

Union County Educational Services Commission

BOARD OF DIRECTORS MEETING

September 1, 2021

MINUTES

A meeting of the Union County Educational Services Commission Representative Assembly was held on Wednesday, September 1, 2021.

CALL TO ORDER:

The meeting was called to order at 7:00 p.m. Mr. Eric Larson read the following statement:

Adequate notice of this meeting as required by the Open Public Meetings Act was provided by the posting on the front entrances 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; by filing with the County Superintendent of Schools, 300 North Avenue, East, Westfield and the County Clerk of Union County, Elizabeth, and advertising in the STAR LEDGER, Newark, all in New Jersey. It should be noted that this meeting was held remotely using a call-in number.

ROLL CALL:

Roll call by verbal roll call. There were present:

Berkeley Heights	
Clark	Ms. Lorraine Aklonis
Cranford	Mr. Brett Dreyer
Elizabeth	
Garwood	Ms. Maureen Scepkowski
Hillside	Ms. Laquana Best
Kenilworth	Dr. Michelle Panichi
Linden	
Mountainside	
New Providence	Ms. Amanda Marano
Plainfield	
Rahway	
Roselle	Dr. Courtney Washington
Roselle Park	
Scotch Plains/Fanwood	
Springfield	
Summit	
Union	
U. C. Vo-Tech	Ms. Gwen Ryan
Westfield	Ms. Amy Root
Winfield	
Acting Superintendent	Mr. Michael Kowalski
Board Secretary	Mr. Eric Larson

SALUTE TO THE FLAG:

RECOGNIZE THE PUBLIC:

EXECUTIVE COMMITTEE ACTION:

It was moved by Ms. Root, seconded by Dr. Washington, and carried by a unanimous voice vote, to approve the following:

A. Motion to approve the following summer Executive Committee actions:

August 5, 2021	Executive Committee Agenda	(Att. A)
August 5, 2021	Detailed Budget Report	(Att. B)
August 5, 2021	Check Register	(Att. C)
August 5, 2021	Transfer Report	(Att. D)
August 5, 2021	Personnel Agenda	(Att. E)
August 5, 2021	Motion	(Att. F)
August 5, 2021	Motion	(Att. G)
August 30, 2021	Personnel Agenda	(Att. H)

Ayes: Mesdames; Aklonis, Scepkowski, Best, Panichi, Marano, Washington, Ryan, Root; Messr:

Nays: None

Abstain: None

END OF EXECUTIVE COMMITTEE ACTION

MINUTES:

It was moved by Ms. Ryan, seconded by Ms. Best, and carried by a unanimous voice vote, to approve the following:

A. Motion to approve the minutes of the Board of Directors Meeting of July 22, 2021 (Att. 1)

SUPERINTENDENT'S REPORT:

It was moved by Dr. Washington, seconded by Ms. Best, and carried by unanimous voice vote, to approve the following:

A. Motion to approve the Report of the Superintendent for September 2021 (Att. 2)

FINANCE:

It was moved by Ms. Scepkowski, seconded by Dr. Panichi, 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 June 30, 2021	(Att. 3)
Board Secretary's Report dated July 31, 2021	(Att. 3A)
Budget Report dated August 31, 2021	(Att. 4)
Check Register for the month ended August 2021 in the amount of \$1,694,354.93	(Att. 5)
Budget transfers for August 2021	(Att. 6)

B. Motion to approve the attached August 2021 check register for the School Lunch Account with a total of \$10,098.52 (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 August 2021

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

D. Motion to approve contract with PBG Networks for IT network improvements for a cost of \$149,996.61 before the Erate program reimbursement of \$119,994.17 which results in a net cost of \$30,002.44 (Att. 8)

E. Motion to appropriate \$244,799 in unanticipated revenue into the following line items in the 2021-2022 budget:

Acct 20-510-100-610-0-820-000 \$28,757 Non Public Technology Aid
Acct 20-511-100-800-0-850-000 \$180,547 Non Public Security Aid
Acct 20-190-100-640-0-903-000 \$35,495 Non Public Text Books Aid

