

Union County Educational Services Commission

BOARD OF DIRECTORS MEETING

June 7, 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. Presentation of proclamations honoring the retirement of the following teaching staff members:

Susan Fuller	Payroll & Benefits Manager
Edward Rogoz	Custodian
Elizabeth Whitehead	Paraprofessional
Hope Weinstein	Speech Language Specialist
Kim Van Liew	Occupational Therapist
Kelly Deegan	Paraprofessional
Charlene Holden	Teacher
Tracy Monari	Teacher
Betty Jo Robles	Teacher
Mary Lynn Palmer	Teacher
Dulce Delvalle	Paraprofessional

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

EXECUTIVE SESSION:

4. Motion to move into executive session for the purpose of discussing legal matters. Any discussion held by the Board which need not remain confidential will be made public as soon as practicable.

EXECUTIVE COMMITTEE ACTION:

5. Motion to approve the following Executive Committee Action:

Personnel Agenda – May 11, 2023

(Att. A)

END OF EXECUTIVE COMMITTEE ACTION

MINUTES:

6. Motion to approve the minutes of the Board of Directors Meeting of May 3, 2023

(Att. 1)

REPORT:

7. Motion to approve the Report of the Superintendent for June 2023 (Att. 2)

FINANCE:

8. Motion to approve the Secretary’s Financial Reports:
 Board Secretary’s Report dated April 30, 2023 (Att. 3)
 Detailed Budget Report dated May 31, 2023 (Att. 4)
 Check Register for the month ended in 5/31/23 the amount of \$11,546,975.01 (Att. 5)
 Budget adjustments and line-item transfers for May 2023 (Att. 6)
 Appropriation Transfer Report transfers for May 2023 (Att. 7)
9. 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 May 2023

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

10. Motion to approve the following breakfast and lunch program prices for the 2023-2024 school year:

	<u>Hillcrest Academy North & South</u>					
	<u>Crossroads</u>		<u>Westlake</u>		<u>Lamberts Mill Academy & Westlake</u>	
	<u>Elementary</u>		<u>Middle</u>		<u>Secondary</u>	
	<u>Paid</u>	<u>Reduced</u>	<u>Paid</u>	<u>Reduced</u>	<u>Paid</u>	<u>Reduced</u>
<u>Lunch</u>						
Students	4.00	.40	4.25	.40	4.50	.40
Max. Per State	4.00	.40	4.25	.40	4.50	.40
Adults	4.75	--	4.75	--	5.00	--
Milk & Juice Students	.40	--	.40	--	.40	--
Milk & Juice Adult	.50	--	.50	--	.50	--
A La Carte Students	2.00	--	2.00	--	2.00	--
A La Carte Adult	2.50	--	2.50	--	2.50	--
<u>Breakfast</u>						
Students	2.50	.30	2.75	.30	3.00	.30
Max. Per State	2.50	.30	2.75	.30	3.00	.30
Adults	3.25	--	3.25	--	3.40	--
Milk & Juice Students	.40	--	.40	--	.40	--
Milk & Juice Adult	.50	--	.50	--	.50	--

FINANCE CONT:

11. Motion to approve the gas & electric cooperative pricing agreements. **(Att. 8)**
12. Motion to approve the attached May 2023 check register for the School Lunch Account with a total of \$19,703.74 **(Att. 9)**
13. Motion to appropriate \$250,000 of estimated insurance proceeds from Tropical Storm IDA into line item 30-000-240-600-0-100 for the 23-24 school year effective July 2, 2023
14. Motion to approve an agreement with Susan Fuller to provide payroll related consulting services at an hourly rate of \$70 not to exceed \$7,000 for the 23-24 school year

PROGRAMS:

15. Motion to approve an agreement between Union County Educational Services Commission and Interim Healthcare of Northwest NJ, Inc. to provide Substitute Nurse staffing for UCESC schools at the rate of \$62.25 per hour on an as needed basis from July 1, 2023 to June 30, 2024 **(Att. 10)**
16. Motion to approve a contract for Paul Del Sordo of Del Martial Arts to provide enrichment instruction in the Extended School Year Program at Crossroads School and Westlake School at the rate of \$125 per hour for 2.5 hours per week from July 5 - August 11, 2023
17. Motion to approve a contract for Patrick Cerria of TumbleJam Music to provide enrichment instruction in the Extended School Year Program at Crossroads School and Westlake School at the rate of \$125.00 per hour for 5 hours per week from July 5 - August 11, 2023
18. Motion to approve a contract for Sandra Marotta of Ashrams for Autism to provide yoga enrichment instruction in the Extended School Year Program at the Work Readiness Academy at the rate of \$75.00 for one 45-minute session per week from of July 5 - August 11, 2023
19. Motion to approve the 2021-2022 HIB grades

(Att. 11)

TRANSPORTATION:

20. Motion to approve Amendments to Existing Transportation Contracts dated June 7, 2022, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles (Att. 12)
21. Motion to approve the attached penalty deductions (Att. 13)
22. Motion to approve Emergency Contract payments for the month of May 2023 to the listed contractors at the costs indicated (Att. 14)
23. Motion to approve the attached Emergency/Negotiated Contracts June 7, 2023 (Att.15)
24. Motion to approve the results of the Special Education & Vocational School Transportation Bid Opening dated May 10, 2023 and award contracts to the lowest responsible bidders denoted by an asterisk (Att. 16)

POLICIES AND REGULATIONS

25. Motion to approve the following new and/or revised bylaws, policies, or regulations for a first reading:

Bylaw nhj0144	Board Member Orientation and Training
P 2520	Instructional Supplies
P 3217	Use of Corporal Punishment
P 4217	Use of Corporal Punishment
P 5305	Health Services Personnel
P 5308	Student Health Records
R 5308	Student Health Records
P 5310	Health Services
R 5310	Health Services
P 6112	Reimbursement of Federal and Other Grant Expenditures
R 6115.01	Federal Awards/Funds Internal Controls – Allowability of Costs
P 6115.04	Federal Funds – Duplication of Benefits
P 6311	Contracts for Goods or Services Funded by Federal Grants
P 7440	School District Security
P 9140	Citizens Advisory Committees

TRAVEL AND RELATED EXPENSES:

26. 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:

27. Motion to approve the 2023-2024 contract of Eric Larson, Business Administrator/Board Secretary at an annual salary of \$175,749.
28. Motion to approve the Personnel Agenda dated June 7, 2023 as recommended by the Superintendent **(Att. 18)**
29. Motion to approve personnel agenda dated June 7, 2023 for internal and external staff for the Extended School Year Program, as recommended by the Superintendent **(Att. 19 & 20)**
30. Motion to approve the 2023-2024 Annual Personnel Agenda for Substitutes and Tutors **(Att. 21)**
31. Motion to approve the adjustment to Step J of 10 Month Administrator’s Salary Guide to be \$91,603 **(Att. 22)**
32. Motion to approve an hourly rate for part time teachers and paraprofessionals for all UCESC programs to equal the WEA teacher and paraprofessional rate
33. Motion to approve the addition to Article XX, Section E: ESY Stipend. **(Att. 23)**

OLD BUSINESS:

NEW BUSINESS:

RECOGNIZE THE PUBLIC:

DATE OF NEXT MEETING:

Motion to approve the date of the next Board of Directors meeting to **August 2, 2023**

ADJOURNMENT: