

Union County Educational Services Commission

BOARD OF DIRECTORS MEETING

August 30, 2017

MINUTES

A meeting of the Union County Educational Services Commission Board of Directors was held on Wednesday, August 30, 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	Ms. Lorraine Aklonis
Cranford	Ms. Cathy Sheridan
Elizabeth	
Garwood	Mr. Aaron Watkins
Hillside	Ms. Kisha Chiles-Bass
Kenilworth	Ms. Paulette Drogon
Linden	
Mountainside	
New Providence	
Plainfield	
Rahway	Ms. Deborah Bridges
Roselle	
Roselle Park	
Scotch Plains/Fanwood	Dr. Cindy Clancy
Springfield	
Summit	
Union	Mr. David Arminio
U. C. Vo-Tech	
Westfield	Ms. Amy Root
Winfield	
Superintendent	Ms. Terry Foppert
Assistant Superintendent	Mr. Michael Kowlaski
Board Secretary	Dr. Robert A. Behot

SALUTE TO FLAG:

RECOGNIZE THE PUBLIC:

EXECUTIVE COMMITTEE ACTION:

It was moved by Mr. Arminio, seconded by Dr. Clancy and carried by roll call vote, to approve the following Executive Committee action:

A. Motion to approve the following summer Executive Committee actions:

July 28, 2017	Personnel Agenda	(Att. A)
July 28, 2017	Travel Reimbursement	(Att. B)
July 28, 2017	Motion	(Att. C)
August 2, 2017	Check Register for the month ended July 31, 2017 (\$ 3,040,395.93)	(Att. D)
August 2, 2017	Lunch Report for July 31, 2017 (\$ 14,907.28)	(Att. E)

B. August 10, 2017 Submission of the plans and educational specification to the NJDOE and County Superintendent (Att. F)

Ayes: Mesdames; Kirsch, Chiles-Bass, Sheridan, Drogon, Bridges, Clancy, Root; Messr: Watkins, Arminio

Nays: None

Abstain: Aklonis

MINUTES:

It was moved by Dr. Clancy, seconded by Mr. Arminio and carried by unanimous voice vote, to approve the following:

A. Motion to approve the minutes of the Board of Directors Meeting of June 28, 2017 (Att. 1)

Abstain: Aklonis

SUPERINTENDENT'S REPORT:

It was moved by Ms. Aklonis, seconded by Ms. Root and carried by unanimous voice vote, to approve the Report of the Superintendent for July-August 2017. (Att. 2)

FINANCE:

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

A. Motion to approve the Secretary’s Financial Reports:

Board Secretary Report dated June 30, 2017 (Att. 3)

Budget Report dated August 31, 2017 (Att. 4)

Check Register for the month ended August 2017, in the amount of \$1,786,520.00 (Att. 5)

B. Motion to approve the attached August 31, 2017 check register for the School Lunch Account with a total of \$6,936.42 (Att. 6)

C. 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 August 2017

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

D. Motion to approve the following line item transfers in the 2017-2018 budget:

Amount	From	To	Amount
\$ 3,000.	11-000-291-270-0-775	11-000-230-339-0-775	\$ 3,000.
	Health Benefits	Admin Staff Development	

Transfers will be made as of September 1, 2017

E. Motion to appropriate \$ 17,500. for Union County Educational Services Foundation into the following line items in the 2017-2018 budget:

AMOUNT	DESCRIPTION
\$ 15,000.	20-000-219-800-2-150
	Crossroads
2,500.	20-000-216-800-1-150
	Education Grants

Appropriations will be made as of September 1, 2017

FINANCE Con't:

- F. Motion to appropriate \$ 200,000. in unanticipated income into the following line item in the 2017-2018 budget:

AMOUNT	DESCRIPTION
\$ 200,000.	12-000-100-730-0-300
	Equipment

Appropriation will be made as of September 1, 2017. The funds will be used to replace the playground at Crossroads School

Ayes: Mesdames; Kirsch, Aklonis, Chiles-Bass, Sheridan, Bridges, Clancy, Root; Messr: Watkins, Arminio

Nays: None

Abstain: Drogon

PROGRAMS:

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

- A. Authorization to enter into contracts with the following school districts in order that the Commission may administer their Nonpublic School Security Aid Program for the 2017-2018 school year:

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

- B. Motion to approve the following Child Study Team Independent Contractor rates for the 2017-2018 School Year:

Annual Review	\$165.00
Audiometric	\$ 65.00
CST Coordinators	\$185.00
Evaluation/Social	\$180.00
ISP Conference	\$ 70.00
ISP Development	\$ 60.00
Pre-Evaluation	\$ 30.00
Speech Evaluation	\$160.00

PROGRAMS Con't:

