

Union County Educational Services Commission  
BOARD OF DIRECTORS MEETING  
November 10, 2021

AGENDA

This meeting was posted in accordance with the Open Public Meetings act PL 1975 Chapter 231.

1. Attendance Roll Call
2. Salute to the flag
3. Recognize the public and ask for comments on agenda items only

**EXECUTIVE COMMITTEE ACTION:**

4. Motion to approve the following Executive Committee actions:

October 20, 2021 – Executive Committee Agenda (Att. A & A1)  
November 3, 2021 – Executive Committee Agenda (Att. B & B1)

**END OF EXECUTIVE COMMITTEE ACTION MINUTES:**

5. Motion to approve the minutes of the Board of Directors Meeting of October 6, 2021 (Att. 1)

**SUPERINTENDENT REPORT:**

6. Motion to approve the Report of the Superintendent dated November 2021 (Att. 2)

**FINANCE:**

7. Motion to approve the Secretary's Financial Reports:  
Board Secretary Report dated September 30, 2021 (Att. 3)  
Budget Report dated October 31, 2021 (Att. 4)  
Budget transfers for October 2021 (Att. 5)
8. Motion to approve the attached October 31, 2021 check register for the School Lunch Account with a total of \$12,767.93 (Att. 6)
9. 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 October 2021  
AND FURTHER RESOLVED, that the Board of Directors hereby acknowledges that a deficit balance does not exist in any major category

FINANCE: (Cont'd):

10. Motion to appropriate \$450,000 in unanticipated revenue into the following line item in the 2021-2022 budget:  
  
Amount - \$598,010  
Account: 20-190-100-610-0-670-000  
Description: IDEA Teaching Supplies
11. Motion to approve a contract with Ralph Checchio for snow removal for the 2021-2022 school year **(Att. 7)**
12. Motion to approve emergency appropriations, procurement, and payments related to Tropical Storm IDA damage to 1571 Lamberts Mill Road, Westfield, NJ in Fund 30 in accordance with NJSA 18A:18A-7/NJAC 5:34-6.1 up to the insured claim of \$12,000,000.
13. Motion to approve sale of a 2009 Ford 24 Passenger bus VIN # 1FD3E35L78DB55535 which was advertised in the Star Ledger to Jersey One Auto, the sole offer for \$3,682
14. Motion to approve sale of 2000 Ford Taurus, VIN 1FAFP5829YA235145, to Bashiru Seidu for \$250. This vehicle is inoperable
15. Motion to approve the 2021-2022 Architect of Record Agreement with Solutions Architecture **(Att. 7A)**

PROGRAMS:

16. Motion to approve a one-month extension, covering the period November 1 to November 30, to the lease with Union County College for \$6,000.
17. Motion to approve revisions to Appendices A and K of Board Policy 1648.11 "The Road Forward - COVID-19 Health and Safety" adopted on October 6, 2021 **(Att. 8)**  
**(Att. 9)**
18. Motion to approve a memorandum of agreement between Union County Educational Services Commission and the Westfield and Scotch Plains Police Departments for the 2021-2022 school year **(Att. 10)**
19. Motion to approve a license agreement between Union County Educational Services Commission and HBS Leasehold, LLC to occupy the second floor of a building located at 609 North Ave in Westfield, NJ 07090 to support the temporary relocation of Hillcrest Academy – South Campus and Lamberts Mill Academy, effective November 1, 2021 - June 30, 2022 **(Att. 10A)**
20. Motion to approve submission of an "Application for Change of Use of Educational Space for the 2021-2022 School Year" to the New Jersey Department of Education to support the temporary relocation of Hillcrest Academy - South Campus and Lamberts Mill Academy to a building located at 609 North Avenue W. in Westfield, NJ 07090 **(Att. 10B)**

TRANSPORTATION:

21. Motion to approve Amendments to Existing Transportation Contracts dated November 10, 2021 in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles (Att. 11)
22. Motion to approve the attached penalty deductions (Att. 12)
23. Motion to approve the Emergency Contract payments for the month of October to the listed contractors at the costs indicated (Att. 13)
24. Motion to approve the attached Emergency/Negotiated Contracts (Att. 14)
25. Motion to approve the results of the Special Education & Vocational School Transportation Bid Opening date October 18, 2021 and award contracts to the lowest responsible bidders denoted by an asterisk (Att. 15)

POLICIES AND REGULATIONS:

26. Motion to approve the following policy for a second reading and adoption:  
  
P 2425            Emergency Virtual or Remote Instruction Program
27. Motion to approve the following new and/or revised bylaws, policies, or regulations for a first reading:  
  
P 1648.14      Safety Plan for Healthcare Settings in School Buildings - COVID – 19  
P 2422          Comprehensive Health and Physical Education  
P 2467          Surrogate Parents and Resource Family Parents  
P 5111          Eligibility of Resident/Nonresident Students  
P 5114          Children Displaced by Domestic Violence (ABOLISHED)  
P 5116          Education of Homeless Children  
P 5751          Sexual Harassment of Students  
R 5751          Sexual Harassment of Students  
P 6115.01      Federal Awards/Funds Internal Controls – Allowability of Costs  
P 6115.02      Federal Awards/Funds Internal Controls – Mandatory Disclosures  
P 6115.03      Federal Awards/Funds Internal Controls – Interest  
P 6311          Contracts for Goods or Services Funded by Federal Grants  
P 7432          Eye Protection  
R 7432          Eye Protection  
P 8420          Emergency and Crisis Situations  
R 8420.1        Fire and Fire Drills  
P 8540          School Nutrition  
P 8550          Meal Charges/Outstanding Food Service Bill  
P 8600          Student Transportation  
P 8810          Religious Holidays (ABOLISHED)

TRAVEL AND RELATED EXPENSES:

28. 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. 16)**

PERSONNEL:

29. Motion to approve the personnel agenda dated November 10, 2021 as recommended by the Superintendent **(Att. 17)**

OLD BUSINESS:

NEW BUSINESS:

RECOGNIZE THE PUBLIC:

EXECUTIVE SESSION:

30. Motion to move into executive session for the purpose of discussing legal matters. Any discussion held by the Board which need not remain confidential will be made public as soon as practicable

DATE OF NEXT MEETING:

The next meeting of the Board of Directors will be at 7:00 p.m., **Wednesday, December 1, 2021** in the second floor conference room at 45 Cardinal Drive, Westfield, N.J.

ADJOURNMENT: