

Union County Educational Services Commission

BOARD OF DIRECTORS MEETING

December 5, 2018

MINUTES

A meeting of the Union County Educational Services Commission Representative Assembly was held on Wednesday, December 5, 2018 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 7:00 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	
Elizabeth	
Garwood	Ms. Linda Koenig
Hillside	
Kenilworth	Ms. Annmarie Duda
Linden	
Mountainside	Dr. Dana Guidicipietro
New Providence	Ms. Mary Misiukiewicz
Plainfield	Ms. Emily Morgan
Rahway	Ms. Deborah Bridges
Roselle	
Roselle Park	
Scotch Plains/Fanwood	Dr. Cindy Clancy
Springfield	Mr. Scott Donner
Summit	
Union	Mr. David Arminio
U. C. Vo-Tech	Mr. Peter Capodice
Westfield	Ms. Amy Root
Winfield	Ms. Maureen Byrne
Superintendent	Ms. Terry Foppert
Assistant Superintendent	Mr. Michael Kowalski
Board Secretary	Mr. Eric Larson

SALUTE TO FLAG:

PRESENTATION:

Presentation of 2017-2018 Draft Audit Results by William Swisher from Suplee, Clooney & Company

Presentation by Jason Jusino, Principal of Lamberts Mill Academy School.

CLOSED SESSION:

It was moved by Mr. Arminio, seconded by Ms. Aklonis and carried by roll call vote, to move into executive session at 7:42 p.m. 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.

The Board of Directors meeting returned to open session at 8:21 p.m. on motion of Mr. Arminio seconded by Ms. Root and carried by unanimous voice vote.

RECOGNIZE THE PUBLIC:

Recognize the public on agenda items only

EXECUTIVE COMMITTEE ACTION:

It was moved by Ms. Duda, seconded by Ms. Byrne, and carried by roll call vote, to approve the following:

A. Motion to approve the following Executive Committee actions:

Personnel Agenda – November 26, 2018

(Att. A)

Ayes: Mesdames; Kirsch, Aklonis, Koenig, Duda, Guidici Pietro, Morgan, Bridges, Clancy, Root, Byrne; Messr: Donner, Arminio, Capodice

Nays: None

Abstain: None

END OF EXECUTIVE COMMITTEE ACTION

MINUTES:

It was moved by Ms. Byrne, seconded by Ms. Duda and carried by unanimous voice vote, to approve the following:

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

SUPERINTENDENT'S REPORT:

It was moved by Mr. Armino, seconded by Mr. Capodice and carried by unanimous voice vote, to approve the following:

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

FINANCE:

It was moved by Ms. Byrne, seconded by Mr. Donner and carried by roll call vote, to approve the following:

- A. 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

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

- 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 November 2018

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

- D. 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

FINANCE: Con't

E. 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)

F. 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

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

Ayes: Mesdames; Kirsch, Aklonis, Koenig, Duda, Guidici Pietro, Morgan, Bridges, Clancy, Root, Byrne; Messr: Donner, Arminio, Capodice

Nays: None

Abstain: None

PROGRAMS:

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

A. 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

Ayes: Mesdames; Kirsch, Aklonis, Koenig, Duda, Guidici Pietro, Morgan, Bridges, Clancy, Root, Byrne; Messr: Donner, Arminio, Capodice

Nays: None

Abstain: None

TRANSPORTATION:

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

- A. 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)
- B. 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)
- C. Motion to approve the attached penalty deductions (Att. 12)
- D. Motion to approve Emergency Contract payments for the month of November to the listed contractors at the costs indicated (Att. 13)
- E. Motion to approve the attached Negotiated Contracts (Att. 14)
- F. 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)
- G. 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)

Ayes: Mesdames; Kirsch, Aklonis, Koenig, Duda, Guidici Pietro, Morgan, Bridges, Clancy, Root, Byrne; Messr: Donner, Arminio, Capodice

Nays: None

Abstain: None

PERSONNEL:

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

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

Ayes: Mesdames; Kirsch, Aklonis, Koenig, Duda, Guidici Pietro, Morgan, Bridges, Clancy, Root, Byrne; Messr: Donner, Arminio, Capodice

Nays: None

Abstain: None

TRAVEL AND RELATED EXPENSES:

It was moved by Ms. Koenig seconded by Ms. Byrne 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. 17)

Ayes: Mesdames; Kirsch, Aklonis, Koenig, Duda, Guidici Pietro, Morgan, Bridges, Clancy, Root, Byrne; Messr: Donner, Arminio, Capodice

Nays: None

Abstain: None

OLD BUSINESS:

NEW BUSINESS:

David Arminio announced that the Foundation Reception is on Thursday, May 16, 2019. He then thanked Ms. Kirsch, Ms. Foppert and Mr. Kowalski for a pleasant 9 years.

Peter Capodice thanked everyone for their commitment to the Commission

Ms. Kirsch thanked Peter Capodice and David Arminio for their service and presented them with Certificates.

Ms. Kirsch asked if anyone would be interested in the two vacant Executive Committee positions.

Ms. Foppert also thanked Peter Capodice and David Arminio for their service

RECOGNIZE THE PUBLIC:

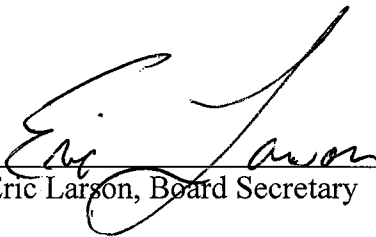
The Westlake Education Association thanked Peter Capodice and David Arminio for their service.

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:

On motion of Mr. Donner, seconded by Ms. Byrne carried voice vote, the meeting was adjourned at 9:00 p.m.


Eric Larson, Board Secretary