

Union County Educational Services Commission

REPRESENTATIVE ASSEMBLY MEETING

April 6, 2022

MINUTES

CALL TO ORDER

This meeting was posted in accordance with the Open Public Meetings act PL 1975 Chapter 231.
The meeting was called to order at 7:05 p.m.

1. **ROLL CALL**

Roll call by verbal roll call. There were present:

Berkeley Heights

Clark

Cranford

Elizabeth

Garwood

Hillside

Kenilworth

Linden

Mountainside

New Providence

Plainfield

Rahway

Roselle

Roselle Park

Scotch Plains/Fanwood

Springfield

Summit

Union

U. C. Vo-Tech

Westfield

Winfield

Acting Superintendent

Board Secretary

Ms. Lorraine Aklonis

Mr. Brett Dreyer

Mr. Tim Ryan

Ms. Laquana Best

Ms. Stacey Gunderman

Ms. Carmencita Pile

Ms. Jennifer Moteiro

Dr. Courtney Washington

Ms. Deb Brody

Ms. Carrie Dattilo

Mr. Eric Larson

2. **SALUTE TO THE FLAG**

3. **RECOGNIZE THE PUBLIC**

4. Introduction of the 2021-2022 school year Union County Teacher Recognition Award recipient:

Ms. Lisa Compton

COMMUNITY PARTNER RECOGNITION:

5. UCESC Recognizes the leadership and staff from **First Children School** in Fanwood, NJ for their generous partnership over six years that allowed us to operate the Can Do Cafe and provide hands-on vocational training for students from Westlake School and Lamberts Mill Academy.

AUDIT PRESENTATION:

6. Partner Bill Swisher from Suplee, Clooney & Company presented the 2020-2021 Audit Results

MINUTES

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

7. Motion to approve the minutes of the Board of Directors Meeting of March 2, 2022 (Att. 1)
Abstain: Pile
Gunderman

SUPERINTENDENT'S REPORT

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

8. Motion to approve the Report of the Superintendent for February 2022 (Att. 2)

FINANCE

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

9. Motion to approve the Secretary's Financial Report:
Board Secretary's Report dated February 28, 2022 (Att. 3)
Detailed Budget Report dated March 31, 2022 (Att. 4)
Check Register for the month ended in 3/31/22 the amount of \$8,036,458.30 (Att. 5)
Budget adjustments and line-item transfers for March 2022 (Att. 6)

FINANCE: (Cont'd):

10. 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 March 2022

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

11. Motion to approve the attached March 2022 check register for the School Lunch Account with a total of \$ 4,148.85 (Att. 7)
12. Motion accepting the audit and approving the CAP for the fiscal year ending June 30, 2021 as presented by the Commission Auditors (Att. 8)
(Att. 9)
(Att. 10)
(Att. 11)
13. Motion to approve Engineering Review by Tri State Light & Energy of HVAC at 1571 incorporating incentive programs and performance specifications for an upgraded system for a fee of \$18,500. (Att. 11A)
14. Motion to join the School Employees Health Benefits Plan ("SEHBP") for medical benefits effective 8.1.22 as per the Resolution in attachment 11B and to appoint Brown & Brown Metro LLC as insurance brokers for the SEHBP at an annual rate of \$60,000.

(Att. 11B)

Ayes: Mesdames; Aklonis, Best, Gunderman, Pile, Moteiro, Washington, Brody; Messrs: Dreyer, Ryan

Nays: None

Abstain: None

PROGRAMS

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

15. Motion to approve an agreement between Union County Educational Services Commission and Trinitas Children's Therapy Services to provide center-based occupational, physical, and speech therapy services at the rates of \$75.00 per half-hour, \$115.00 per hour, \$350.00 per evaluation and \$250.00 per re-evaluation for students enrolled in Nonpublic school on an as needed basis from July 1, 2022 to June 30, 2023 (Att. 12)
16. Motion to approve an agreement between Union County Educational Services Commission and Trinitas Children's Therapy Services to provide occupational and physical therapy services at the rate of \$87.72 per hour and speech therapy services at the rate of \$92.00 per hour for students enrolled in UCESC schools on an as needed basis from July 1, 2022 to June 30, 2023 (Att. 13)

