, and carried by unanimous voice vote, to approve the following agenda items:

12. Motion to approve the Secretary’s Financial Reports:
 - Board Secretary’s Reports dated May 31, 2022 (Att. 3)
 - Board Secretary’s Reports dated June 30, 2022 (Att. 3A)
 - Budget Report dated June 30, 2022 (Att. 4)
 - Budget Report dated July 31, 2022 (Att. 4A)
 - Budget adjustments and line-item transfers for June 2022 (Att. 5)
 - Budget adjustments and line-item transfers for July 2022 (Att. 5A)
 - Check Register for the month ended in 7/31/2022 the amount of \$5,462,872.47 (Att. 5B)

13. 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 2022

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

14. Motion to approve the attached July 2022 check register for the School Lunch Account with a total of \$27,137.12 (Att. 6)

FINANCE: Cont'd

15. Motion to appropriate \$1,734,661. in unanticipated revenue into the following line items in the 22-23 budget:
\$45,238 to account 20-190-100-640-0-903-000 for Non-Public Textbooks State Grant
\$ 292,461 to account 20-511-100-800-0-850-000 for Non-Public Security State Grant
\$ 38,157 to account 20-510-100-610-0-820-000 for Non-Public Technology State Grant
\$1,219,029 to the various Non-Public school accounts for the EANS Federal Grant
\$139,776 to the various Non-Public school accounts for the Non-Public Nursing State Grant
16. Motion to approve to 22-23 agreement with Partner Engineering and Sciences (Att. 7)
17. Motion to approve insurance proposal for the 22-23 school year as presented by Willis of NJ, the Commission's insurance brokers (Att. 8)

Ayes: Mesdames; Aklonis, Guerriero, Panichi, Gunderman, Pile, Moteiro, Washington, Behrmann, Morrelli; Messr: Dreyer

Nays: None

Abstain: None

PROGRAMS:

It was moved by Ms. Pile, seconded by Ms. Morrelli, and carried by unanimous voice vote, to approve the following agenda items:

18. Motion to approve a contract for Patrick Cerria of Tumble Jam, Inc. to provide music enrichment at Westlake School for 7 hours per week, Crossroads School for 2.5 hours per week and Lamberts Mill Academy for 1 hour per week at the rate of \$115 per hour from September 1, 2022 to June 30, 2023.
19. Motion to approve a contract for Paul Del Sordo of Del Martial Arts to provide karate enrichment instruction at Crossroads School for 2 hours per week and Westlake School for 2 hours per week at the rate of \$125 per hour from September 1, 2022 through June 30, 2023.
20. Motion to approve a contract with Sandra Marotta of Ashrams for Autism to provide yoga enrichment for students enrolled in the Work Readiness Academy at the rate of \$75.00 per session, one session per week, from September 1, 2022 through June 22, 2023.
21. Motion to approve an agreement between Union County Educational Services Commission and Trinitas Regional Medical Center to provide instructional, nursing and clinical services at Lamberts Mill Academy, New Point Specialty Program, New Day Residential Program and on the Child/Adolescent Inpatient Psychiatric Unit from September 1, 2022 to June 30, 2023 (Att. 9)
22. Motion to approve a Memorandum of Understanding between Union County Educational Services Commission and Children's Specialized Hospital to provide home instruction for students enrolled in the Neurorehabilitation Program in Mountainside, New Jersey from July 1, 2022 - June 30, 2023 (Att. 10)

PROGRAMS: Cont'd:

23. Motion to approve the Course Syllabus and Curriculum Guide for an Introduction to Media course to be taught in all high school programs (Att. 11)
24. Motion to approve a contract between Union County Educational Services Commission and Global Compliance Network, Inc. to provide online professional development compliance training for staff from August 1, 2022 - July 31, 2023 at the annual rate of \$1,400.00
25. Motion to approve the contract between Union County Educational Services Commission and New Jersey Travel Independence Program at Rutgers (NJTIP) for training services from July 15, 2022 to June 15, 2023 for students enrolled in the Project SEARCH Program. The Commission will reimburse NJTIP at Rutgers \$20,312.00 for staffing costs. Other costs of \$2,833.00 will be for New Jersey Transit bus demonstration, student transit fairs and staff mileage (Att. 12)
26. Motion to approve a new job description and stipend position for Coordinator of Educational Services for the Partial Hospitalization Program (PHP) at Trinitas Regional Medical Center (TRMC) (Att. 13)
27. Motion to approve the revised 2022-23 District Calendar (Att. 14)
28. Motion to approve a Memorandum of Understanding between UCESC and Raritan Valley Community College for Cooperating Field Work and Internships (Att.15)
29. Motion to approve an agreement between Union County Educational Services Commission and Trinitas Children's Therapy Services to provide speech therapy services at the rate of \$92.00 per hour for students enrolled in UCESC schools on an as needed basis from July 1, 2022 to June 30, 2023 (Att. 15A)

Ayes: Mesdames; Aklonis, Guerriero, Panichi, Gunderman, Pile, Moteiro, Washington, Behrmann, Morrelli; Messr: Dreyer

Nays: None

Abstain: None

TRANSPORTATION:

It was moved by Ms. Guerriero, seconded by Ms. Pile, and carried by unanimous voice vote, to approve the following agenda items:

30. Motion to approve Amendments to Existing Transportation Contracts dated August 3, 2022, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles (Att. 16)
31. Motion to approve the attached penalty deductions (Att. 17)
32. Motion to approve Emergency Contract payments for the month of June to the listed contractors at the costs indicated (Att. 18)

TRANSPORTATION: (Cont'd)

33. Motion to approve Emergency Contract payments for the month of August to the listed contractors at the costs indicated **(Att. 19)**
34. Motion to approve the results of the Special Education & Vocational School Transportation Bid Openings dated July 20, 2022, and award contracts to the lowest bidders denoted by an asterisk **(Att. 20)**
35. Motion to approve the results of the Special Education & Vocational School Transportation Bid Openings dated July 27, 2022, and award contracts to the lowest bidders denoted by an asterisk **(Att. 21)**
36. Motion to approve the results of the Special Education & Vocational School Transportation Bid Openings dated August 3, 2022, and award contracts to the lowest bidders denoted by an asterisk **(Att. 22)**
37. Motion to approve the results of the Special Education, Vocational School, Athletics & Field Trips Transportation Bid Openings dated August 3, 2022, and award contracts to the lowest bidders denoted by an asterisk **(Att. 23)**

Ayes: Mesdames; Aklonis, Guerriero, Panichi, Gunderman, Pile, Moteiro, Washington, Behrmann, Morrelli; Messr: Dreyer

Nays: None Abstain: None

POLICIES AND REGULATIONS:

It was moved by Ms. Pile and seconded by Dr. Panichi, and carried by roll call voice to approve the following agenda items:

38. Motion to approve the following revised regulations for a second reading and adoption:
R 8600A Standard Specifications for Union County Coordinated Special Education
39. Motion to approve the following new and/or revised bylaws, policies, or regulations for a first reading:
P 1658.14 ABOLISH Safety Plan for Healthcare Settings in School Buildings – COVID 19
P 1648.15 Recordkeeping for Healthcare Settings in School Buildings – COVID 19
P 2415.04 Title I – District-Wide Parent and Family Engagement
P 2415.50 Title I – School Parent and Family Engagement
P 2416.01 Postnatal Accommodations for Students
P 2417 Student Intervention and Referral Services
P 3161 Examination for Cause

POLICIES AND REGULATIONS: (Cont'd)

P 4161	Examination for Cause
P 5512	Harassment, Intimidation and Bullying
P 7410	Maintenance and Repair
R 7410	ABOLISH Maintenance and Repair (2 district building or less)
R 7410.01	Facilities, Maintenance, Repair Scheduling and Accounting
P 8420	Emergency and Crisis Situations
P 9320	Cooperation with Law Enforcement Agencies
R 9320	Cooperation with Law Enforcement Agencies
P 2461	Special Education/Receiving Schools
R 2461.06	Special Education/Receiving Schools – Appropriately Certified and Licensed Staff
R 2461.09	Special Education/Receiving Schools – Statewide and District-Wide Assessment Programs
R 2461.10	Special Education/Receiving Schools – Full Educational Opportunity
R 2461.12	Special Education/Receiving Schools – Length of School Day and Academic Year
R 2461.14	Special Education/Receiving Schools – Amending Policies, Procedures, the Service Provided, or the Location of Facilities
R 2461.15	Special Education/Receiving Schools – Operation of an Extended Academy Year Program
R 2461.19	Special Education /Receiving Schools – Behavior Modification Program

Ayes: Mesdames; Aklonis, Guerriero, Panichi, Gunderman, Pile, Moteiro, Washington, Behrmann, Morrelli; Messr: Dreyer

Nays: None

Abstain: None

TRAVEL AND RELATED EXPENSES:

It was moved by Ms. Gunderman, seconded by Ms. Pile, and carried by roll call vote, to approve the following agenda item:

40. 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 Related Expense Reimbursement Form

Ayes: Mesdames; Aklonis, Guerriero, Panichi, Gunderman, Pile, Moteiro, Washington, Behrmann, Morrelli; Messr: Dreyer

Nays: None

Abstain: None

PERSONNEL

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

42. Motion to approve the Personnel Agenda dated August 3, 2022 as recommended by the Superintendent (Att. 25)

Ayes: Mesdames; Aklonis, Guerriero, Panichi, Gunderman, Pile, Moteiro, Washington, Behrmann, Morrelli; Messr: Dreyer

Nays: None Abstain: None

OLD BUSINESS: None

NEW BUSINESS: None

RECOGNIZE THE PUBLIC: None

DATE OF NEXT MEETING:

The next meeting of the Board of Directors will be on **Wednesday, September 7, 2022** at 7:00 pm in the second floor conference room at 45 Cardinal Drive, Westfield.

ADJOURNMENT

On motion of Ms. Guerriero, seconded by Ms. Pile, and carried by unanimous voice vote, the meeting was adjourned at 7:37 p.m.

Eric Larson, Board Secretary