- C. Motion to approve the use of both gymnasiums at 1571 Lamberts Mill Road by the Special Olympics of New Jersey, Area 5, New Jersey Hawks basketball team to practice from 6:00 pm to 9:00 pm on Mondays from November 6, 2017 to April 23, 2018. This motion waives the hourly fee and Regulation 7510 in consideration of the children with special needs the program serves
- D. Motion to approve the contract between Trinitas Regional Medical Center and the Union County Educational Services Commission for the 2017-2018 school year for the following programs: Lamberts Mill Academy, Westlake School, Hillcrest Academy North and Hillcrest Academy South for a fiscal year fee of \$299,343
- E. Motion to approve a contract for Sandra Marotta of Ashrams for Autism to provide yoga enrichment to Work Readiness Academy students at the rate of \$75.00 per hour every Wednesday for one hour for the period of September 13, 2017 through June 13, 2018
- F. Motion to approve the dates of St. Helen's Basketball Program from October 10, 2017 through March 5, 2018. The Westlake gym will be used from 5:30 pm to 8:45 pm on Tuesdays, Wednesdays and Thursdays; and Friday from 5:30 pm to 8:15 pm at an hourly rate of \$52. This motion waives Regulation 7510 in view of the proximity of St. Helen's Church to the 1571 Lamberts Mill Road complex and the relationship we have with the church regarding parking, etc. for Commission events
- G. Motion to approve the School District Mentoring Plan for the 2017 – 2020 school years
- H. Motion to approve the Charlotte Danielson Framework for Teaching as the educator evaluation rubric for all teaching staff members
- I. Motion to approve the New Jersey Drone Academy for students enrolled in Lamberts Mill Academy at the cost of \$44,960. The Union County Educational Services Foundation is contributing \$20,000 to this cost. The Foundation is awaiting determination on the outcome of a \$25,000 grant submitted to Columbia Bank for this project

Ayes: Mesdames; Kirsch, Aklonis, Chiles-Bass, Sheridan, Drogon, Bridges, Clancy, Root; Messr: Watkins, Arminio

Nays: None

Abstain: Sheridan (A-a)
Chiles-Bass (A-c)
Bridges (A-f)
Clancy (A-h)
Arminio (A-k)
Drogon (A-I)

SUMMER TRANSPORTATION:

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

- A. Motion to approve the attached penalty deductions on summer routes (Att. 7)
- B. Motion to approve Amendments to Existing Summer Transportation Contracts dated August 30, 2017, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles (Att. 8)
- C. Motion to approve the attached Negotiated Summer Contracts for summer transportation requests and changes which could not be coordinated on existing routes and were received or occurred too late to be included in the Summer Bid Openings. Quotes were solicited and the contracts awarded on the basis of the low quotes (Att. 9)

Ayes: Mesdames; Kirsch, Aklonis, Chiles-Bass, Sheridan, Drogon, Bridges, Clancy, Root; Messr: Watkins, Arminio

Nays: None

Abstain: None

TRANSPORTATION:

It was moved by Mr. Watkins, seconded by Dr. Clancy and carried by roll call vote, to approve the following Agenda items:

- A. Motion to approve the results of the Special Education, Vocational, Public and Nonpublic Transportation Bid Openings dated July 26, July 28, August 2, August 9, August 16 and August 23, 2017, and award contracts to the lowest responsible bidders denoted by an asterisk.
(Att. 10)
(Att. 11)
(Att. 12)
(Att. 13)
(Att. 14)
(Att. 15)
- B. Motion to approve Special Education and Vocational School Transportation Renewals dated August 30, 2017, for the 2017-2018 school year (Att. 16)
- C. Motion to approve Nonpublic School Transportation Renewals dated August 30, 2017 for the 2017-2018 school year (Att. 17)

TRANSPORTATION Con't:

- D. Motion to approve the following Commission operated routes and positions at the costs indicated:

CS-13 - ROUTE - \$34,394	CS-13 - BUS AIDE - \$10,861
CS-31 - ROUTE - \$34,394	CS-31 - BUS AIDE - \$10,861
CS-44 - ROUTE - \$48,776	CS-44 - BUS AIDE - \$12,671
CS-93 - ROUTE - \$34,394	CS-93 - BUS AIDE - \$10,861
CS-146 - ROUTE - \$48,776	CS-146 - BUS AIDE - \$10,861
CS-148 - ROUTE - \$48,776	CS-148 - BUS AIDE - \$10,861
CS-155 - ROUTE - \$48,776	CS-155 - BUS AIDE - \$10,861

- E. Motion to approve a parental contract with Angel Dela Cruz of Union for the transportation of his daughter on coordinated route CP-71 to be transported to and from St. Michael's School in Union. The parent has agreed to pay for the transportation on this nonpublic route. The estimated annual cost of \$978.86 will be paid in advance; any adjustments to the cost will be made at the end of the school year
- F. Motion to approve a parental contract with Franco Zito of Kenilworth for the transportation of his daughter on coordinated route CP-07 to be transported to and from Mount Saint Mary's School in Watchung. The parent has agreed to pay for the transportation on this nonpublic route. The estimated annual cost of \$876.65 will be paid in advance; any adjustments to the cost will be made at the end of the school year

Ayes: Mesdames; Kirsch, Aklonis, Chiles-Bass, Sheridan, Drogon, Bridges, Clancy, Root; Messr: Watkins, Arminio

Nays: None

Abstain: None

POLICIES/REGULATIONS:

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

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

Bylaw 0000.02 Introduction

P 2415.06 Unsafe School Choice Option

P 2461 Special Education/Receiving Schools

R 2461 Special Education/Receiving Schools

R 2461.01 Special Education/Receiving Schools – IEP Implementation

R 2461.02 Special Education/Receiving Schools - Suspension

R 2461.03 Special Education/Receiving Schools – Student Records

R 2461.04 Special Education/Receiving Schools – Special Education and Related Services

R 2461.05 Special Education/Receiving Schools – IEP Compliance

POLICIES/REGULATIONS Con't:

- R 2461.06 Special Education/Receiving Schools – Highly Qualified and Appropriately Certified Staff
- R 2461.07 Special Education/Receiving Schools – Termination of Placement
- R 2461.08 Special Education/Receiving Schools – In-Service Training
- R 2461.09 Special Education/Receiving Schools – Statewide and District-Wide Assessment Programs
- R 2461.10 Special Education/Receiving Schools – Full Educational Opportunity
- R 2461.11 Special Education/Receiving Schools – Staff Consultation
- R 2461.12 Special Education/Receiving Schools – Length of School Day and Academic Year
- R 2461.13 Special Education/Receiving Schools – Observation of Educational Programs
- R 2461.14 Special Education/Receiving Schools – Amending Policies, Procedures, the Services Provided, or the Location of Facilities
- R 2461.15 Special Education/Receiving Schools – Operation of an Extended Academic Year Program
- R 2461.16 Special Education/Receiving Schools – Employment of a Full-Time Non-Teaching Principal
- R 2461.17 Special Education/Receiving Schools – Submission of Fiscal Information and Obtaining Certificates
- R 2461.18 Special Education/Receiving Schools – Notice to Department of Education Prior to Ceasing Operation or Change of Ownership
- R 2461.19 Special Education/Receiving Schools – Behavior Modification Program
- P 2622 Student Assessment (M)
- P 3126 District Mentoring Program
- R 3126 District Mentoring Program
- P 3221 Evaluation of Teachers
- R 3221 Evaluation of Teachers
- P 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- R 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- P 3223 Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals
- R 3223 Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals
- P 3224 Evaluation of Principals, Vice Principals, and Assistant Principals
- R 3224 Evaluation of Principals, Vice Principals, and Assistant Principals
- P 3240 Professional Development for Teachers and School Leaders
- R 3240 Professional Development for Teachers and School Leaders
- P 7446 School Security Program
- P 8505 Local Wellness Policy/Nutrient Standards for Meals and Other Foods
- P 8550 Unpaid Meal Charges/Outstanding Food Service Charges

Ayes: Mesdames; Kirsch, Aklonis, Chiles-Bass, Sheridan, Drogon, Bridges, Clancy, Root; Messr: Watkins, Arminio

Nays: None

Abstain: None

TRAVEL AND RELATED EXPENSES:

It was moved by Ms. Aklonis seconded by Ms. Sheridan 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. 18)**

Ayes: Mesdames; Kirsch, Aklonis, Chiles-Bass, Sheridan, Bridges, Clancy, Root; Messr: Watkins, Arminio

Nays: None Abstain: Drogon

EXECUTIVE SESSION:

It was moved by Mr Arminio, seconded by Ms. Root and carried by unanimous voice vote to move into executive session at 7:35 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 7:41 p.m. on motion of Ms. Root seconded by Mr. Arminio and carried by unanimous voice vote.

PERSONNEL:

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

- A. Motion to approve the Personnel Agenda dated August 30, 2017 as recommended by the Superintendent **(Att. 19)**
- B. Motion to renew a waiver application N.J.A.C. 6A:9-6.5c, which would allow use of the emergent hiring process by county substitute credential applicants allowing them the same process available to all other candidates for employment that are awaiting the completion of the criminal history records check **(Att. 20)**

Ayes: Mesdames; Kirsch, Aklonis, Chiles-Bass, Sheridan, Bridges, Clancy, Root; Messr: Watkins, Arminio

Nays: None Abstain: Drogon

NEW BUSINESS:

OLD BUSINESS:

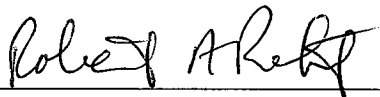
RECOGNIZE THE PUBLIC:

DATE OF NEXT MEETING:

The next meeting of the Board of Directors will be at 7:00 p.m., Wednesday, October 4, 2017, in the second floor conference room at 45 Cardinal Drive, Westfield, NJ

ADJOURNMENT:

On motion of Mr. Arminio, seconded by Ms. Aklonis and carried voice vote, the meeting was adjourned at 7:44 p.m.



Robert A. Behot, Board Secretary