

Union County Educational Services Commission

REPRESENTATIVE ASSEMBLY MEETING

March 21, 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
4. Presentation of donation from BMW Car Club to Westlake School
5. Presentation by Claudine Tantillo, Principal of Westlake School

EXECUTIVE COMMITTEE ACTION

6. Personnel Agenda – February 9, 2018 (Att. A)  
Personnel Agenda – February 20, 2018 (Att. B)  
Personnel Agenda – March 1, 2018 (Att. C)  
**Agenda Items – March 6, 2018 (Att. D)**  
**Personnel Agenda – March 14, 2018 (Att. E)**

MINUTES:

7. Motion to approve the minutes of the Board of Directors Meeting of February 7, 2018 (Att. 1)

REPORT:

8. Motion to approve the Report of the Superintendent for March, 2017 (Att. 2)

FINANCE:

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

Board Secretary's Report dated January 31, 2018 (Att. 3)

Detailed Budget Report dated February 28, 2018 (Att. 4)

\* Check Register for the month ended in 2/28/18 the amount of \$4,356,169.21 (Att. 5)

10. 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 2018

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

11. \* Motion to approve the attached February 2018 check register for the School Lunch Account with a total of \$25,194.53 (Att. 6)

- 11.a Motion to approve the proposed 2018-2019 budget with the following totals: (Att. 15)  
(To be distributed)

Current Expense Fund 10	\$ 51,843,078.
Special Projects Fund 20	<u>\$ 5,811,814.</u>
	\$ 57,654,892.

FINANCE:

12. 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>
\$ 14,183.	20-140-100-101-0-681	20-000-291-270-0-681	\$ 14,183.
	Salaries Teachers	Health Benefits	
1,085.	20-000-291-220-0-681	20-000-291-270-0-681	1,085.
	Social Security	Health Benefits	
2,810.	20-000-291-241-0-681	20-000-291-270-0-681	2,810.
	Other Retirement	Health Benefits	
1,600.	20-190-100-106-0-677	20-000-219-320-0-677	1,600.
	Salary Paraprofessionals	Pur. Prof. Ed. Services	
400.	20-140-100-101-0-670	20-140-100-101-0-672	400.
	Salaries Teachers	Salaries Teachers	
9,451.	20-000-291-241-0-673	20-190-100-106-0-673	9,451.
	Other Retirement	Salaries Paraprofessionals	
928.	20-190-100-106-0-670	20-190-100-106-0-682	928.
	Salary Paraprofessionals	Salary Paraprofessionals	
866.	20-000-219-320-0-683	20-000-291-270-0-683	866.
	Pur. Prof. Ed. Services	Health Benefits	
2,970.	20-190-100-106-0-685	20-140-100-101-0-685	2,970.
	Salary Paraprofessionals	Salaries Teachers	
15,620.	20-140-100-101-0-680	20-000-291-270-0-680	15,620.
	Salaries Teachers	Health Benefits	
<b>7,630.</b>	<b>20-190-100-106-0-670</b>	<b>20-190-100-106-0-673</b>	<b>7,630.</b>
	<b>Salaries Paraprofessionals</b>	<b>Salaries Paraprofessionals</b>	
<b>3,841.</b>	<b>20-190-100-106-0-670</b>	<b>20-000-219-320-0-673</b>	<b>3,841.</b>
	<b>Salaries Paraprofessionals</b>	<b>Purchased Prof. Ed. Services</b>	
<b>TOTAL</b>			<b>TOTAL</b>
<b>\$ 61,384.</b>			<b>\$ 61,384.</b>

12.a Motion to approve the following line item transfer in the 2017-2018 budget:

<b>Amount</b>	<b>From</b>	<b>To</b>	<b>Amount</b>
\$ 15,000.	11-000-222-177-0-100	11-000-222-300-0-100	\$ 15,000.
	Tech. Coordinators	Purchased Technical Services	
<b>TOTAL</b>			<b>TOTAL</b>
<b>\$ 15,000.</b>			<b>\$ 15,000.</b>

PROGRAMS:

13. Motion to affirm the HIB Report of Investigations 18-5 and 18-6 as presented by the Superintendent in Executive Session on February 7, 2018
14. \* Motion to contract with Hunterdon County Educational Services Commission to provide three (3) independent child study team evaluations including a psychological, educational and speech language assessment. Three (3) team members will attend one eligibility meeting. The cost for services is not to exceed \$2,000.
15. \* Motion to approve a contact between Union County Educational Services Commission and Creative Speech Solutions, LLC. to provide occupational therapy services at Westlake School from March 9, 2018 to June 22, 2018 at the rate of \$90.00/hour

TRANSPORTATION:

16. \* Motion to approve Amendments to Existing Transportation Contracts dated March 7, 2018, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles (Att. 7)
17. \* Motion to approve the attached penalty deductions (Att. 8)  
Motion to approve Emergency Contract payments for the month of February to the listed contractors at the costs indicated (Att. 9)
18. \* Motion to approve the attached Negotiated contracts (Att. 10)

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. 11)

**POLICIES AND REGULATIONS:**

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

<b>Bylaw 0169.02</b>	<b>Board Member Use of Social Networks</b>
<b>R 3425</b>	<b>Work Related Disability Pay (Teaching Staff)</b>
<b>R 4425</b>	<b>Work Related Disability Pay (Support Staff)</b>
<b>P 3437</b>	<b>Military Leave (Teaching Staff)</b>
<b>P 4437</b>	<b>Military Leave (Support Staff)</b>
<b>P 5516.01</b>	<b>Student Tracking Devices</b>
<b>R 7101</b>	<b>Educational Adequacy of Capital Projects</b>
<b>P 7425</b>	<b>Lead Testing of Water in Schools</b>
<b>P 7441</b>	<b>Electronic Surveillance in School Buildings and on School Grounds</b>
<b>R 7441</b>	<b>Electronic Surveillance in School Buildings and on School Grounds</b>
<b>P 8442</b>	<b>Reporting Accidents</b>
<b>P 8630</b>	<b>Bus Driver/Bus Aide Responsibility</b>
<b>R 8630</b>	<b>Emergency School Bus Procedures</b>

**EXECUTIVE SESSION:**

20. Motion to move into executive session 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

**PERSONNEL:**

21. \* Motion to approve the personnel agenda dated March 7, 2018, as recommended by the Superintendent (Att. 12)
- 21.a Motion to approve the personnel agenda dated March 21, 2018, as recommended by the Superintendent (Att. 12A)
22. Motion to approve the revised Job Description of School Safety and Security Monitor (Att. 13)
23. Motion to approve the revision of the 2017-18 calendar for Hillcrest Academy - North and South Campuses to include one additional day for students and staff on Tuesday, June 26, 2018 due to weather-related school closings (Att. 14)

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, April 4, 2018 in the second floor conference room at 45 Cardinal Drive, Westfield, N.J.

ADJOURNMENT:

- \* Motions approved by the Executive Committee on March 6, 2018