

**Union County Educational Services Commission  
BOARD OF DIRECTORS MEETING  
January 3, 2018**

**AGENDA**

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.

1. Roll call by sign in sheet
2. Salute to the flag
3. Recognize the public and ask for comments on agenda items only
- 3a. Presentation by John Marquet, Principal of Hillcrest Academy North

**EXECUTIVE COMMITTEE ACTION**

4. Personnel Agenda – December 18, 2017 (Att. A)

**END OF EXECUTIVE COMMITTEE ACTION**

**MINUTES:**

5. Motion to approve the minutes of the Board of Directors Meeting of December 6, 2017 (Att. 1)

**REPORT:**

6. Motion to approve the Report of the Superintendent for January 2018 (Att. 2)

FINANCE:

7. Motion to approve the Secretary's Financial Reports:

Board Secretary's Report dated November 30, 2017 (Att. 3)

Detailed Budget Report & Summary Budget Report dated 12/31/17 (Att. 4)

Check Register for the month ended in 12/31/17 the amount of \$4,086,884.35 (Att. 5)

8. 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 December 2017

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

9. Motion to approve the attached check register for the School Lunch Account December 2017 with a total of \$22,308.51 (Att. 6)

10. Motion to approve the Schedule of Tuitions, Fees and Surcharges for the Union County Educational Services Commission's Programs and Services for the 2018-2019 school year (Att. 7)

FINANCE: Con't:

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

<b>Amount</b>	<b>From</b>	<b>To</b>	<b>Amount</b>
\$ 11,100.	20-511-100-800-0-850	20-511-100-800-0-850-611	\$11,100.
	Security Aid-Miscellaneous	Nonpublic Security Aid – Springfield	
\$ 4,090	20-140-100-101-0-670	20-140-100-101-0-691-901	\$ 4,090
	Salary-Teachers	Salaries-Teachers-Clark	
\$ 5,100	20-140-100-101-0-670	20-140-100-101-0-691-902	\$ 5,100
	Salary-Teachers	Salaries-Teachers-Cranford	
\$ 2,023	20-190-100-106-0-670	20-190-100-106-0-691-904	\$ 2,023
	Salary-Paraprofessionals	Salaries-Paraprofessionals- Kenilworth	
\$ 2,140	20-140-100-101-0-670	20-140-100-101-0-691-909	\$ 2,140
	Salary-Teachers	Salaries-Teachers-Westfield	
\$ 601	20-140-100-101-0-670	20-190-100-610-0-691-905	\$ 601
	Salary-Teachers	Teaching Supplies-Linden	
\$ 5,131	20-190-100-106-0-670	20-190-100-106-0-691-907	\$ 5,131
	Salary-Paraprofessionals	Salaries-Paraprof-New Providence	
\$ 1,228	20-190-100-106-0-670	20-190-100-106-0-691-908	\$ 1,228
	Salary-Paraprofessionals	Salaries-Paraprofessionals- Springfield	
\$ 5,260	20-140-100-101-0-670	20-140-100-101-0-691-914	\$ 5,260
	Salary-Teachers	Salaries-Teachers-Summit	
\$ 300	20-140-100-101-0-670	20-190-100-610-0-691-908	\$ 300
	Salary-Teachers	Teaching Supplies-Springfield	
<b>TOTAL</b>			<b>TOTAL</b>
<b>\$36,973</b>			<b>\$36,973</b>

