

**Union County Educational Services Commission  
REPRESENTATIVE ASSEMBLY MEETING  
March 1, 2023**

**AGENDA**

**CALL TO ORDER:**

This meeting was posted in accordance with the Open Public Meetings act PL 1975 Chapter 231.

1. Attendance Roll Call
2. Salute to the flag
3. Recognize the public and ask for comments on agenda items only

**MINUTES:**

4. Motion to approve the minutes of the Board of Directors Meeting of February 1, 2023  
(Att. 1)

**SUPERINTENDENT REPORT:**

5. Motion to approve the Report of the Superintendent for March 2023  
(Att. 2)

**FINANCE:**

6. Motion to approve the Secretary's Financial Report:  
Board Secretary's Report dated January 31, 2023 (Att. 3)  
Detailed Budget Report dated February 28, 2023 (Att. 4)  
Check Register for the month ended in 2/28/23 the amount of \$8,622,981.98 (Att. 5)  
Budget adjustments and line-item transfers for February 2023 (Att. 6)
7. WHEREAS, N.J.S.A. 6:30-213, over expenditure 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 February 2022

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

8. Motion to approve the attached February 2023 check register for the School Lunch Account with a total of \$ 25,036.  
(Att. 7)

FINANCE: (Cont'd):

9. Motion to approve the proposed 2023-2024 budget with the following totals: (Att. 7A)

Fund 10	\$ 90,683,204
Fund 20	<u>\$ 5,015,603</u>
	\$ 95,698,807

10. Motion to approve the following resolution:

WHEREAS, the Union County Educational Services Commission Representative Assembly recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A Subchapter 7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7, but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7 as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel expenditure in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$153,000 for all staff and board members for the 2023-2024 budget year. The 2022-2023 budget year maximum expenditure is also \$153,000 of which \$1,318. has been spent as of February 27, 2023.

PROGRAMS:

11. Motion to approve the District, Auxiliary and Twelve-Month Calendars for the 2023-2024 school year:
- |                    |           |
|--------------------|-----------|
| Commission Schools | (Att. 8)  |
| Auxiliary Services | (Att. 9)  |
| 12 Month Employees | (Att. 10) |
12. Motion to approve the School Safety Data System Report for Period # 1 (September 1, 2022 December 31, 2022) for all UCESC schools. (Att. 11)

TRANSPORTATION:

13. Motion to approve Amendments to Existing Transportation Contracts dated March 1, 2023, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles (Att. 12)
14. Motion to approve Emergency Contractor payments for the month of February to the listed contractors at the costs indicated (Att. 13)
15. Motion to approve the attached Emergency/Negotiated contracts dated March 1, 2023 (Att. 14)
16. Motion to approve the attached penalty deductions (Att. 15)
17. Motion to approve the results of the Special Education & Vocational School Transportation Bid Opening date February 22, 2023 and award contracts to the lowest responsible bidders denoted by an asterisk (Att. 16)

POLICIES AND REGULATIONS

18. Motion to approve the following new and/or revised bylaws, policies, or regulations for a second reading and adoption:
- |           |  |
|-----------|--|
| P 2415.05 | Student Surveys, Analysis, Evaluations, Examinations, Testing or Treatment |
| P 2431.4  | Prevention and Treatment of Sports-Related Concussions and Head Injuries   |
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| R 2460.30 | Additional/Compensatory Special Education and Related Services             |
| P 2622    | Student Assessment   |
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| P 3233    | Political Activities   |
| P 5460    | High School Graduation   |
| P 5541    | Anti-Hazing  |
| P 8465    | Bias Crimes and Bias-Related Acts  |

POLICIES AND REGULATIONS (Cont'd):

R 8465	Bias Crimes and Bias-Related Acts
R 8640	Apportionment of Route Costs-County Coordinated Transportation Program
P 9560	Administration of School Surveys

TRAVEL AND RELATED EXPENSES:

19. 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 **(Att. 17)**

PERSONNEL:

20. Motion to approve the personnel agenda dated March 1, 2023, as recommended by the Superintendent **(Att. 18)**
21. Motion to approve personnel agenda for the Extended School Year Program dated March 1, 2023, as recommended by the Superintendent **(Att. 19)**
22. Motion to approve a new position for Supervisor of Instruction, Work Readiness Academy.

OLD BUSINESS:

NEW BUSINESS:

RECOGNIZE THE PUBLIC:

Make note that no action will be taken from this session, and this ends the public portion of the meeting.

DATE OF NEXT MEETING:

The next meeting of the Board of Directors will be at 7:00 p.m., **Wednesday, April 5, 2023** in the second floor conference room at 45 Cardinal Drive, Westfield, N.J.

ADJOURNMENT: