

Union County Educational Services Commission

BOARD OF DIRECTORS MEETING

May 1, 2019

MINUTES

A meeting of the Union County Educational Services Commission Representative Assembly was held on Wednesday, May 1, 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 7:08 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	Ms. Hawaiian Thompson-Epps
Kenilworth	Dr. Michelle Panichi
Linden	
Mountainside	Dr. Dana Guidicipietro
New Providence	Mary Misiukiewicz
Plainfield	
Rahway	Ms. Deborah Bridges
Roselle	
Roselle Park	Ms. Kimberly Powers
Scotch Plains/Fanwood	Dr. Cindy Clancy
Springfield	
Summit	
Union	
U. C. Vo-Tech	
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 on Curriculum and Instruction by Carrie Datillo, Director of Curriculum and Instruction

Recognize UCESC Retirees

RECOGNIZE THE PUBLIC:

Pat Cero, Nonpublic Teacher commented on the special relationships that have developed over the years with the retirees and how they will be missed

Helen Kirsch commented on the great service the retirees, as well as board members, have given to UCESC

EXECUTIVE COMMITTEE ACTION

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

A. Personnel Agenda – April 5, 2019 (Att. A)

B. Personnel Agenda – April 10, 2019 (Att. B)

Ayes: Mesdames; Kirsch, Aklonis, Koenig, Thompson-Epps, Panichi, Guidici Pietro, Misiukiewicz, Bridges, Powers, Clancy, Root, Byrne; Messr:

Nays: None

Abstain: None

END OF EXECUTIVE COMMITTEE ACTION

MINUTES:

It was moved by Ms. Bryne, seconded by Ms. Root and carried by voice vote, to approve the following:

A. Motion to approve the minutes of the Board of Directors Meeting of April 3, 2019 (Att. 1)

SUPERINTENDENT REPORT:

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 Report of the Superintendent for May 2019 (Att. 2)

FINANCE:

It was moved by Dr. Clancy, seconded by Ms. Aklonis 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 February 28, 2019 (Att. 3)
Detailed Budget Report dated April 30, 2019 (Att. 4)
Check Register for the month ended in 4/30/19 in the amount of \$4,500,304.89 (Att. 5)
Budget adjustments and line item transfers for April 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 April 2019.

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 April 2019 check register for the School Lunch Account with a total of \$22,041.56 (Att. 7)
- D. Motion to approve the copier leases and maintenance fees shown below through Atlantic Tomorrow's Office:

Copiers(5 year leases):

- 1 Savin MP 9003 w/accessories
- 2 Savin MP 5055 w/accessories
- 4 Savin MP 4055 w/accessories
- 2 Savin MP 2555 w/accessories
- 2 Savin IMC 4500 w/accessories
- 1 Savin IMC 3500 w/accessories
- Paper Cut software with Card Readers

Maintenance Fees:

- \$.005 per black and white copy
- \$.05 per color copy

The above items are purchased on state contract 40467 and replace Xerox maintenance and copiers which are nearing end of life.

FINANCE: (Cont'd):

E. Motion to approve the award of the Food Services Management Contract

BE IT RESOLVED THAT THE BOARD OF EDUCATION of Union County Educational Services Commission upon recommendation of the Terry Foppert, Superintendent approves the award of the FSMC contract with Maschio's Food Services, Inc. from July 1, 2019 to June 30, 2020

The Union County Educational Services Commission shall pay Maschio's Food Services, Inc. an annual management fee in the amount of \$16,222.50. The management fee shall be payable in monthly installments of \$1,622.25 per month commencing on September 1, 2019 and ending on June 30, 2020

Ayes: Mesdames; Kirsch, Aklonis, Koenig, Thompson-Epps, Panichi, Guidici Pietro, Misiukiewicz, Bridges, Powers, Clancy, Root, Byrne; Messr:

Nays: None

Abstain: None

TRANSPORTATION:

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 Amendments to Existing Transportation Contracts dated May 1, 2019, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles **(Att. 8)**
- B. Motion to approve the attached penalty deductions **(Att. 9)**
- C. Motion to approve the attached Emergency/Negotiated contracts **(Att. 10)**
- D. 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. 11)**

Ayes: Mesdames; Kirsch, Aklonis, Koenig, Thompson-Epps, Panichi, Guidici Pietro, Misiukiewicz, Bridges, Powers, Clancy, Root, Byrne; Messr:

Nays: None

Abstain: None

PROGRAMS:

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 affirm the HIB Reports of Investigations 19-11 and 19-12 as presented by the Superintendent in Executive Session on April 3, 2019
- B. Motion to submit the renewal contract application to the State of New Jersey Department of Children and Family (DCF) for the Fiscal Year 2020 in the amount of \$137,974.00. These funds support Day Treatment case management services for Commission students involved with DCF
- C. Motion to approve a contract for Paul Del Sordo of Del Martial Arts to provide enrichment instruction in the Extended School Year Program at Crossroads School and Westlake School at the rate of \$110 per hour for 4 hours per week from July 1, 2019 to August 12, 2019
- D. Motion to approve a contract for Patrick Cerria of Tumble Jam Music to provide enrichment instruction in the Extended School Year Program at Crossroads School and Westlake School at the rate of \$100.00 per hour for 7 hours per week from July 1, 2019 through August 12, 2019
- E. Motion to approve a contract for Sandra Marotta of Ashrams for Autism to provide yoga enrichment instruction in the Extended School Year Program at the Work Readiness Academy at the rate of \$75.00 per 45-minute session for 1 session per week from of July 1, 2019 through August 12, 2019
- F. Motion to approve an agreement between Union County Educational Services Commission and Therapy Source Staffing Solutions of Plymouth Meeting, PA to provide speech therapy services at the rate of \$87.00 per hour
- G. Motion to approve an agreement between Union County Educational Services Commission and Trinitas Children's Therapy Services of Springfield, NJ to provide physical therapy services to students attending the Extended School Year at Crossroads and Westlake Schools at the rate of \$87.72/hour for 25 hours per week from July 1, 2019 through August 12, 2019

Ayes: Mesdames; Kirsch, Aklonis, Koenig, Thompson-Epps, Panichi, Guidici Pietro, Misiukiewicz, Bridges, Powers, Clancy, Root, Byrne; Messr:

Nays: None

Abstain: Clancy (A)

TRAVEL AND RELATED EXPENSES:

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

24. 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. 18)

Ayes: Mesdames; Kirsch, Aklonis, Koenig, Thompson-Epps, Panichi, Guidici Pietro, Misiukiewicz, Bridges, Powers, Clancy, Root, Byrne; Messr:

Nays: None

Abstain: Clancy (A)

CLOSED SESSION:

It was moved by Dr. Guidici Pietro, seconded by Ms. Byrne and carried by roll call vote, to move into executive session at 7:58 p.m. for the purpose of discussing HIB investigations, personnel, negotiations 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 8:02 p.m. on motion of Ms. Aklonis seconded by Dr. Clancy and carried by unanimous voice vote.

PERSONNEL:

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

- A. Motion to approve the 2019-20 Personnel Agenda for Contractual Personnel dated May 1, 2019 as recommended by the Superintendent **(Att. 12)**
- B. Motion to approve the 2019-20 Personnel Agenda for Auxiliary Services dated May 1, 2019 as recommended by the Superintendent **(Att. 13)**
- C. Motion to approve the Personnel Agenda dated May 1, 2019 as recommended by the Superintendent **(Att. 14)**
- D. Motion to approve the Personnel Agenda for Extended School Year Programs dated May 1, 2019 as recommended by the Superintendent **(Att. 15)**

PERSONNEL: (cont'd)

- E. Motion to approve the revision of the 2018-2019 calendars for the following Commission schools and programs:

District Calendar
Auxiliary Calendar

(Att. 16)
(Att. 17)

Ayes: Mesdames; Kirsch, Aklonis, Koenig, Thompson-Epps, Panichi, Guidici Pietro, Misiukiewicz, Bridges, Powers, Clancy, Root, Byrne; Messr:

Nays: None

Abstain: None

OLD BUSINESS:

Ms. Kirsch thanked the UCESC for facilitating the Union County Roadeo event.

NEW BUSINESS:

RECOGNIZE THE PUBLIC:

DATE OF NEXT MEETING:

The Reorganization of the of the Representative Assembly will be at 7:00 p.m., Wednesday, June 5, 2019 in the second floor conference room at 45 Cardinal Drive, Westfield, NJ. A Board of Directors Meeting will follow. All Representative Assembly Members are invited to attend the end of year report presented by the Union County Educational Services Commission's DEAC/ScIP Committee at 6:00 pm

ADJOURNMENT:

On motion of Ms. Byrne, seconded by Ms. Misiukiewicz carried voice vote, the meeting was adjourned at 8:07 p.m.


Eric Larson, Board Secretary