**FINANCE:** Con't:

12. Motion to approve the following line item transfers in the 2017-208 budget:

<b>Amount</b>	<b>From</b>	<b>To</b>	<b>Amount</b>
\$27,900	11-000-219-104-0-400	11-000-221-102-0-400	\$27,900
	Salary Social Worker	Salaries Supervisor of Instr	
\$22,640	11-000-219-104-0-500	11-000-221-102-0-500	\$22,640
	Salary Social Worker	Salaries Supervisor of Instr	
\$13,356	11-000-291-270-0-400	11-000-221-102-0-400	\$13,356
	Health Benefits	Salaries Supervisor of Instr	
\$ 3,525	11-000-291-270-0-400	11-000-240-103-0-400	\$ 3,525
	Health Benefits	Salary Principal	
\$ 183	11-000-219-104-0-500	11-000-213-100-0-500	\$ 183
	Salaries Social Worker	Salaries Nurses	
\$42,000	11-212-100-101-0-200	11-214-100-101-0-200	\$42,000
	Salaries-Teachers-MD	Salaries-Teachers-Autism	
\$ 315	11-000-219-104-0-500	11-000-240-103-0-500	\$ 315
	Salary-Social Worker	Salary-Principal	
\$ 458.	11-000-291-220-0-602	11-000-291-220-0-606	\$ 458.
	Soc. Security Contrib-Oth	Soc. Security Contrib-Other	
235.	11-000-291-241-0-602	11-000-291-241-0-606	235.
	Other Retirement Contrib	Other Retirement Contrib.	
35.	11-000-291-250-0-602	11-000-291-250-0-606	35.
	Unemployment Comp.	Unemployment Comp.	
6,317.	11-140-100-101-0-602	11-140-100-101-0-606	6,317.
	Salaries of Teachers	Salaries of Teachers	
71.	11-140-100-101-1-602	11-140-100-101-1-606	71.
	Teach Sal-Parent Involve	Teach Sal-Parent Involvement	
<b>TOTAL</b>			<b>TOTAL</b>
\$117,035.			\$117,035.

13. Motion to appropriate \$296,845 in unanticipated income in the following line items:

<b>AMOUNT</b>	<b>DESCRIPTION</b>
\$ 133,145.	11-140-100-101-0-200
	Salaries-Teachers
\$ 43,000	11-140-100-101-2-200
	Salaries-Teachers Supplemental
\$ 63,000	11-214-100-106-0-200
	Salaries-Paraprofessional-Autism
\$ 57,700	11-212-100-106-0-200
	Salaries-Paraprofessionals-MD
<b>TOTAL</b>	<b>\$296,845</b>

PROGRAMS:

14. Motion to affirm the HIB Report of Investigations 18-3 and 18-4 as presented by the Superintendent in Executive Session on December 6, 2017
15. Motion to approve an agreement between Union County Educational Services Commission and Children's Specialized Hospital to provide Neurodevelopmental Services to Crossroads School from January 2, 2018 to January 2, 2019 at a cost of \$300.00 per hour.

TRANSPORTATION:

16. Motion to approve Amendments to Existing Transportation Contracts dated January 3, 2018, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles (Att. 8)
17. Motion to approve the attached penalty deductions (Att. 9)
18. Motion to approve Emergency Contract payments for the month of December to the listed contractors at the costs indicated (Att.10)
19. Motion to approve the attached Emergency/Negotiated Contracts (Att.11)
20. Motion to designate CITYMD Urgent Care, 1345 Avenue of the Americas, New York, NY as the official provider of Department of Transportation Commercial Driver's License biennial recertification physical examinations, the bus driver employment physical and pre-employment drug screen, and as a fixed site backup for Substance Abuse Program components for the period January 1, 2018 through June 30, 2018. CITYMD Urgent Care will also be the official provider of Student Substance Abuse exams, drug screens and alcohol breath tests for students attending Commission Schools and Programs for the period January 1, 2018 through June 30, 2018. A fee schedule is attached (Att.12)

TRAVEL AND RELATED EXPENSES:

21. 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. 13)

**EXECUTIVE SESSION:**

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

**PERSONNEL:**

22. Motion to approve the personnel agenda dated January 3, 2018 as recommended by the Superintendent (Att. 14)
23. **Motion to approve the following:  
In accordance with the terms of a settlement agreement, the Superintendent recommends and the Board approves the resignation of Employee No. 100302 effective January 31, 2018**

**OLD BUSINESS:**

**NEW BUSINESS:**

**RECOGNIZE THE PUBLIC:**

**DATE OF NEXT MEETING:**

The next meeting of the Board of Directors will be at 7:00 p.m., Wednesday, February 7, 2018 in the second floor conference room at 45 Cardinal Drive, Westfield, N.J.

**ADJOURNMENT:**