Ayes: Mesdames; Aklonis, Scepkowski, Best, Panichi, Marano, Washington, Ryan, Root; Messr: Dreyer

Nays: None

Abstain: None

PROGRAMS:

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

- A. Motion to approve a revised District Plan for Safe Return to In-Person Instruction for the 2021-2022 School Year (Att. 8A)
- B. Motion to approve the Student Safety Data System Submission for Report Period 2 of the 2020-2021 school year (January 1 - June 30, 2021) (Att. 8B)
- C. Motion to approve the "UCESC Emergency Virtual or Remote Instruction Plan for 2021 - 2022" for submission to the Commissioner of Education (Att. 8C)
- D. Motion to approve the Charlotte Danielson Framework for Teaching as the educator evaluation rubric for all teaching staff members
- E. Motion to approve evaluation tool New Jersey Principal Evaluation for Professional Learning (NJPEPL) Observation Instrument
- F. Motion to approve a contract for Patrick Cerria of Tumble Jam, Inc. to provide music enrichment at Westlake School for 7 hours per week, Crossroads School for 2.5 hours per week and Lamberts Mill Academy for 1 hour per week at the rate of \$115 per hour from September 1, 2021– June 30, 2022.
- G. Motion to approve a contract for Paul Del Sordo of Del Martial Arts to provide karate enrichment instruction at Crossroads School for 2 hours per week and Westlake School for 2 hours per week at the rate of \$125 per hour from September 1, 2021 through June 30, 2022.
- H. Motion to approve a contract with Sandra Marotta of Ashrams for Autism to provide yoga enrichment for students enrolled in the Work Readiness Academy at the rate of \$75.00 per session, one session per week, from September 1, 2021 through June 22, 2022.
- I. Motion to approve a contract with Panorama Education, Inc. to purchase a license for the Panorama Student Social-Emotional Learning and Intervention Tracking Platform for Hillcrest Academy and Lamberts Mill Academy for the 2021-2022 school year at the annual cost of \$6,750.00.

Ayes: Mesdames; Aklonis, Scepkowski, Best, Panichi, Marano, Washington, Ryan, Root; Messr: Dreyer

Nays: None

Abstain: None

TRANSPORTATION:

It was moved by Ms. Best, seconded by Ms. Ryan, and carried by roll call vote, to approve the following agenda items:

- A. Motion to approve the results of the Special Education, Vocational, Renewals, Field Trips, Athletics, Public and Nonpublic Transportation Bid Openings date July 26, July 27, August 3, 2021, and award contracts to the lowest responsible bidders denoted by the asterisk (Att. 9)
(Att. 10)
(Att. 11)
(Att. 12)
(Att. 13)
- B. Motion to approve Special Education and Vocational School Transportation Renewals dated September 1, 2021 for the 2021-2022 school year (Att. 14)
- C. Motion to approve Nonpublic School Transportation Renewals dated September 1, 2021 for the 2021-2022 school year (Att. 15)
- D. Motion to approve Amendments to Existing Summer Transportation Contracts dated September 1, 2021, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles (Att. 16)
- E. Motion to approve the attached Negotiated Summer Contracts for summer transportation request and changes which could not be coordinated on existing routes and were received or occurred too late to be included in the Summer Bid Openings. Quotes were solicited and the contracts awarded on the basis of the low quotes (Att. 17)
- F. Motion to approve the following Commission operated routes and positions at the costs indicated:

CS-13 - ROUTE - \$51,199.50	CS-13 -BUS AIDE - \$11,399.84
CS-31 - ROUTE - \$51,199.50	
CS-93 - ROUTE - \$51,199.50	CS-93 -BUS AIDE - \$11,399.84
CS-116 -ROUTE - \$51,199.50	CS-116 -BUS AIDE - \$11,399.84
CS-276 -ROUTE - \$51,199.50	CS-276 -BUS AIDE - \$11,399.84

