

Union County Educational Services Commission

BOARD OF DIRECTORS MEETING

February 6, 2019

MINUTES

A meeting of the Union County Educational Services Commission Representative Assembly was held on Wednesday, February 6, 2019 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:

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|--------------------------|------------------------------------|
| Berkeley Heights | Ms. Helen Kirsch |
| Clark | Ms. Lorraine Aklonis |
| Cranford | Mr. Brian McCarthy |
| Elizabeth | |
| Garwood | |
| Hillside | Ms. Hawaiian Epps |
| Kenilworth | |
| Linden | Ms. Doris Johnson |
| Mountainside | Dr. Dana Guidicierto |
| New Providence | Ms. Mary Misiukiewicz |
| Plainfield | |
| Rahway | Ms. Deborah Bridges |
| Roselle | Ms. Keyanna Jones/Ms. Renaee Smith |
| Roselle Park | Ms. Kimberly Powers |
| Scotch Plains/Fanwood | Dr. Cindy Clancy |
| Springfield | |
| Summit | |
| Union | Ms. Mary Lynn Williams |
| U. C. Vo-Tech | Ms. Gwen Ryan |
| 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 by Melissa McLaughlin, Supervisor of Instruction, Crossroads School

RECOGNIZE THE PUBLIC:

Recognize the public on agenda items only

EXECUTIVE COMMITTEE ACTION

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

- A. Motion to approve the following Executive Committee action:

Personnel Agenda January 16, 2019

(Att. A)

Ayes: Mesdames; Kirsch, Aklonis, Thompson-Epps, Johnson, Guidici Pietro, Misiukiewicz, Jones, Powers, Clancy, Williams, Ryan, Root, Byrne; Messr: McCarthy

Nays: None

Abstain: None

END OF EXECUTIVE COMMITTEE ACTION

MINUTES:

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

- A. Motion to approve the minutes of the Board of Directors Meeting of December 5, 2018

(Att. 1)

SUPERINTENDENT REPORT:

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

- A. Motion to approve the Report of the Superintendent for February 2019

(Att. 2)

FINANCE:

It was moved by Ms. Byrne, 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's Report dated December 31, 2018 (Att. 3)
 - Detailed Budget Report & Summary Budget Report dated January 31, 2019 (Att. 4)
 - Check Register for the month ended in January 31, 2019 the amount of \$5,267,648.51 (Att. 5)
 - Budget adjustments and line item transfers for January 2019 (Att. 6)
- B. 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
- C. Motion to approve the attached check register for the School Lunch Account January 2019 with a total of \$19,631.19 (Att. 7)

Ayes: Mesdames; Kirsch, Aklonis, Thompson-Epps, Johnson, Guidici Pietro, Misiukiewicz, Bridges, Jones, Powers, Clancy, Ryan, Root, Byrne; Messr: McCarthy

Nays: None Abstain: Williams

PROGRAMS:

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

- A. Motion to affirm the HIB Report of Investigations 19-6, 19-7 and 19-8 as presented by the Superintendent in Executive Session on January 2, 2019
- B. Motion to approve the Memorandum of Agreement between the Westfield Police Department and the Union County Educational Services Commission

PROGRAMS: Con't

- C. Motion to approve the Memorandum of Agreement between the Scotch Plains Police Department and the Union County Educational Services Commission

- D. Motion to enter into an agreement with Children's Hospital of Philadelphia (CHOP) School Services to provide Home Instruction services to nonpublic school students. Services shall be provided at of confinement (CHOP). The terms of agreement shall be in effect from February 7, 2019 through June 30, 2019

- E. Motion to approve the SSDS Report for Period 1 – September 1, 2018 to December 31, 2018 for all Commission schools (Att. 8)

- F. Motion to approve operation of Extended School Year Programs at Crossroads School, Lamberts Mill Academy, Westlake School and the Work Readiness Academy for 30-days from July 1, 2019 to August 12, 2019.

