

**Union County Educational Services Commission  
BOARD OF DIRECTORS MEETING  
December 5, 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. Auditor Presentation of 2017-2018 Draft Audit Results
4. Presentation by Jason Jusino, Principal Lamberts Mill Academy

**EXECUTIVE SESSION:**

5. Motion to move into executive session for the purpose of discussing 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

**END OF EXECUTIVE SESSION**

6. Recognize the public on agenda items only

**EXECUTIVE COMMITTEE ACTION:**

7. Motion to approve the following Executive Committee actions:

Personnel Agenda – November 26, 2018

(Att. A)

**END OF EXECUTIVE COMMITTEE ACTION**

MINUTES:

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

SUPERINTENDENT’S REPORT:

9. Motion to approve the Report of the Superintendent for December 2018 (Att. 2)

FINANCE:

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

Board Secretary’s Report dated October 31, 2018 (Att. 3)  
Detailed Budget Report & Summary Budget Report dated 11/30/18 (Att. 4)  
Check Register for the month ended 11/30/18 the amount of \$4,309,066.02 (Att. 5)  
Budget adjustments and line item transfers for November 2018 (Att. 6)

TO BE DISTRIBUTED

11. Motion to approve the attached check register for the School Lunch Account November 2018 with a total of \$24,421.96 (Att. 7)

12. 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 November 2018  
AND FURTHER RESOLVED, that the Board of Directors hereby acknowledges that a deficit balance does not exist in any major category

13. Motion to accept the draft Comprehensive Annual Financial Report, the Auditor’s Management Report and the Audit Synopsis for the fiscal year ending June 30, 2018 as presented by the Commission Auditors (Att. 8)

TO BE DISTRIBUTED

~~(Att. 8A)~~

~~TO BE DISTRIBUTED~~

~~(Att. 8B)~~

TO BE DISTRIBUTED

14. Motion to accept and file the response of the School Board Administrator/Board Secretary to the recommendations of the auditor in the June 30, 2018 Comprehensive Annual Report in the attached Corrective Action Plan (Att. 9)

FINANCE: Con't

15. Motion to approve bank signature change from Robert A. Behot to Eric Larson for the following banks:

Provident Bank  
Santander Bank  
Columbia Bank  
Investors Bank  
NJ Cash Management  
BNY Mellon

16. Motion to approve Solutions Architecture, Corp. as architect of record for the Commission Effective December 6, 2018

PROGRAMS:

17. Motion to approve an agreement between UCESC and the Roselle Park Board of Education to provide Title I nonpublic services with an entitlement of \$737 for the 2018-2019 school year

TRANSPORTATION:

18. Motion to approve Amendments to Existing Transportation Contracts dated December 5, 2018, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles (Att. 10)
19. Motion to renew the agreement with Prevention Specialists, Inc., for the period January 1 – December 31, 2019, to provide drug and alcohol testing services in compliance with the Omnibus Employees Testing Act for all Commission employees holding CDL licenses, according to the attached fee schedule (Att. 11)
20. Motion to approve the attached penalty deductions (Att. 12)
21. Motion to approve Emergency Contract payments for the month of November to the listed contractors at the costs indicated (Att. 13)
22. Motion to approve the attached Negotiated Contracts (Att. 14)
23. Motion to approve the recording of the Emergency Exit Drills conducted on Commission vehicles as per N.J.A.C. 6A:27-11.2(d) (Att. 15)
24. **Motion to approve the Resolution to disqualify F&A Transportation, Inc. from bidding on transportation contracts for a period of three years pursuant to N.J.S.A. 18a:39-11.3 (15A)**

**EXECUTIVE SESSION:**

- ~~25. Motion to move into executive session for the purpose of discussing 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:**

- 26. Motion to approve the personnel agenda dated December 5, 2018 as recommended by the Superintendent (Att. 16)**

**TRAVEL AND RELATED EXPENSES:**

- 27. 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. 17)**

**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, January 2, 2019 in the second floor conference room at 45 Cardinal Drive, Westfield, N.J.

**ADJOURNMENT:**