Ayes: Mesdames; Aklonis, Scepkowski, Best, Panichi, Marano, Washington, Ryan, Root; Messr: Dreyer

Nays: None

Abstain: None

POLICIES AND REGULATIONS:

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

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

Bylaw 0131	Bylaws, Policies and Regulations
P 1521	Educational Improvement Plans (ABOLISHED)
P 1648	Restart and Recovery Plan (ABOLISHED)
P 1648.02	Remote Learning Options for Families (ABOLISHED)
P 1648.03	Restart and Recovery Plan – Full-Time Remote Instruction (Abolished)
P 1648.11	The Road Forward – COVID 19 – Health and Safety
P 1648.13	School Employee Vaccination Requirements
P 1649	Federal Families First Coronavirus (COVID 19) Response Act (ABOLISHED)
P 2421	Career and Technical Education
R 2421	Vocational – Technical Education (ABOLISHED)
P 3134	Assignment of Extra Duties
P & R 3142	Nonrenewal of Nontenured Teaching Staff Member
P & R 3221	Evaluation of Teachers
P & R 3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
P & R 3223	Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals
P & R 3224	Evaluation of Principals, Vice Principals and Assistant Principals
P & R 4146	Nonrenewal of Nontenured Support Staff Member
P & R 5460.02	Bridge Year Pilot Program
P & R 6471	School District Travel
P 8561	Procurement Procedures for School Nutrition Programs

TRAVEL AND RELATED EXPENSES:

It was moved by Ms. Scepkowski, seconded by Ms. Best, 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
(No Travel Requests)

Ayes: Mesdames; Aklonis, Scepkowski, Best, Panichi, Marano, Washington, Ryan, Root; Messr: Dreyer

Nays: None

Abstain: None

PERSONNEL:

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

- A. Motion to approve the Personnel Agenda dated September 1, 2021 as recommended by the Superintendent. (Att. 19)
- B. Motion to approve the adjusted annual salaries in accordance with the Agreement between the Union County Educational Services Commission and Westlake Education Association, 2020 through 2023, as follows:
- | | | |
|-----------|--|-----------|
| 2020-2021 | Regular Teachers/Therapists | (Att. 20) |
| 2021-2022 | Regular Teachers/Therapists | (Att. 21) |
| 2020-2021 | Nonpublic Teachers | (Att. 22) |
| 2021-2022 | Nonpublic Teachers | (Att. 23) |
| 2020-2021 | Paraprofessional/School Safety and Security Monitors | (Att. 24) |
| 2021-2022 | Paraprofessional/School Safety and Security Monitors | (Att. 25) |

Ayes: Mesdames; Aklonis, Scepkowski, Best, Panichi, Marano, Washington, Ryan, Root; Messr: Dreyer

Nays: None

Abstain: None

OLD BUSINESS: None

NEW BUSINESS: None

RECOGNIZE THE PUBLIC: None

DATE OF NEXT MEETING:

The next meeting of the Board of Directors will be at 7:00 p.m., Wednesday, October 6, 2021 in the second floor conference room at 45 Cardinal Drive, Westfield, N.J.

CLOSED SESSION:

It was moved by Ms. Root, seconded by Ms. Ryan, and carried by roll call vote, to move into Executive Session at 7:40 p.m. for the purpose of discussing legal matters and personnel. 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 7:55 p.m. on motion of Ms. Best, and seconded by Ms. Scepkowski, and carried by unanimous voice vote.

ADJOURNMENT:

On motion of Ms. Best, seconded by Ms. Scepkowski, and carried voice vote, the meeting was adjourned at 8:00 p.m.

A handwritten signature in cursive script, appearing to read "Eric Larson", is written over a horizontal line.

Eric Larson, Board Secretary