- G. Motion to approve the contract with Dr. Ronald M. Frank of Green Brook Family Medicine, to function in the capacity as Board Physician for nurses assigned to the Nonpublic Services Department at an annual rate of \$1,500 for the 2018-2019 School Year (Att. 16)

- H. Motion to approve the 2018-2019 Nurses Standing Orders for Nonpublic School Nurses (Att. 17)

Ayes: Mesdames; Kirsch, Aklonis, Thompson-Epps, Johnson, Guidici Pietro, Misiukiewicz, Bridges, Jones, Powers, Clancy, Williams, Ryan, Root, Byrne; Messr: McCarthy

Nays: None

Abstain: Williams (A)

TRANSPORTATION:

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

- A. Motion to approve Amendments to Existing Transportation Contracts dated February 6, 2019, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles (Att. 9)

- B. Motion to approve the attached penalty deductions (Att.10)

- C. Motion to approve the attached Emergency/Negotiated contracts (Att.11)

TRANSPORTATION: Con't

- D. Motion to approve Emergency Contract payments for the month of January to the listed contractor at the costs indicated (Att. 12)
- E. Motion to approve the results of the Special Education & Vocational School Transportation Bid Opening dated January 30, 2019 and award contracts to the lowest responsible bidders denoted by an asterisk (Att. 13)

Ayes: Mesdames; Kirsch, Aklonis, Thompson-Epps, Johnson, Guidici Pietro, Misiukiewicz, Bridges, Jones, Powers, Clancy, Williams, Ryan, Root, Byrne; Messr: McCarthy

Nays: None

Abstain: None

TRAVEL AND RELATED EXPENSES:

It was moved by Dr. Clancy 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. 14)

Ayes: Mesdames; Kirsch, Aklonis, Thompson-Epps, Johnson, Guidici Pietro, Misiukiewicz, Bridges, Jones, Powers, Clancy, Williams, Ryan, Root, Byrne; Messr: McCarthy

Nays: None

Abstain: None

CLOSED SESSION:

It was moved by Ms. Byrne, seconded by Ms. Root and carried by roll call vote, to move into executive session at 7:48 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 8:00 p.m. on motion of Ms. Byrne seconded by Ms. Aklonis and carried by unanimous voice vote.

POLICIES AND REGULATIONS

It was moved by Ms. Byrne seconded by Ms. Thompson-Epps and carried by roll call vote, to approve the following Agenda item:

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

- P 2422 Health and Physical Education
- P 2610 Educational Program Evaluation
- P 4219 Commercial Driver’s License Controlled Substance and Alcohol Use Testing
- P 5330.04 Administering an Opioid Antidote
- R 5330.04 Administering an Opioid Antidote
- P 5337 Service Animals
- P 5600 Student Discipline/Code of Conduct
- R 5600 Student Discipline/Code of Conduct
- P 5611 Removal of Students for Firearms Offenses
- R 5611 Removal of Students for Firearms Offenses
- P 5612 Assaults on District Board of Education Members or Employees
- R 5612 Assaults on District Board of Education Members or Employees
- P 5613 Removal of Students for Assaults with Weapons Offenses
- R 5613 Removal of Students for Assaults with Weapons Offenses
- P 5756 Transgender Students
- P 7440 School District Security
- R 7440 School District Security
- P 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses
- R 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses
- P 8561 Procurement Procedures for School Nutrition Programs
- P 8860 Memorials

PERSONNEL:

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

A. Motion to approve the personnel agenda dated February 6, 2019 as recommended by the Superintendent (Att. 15)

Ayes: Mesdames; Kirsch, Aklonis, Thompson-Epps, Johnson, Misiukiewicz, Bridges, Jones, Powers, Clancy, Williams, Ryan, Root, Byrne; Messr: McCarthy

Nays: None

Abstain: None

OLD BUSINESS:

NEW BUSINESS:

RECOGNIZE THE PUBLIC:

DATE OF NEXT MEETING:

The next meeting of the Representative Assembly which includes a budget hearing, will be at 7:00 p.m., Wednesday, March 6, 2019 in the second floor conference room at 45 Cardinal Drive, Westfield, N.J.

ADJOURNMENT:

On motion of Ms. Powers, seconded by Ms. Jones carried voice vote, the meeting was adjourned at 8:05 p.m.



Eric Larson, Board Secretary