PROGRAMS: (Cont'd):

17. Motion to approve a change in student hours for the 2022-23 school year for Work Readiness Academy and Project SEARCH from 8:30 am - 2:30 pm to 9:00 am - 2:30 pm
18. Motion to approve to extend the agreement with ESS for substitute staffing for the 2022-2023 school year at the current agreement rate except for an increase from \$91 to \$98 for secretaries per day

Ayes: Mesdames; Aklonis, Best, Gunderman, Pile, Moteiro, Washington, Brody; Messr: Dreyer, Ryan

Nays: None

Abstain: None

TRANSPORTATION

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

19. Motion to approve Amendments to Existing Transportation Contracts dated April 6, 2022, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles (Att. 14)
20. Motion to approve the attached penalty deductions (Att. 15)
21. Motion to approve the results of the Special Education & Vocational School Transportation Bid Opening dated April 6, 2022 and award contracts to the lowest responsible bidders denoted by an asterisk (Att. 16)
22. Motion to approve Emergency Contract payments for the month of March 2022 to the listed contractors at the costs indicated (Att. 17)
23. Motion to approve the attached Emergency/Negotiated contracts (Att. 18)

Ayes: Mesdames; Aklonis, Best, Gunderman, Pile, Moteiro, Washington, Brody; Messr: Dreyer, Ryan

Nays: None

Abstain: None

POLICIES AND REGULATIONS

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

24. Motion to approve the following new and/or revised bylaws, policies, or regulations for a second reading and adoption:

P 2415.05	Student Surveys, Analysis, Evaluations, Examinations, Testing or Treatment
P 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries
R 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries
R 2460.30	Additional/Compensatory Special Education and Related Services
P 2622	Student Assessment
R 2622	Student Assessment
P 3233	Political Activities
P 5460	High School Graduation
P 5541	Anti-Hazing
P 8465	Bias Crimes and Bias-Related Acts
R 8465	Bias Crimes and Bias-Related Acts
R 8640	Apportionment of Route Costs-County Coordinated Transportation Program
P 9560	Administration of School Surveys

Ayes: Mesdames; Aklonis, Best, Gunderman, Pile, Moteiro, Washington, Brody; Messr: Dreyer, Ryan

Nays: None

Abstain: None

TRAVEL AND RELATED EXPENSES

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

25. 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. 19)

Ayes: Mesdames; Aklonis, Best, Gunderman, Pile, Moteiro, Washington, Brody; Messr: Dreyer, Ryan

Nays: None

Abstain: None

PERSONNEL

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

26. Motion to approve the personnel agenda dated April 6, 2022, as recommended by the Superintendent (Att. 20)
27. Motion to approve personnel agendas dated April 6, 2022 for internal and external staff for the Extended School Year Program, as recommended by the Superintendent (Att. 21)
28. Motion to approve a new job description and position for Student Assistance Coordinator/Social Worker (Att. 22)

Ayes: Mesdames; Aklonis, Best, Gunderman, Pile, Moteiro, Washington, Brody; Messr: Dreyer, Ryan

Nays: None

Abstain: None

OLD BUSINESS

None

NEW BUSINESS

None

RECOGNIZE THE PUBLIC

Mary Lynn Palmer and Patricia Convery announced candy for sale made by the Westlake Students.

Mary Ann Cahill asked for an overview of the health benefits move to SEHBP

EXECUTIVE SESSION

29. It was moved by Dr. Washington, seconded by Ms. Pile, and carried by roll call vote, to move into Executive Session at 7:37 p.m. for the purpose of discussing HIB. 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 Dr. Washington, and seconded by Mr. Ryan, and carried by unanimous voice vote.

Make note that no action will be taken from this session, and this ends the public portion of the meeting.

DATE OF NEXT MEETING:

The next meeting of the Board of Directors will be at 7:00 p.m. on Wednesday, May 4, 2022 which will be held at our Lord & Taylor location at 609 North Avenue West, Westfield, N.J. home to our Hillcrest Academy South and Lamberts Mill Academy Schools.

ADJOURNMENT

On motion of Dr. Washington, seconded by Mr. Ryan, and carried by unanimous voice vote, the meeting was adjourned at 8:02 p.m.


Eric Larson, Board Secretary