

Union County Educational Services Commission

BOARD OF DIRECTORS MEETING

November 10, 2021

MINUTES

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

CALL TO ORDER:

The meeting was called to order at 7:05 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, filing and mailing of a notice for posting on the bulletin boards at Westlake School 970 Suburban Road, 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 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	
Linden	
Mountainside	Dr. Dana Guidici Pietro
New Providence	Ms. Amanda Marano
Plainfield	
Rahway	Ms. Jennifer Moteiro
Roselle	
Roselle Park	
Scotch Plains/Fanwood	Ms. Deb Brody
Springfield	Mr. Hector Munoz
Summit	
Union	
U. C. Vo-Tech	Ms. Gwen Ryan
Westfield	Ms. Amy Root
Winfield	Ms. Vanessa Schroeder
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. Best, seconded by Ms. Ryan, and carried by roll call vote, to approve the following:

A. 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)

Ayes: Mesdames; Aklonis, Scepkowski, Best, Guidici Pietro, Marano, Moteiro, Brody, Ryan, Root, Schroeder; Messr: Munoz

Nays: None

Abstain: None

**END OF EXECUTIVE COMMITTEE ACTION**

MINUTES:

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

A. Motion to approve the minutes of the Board of Directors Meeting of October 6, 2021

(Att. 1)

Abstain: Guidici Pietro  
Moteiro  
Brody  
Munoz

SUPERINTENDENT'S REPORT:

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

A. Motion to approve the Report of the Superintendent dated November 2021

(Att. 2)

FINANCE:

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

- A. 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)
- B. Motion to approve the attached October 31, 2021 check register for the School Lunch Account with a total of \$12,767.93 (Att. 6)
- 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 October 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 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
- E. Motion to approve a contract with Ralph Checchio for snow removal for the 2021-2022 school year (Att. 7)
- F. 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.
- G. 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
- H. Motion to approve sale of 2000 Ford Taurus, VIN 1FAFP5829YA235145, to Bashiru Seidu for \$250. This vehicle is inoperable
- I. Motion to approve the 2021-2022 Architect of Record Agreement with Solutions Architecture (Att. 7A)

Ayes: Mesdames; Aklonis, Scepkowski, Best, Guidici Pietro, Marano, Moteiro, Brody, Ryan, Root, Schroeder; Messr: Munoz, Dreyer

Nays: None

Abstain: None

PROGRAMS:

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

- A. 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.
- B. 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)
- C. 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)
- D. 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)
- E. 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)

Ayes: Mesdames; Aklonis, Scepkowski, Best, Guidici Pietro, Marano, Moteiro, Brody, Ryan, Root, Schroeder; Messr: Munoz, Dreyer

Nays: None

Abstain: None

TRANSPORTATION:

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

- A. 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)
- B. Motion to approve the attached penalty deductions (Att. 12)
- C. Motion to approve the Emergency Contract payments for the month of October to the listed contractors at the costs indicated (Att. 13)
- D. Motion to approve the attached Emergency/Negotiated Contracts (Att. 14)

TRANSPORTATION: (Cont'd)

- E. 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)**

Ayes: Mesdames; Aklonis, Scepkowski, Best, Guidici Pietro, Marano, Moteiro, Brody, Ryan, Root, Schroeder; Messr: Munoz, Dreyer

Nays: None

Abstain: Ryan (E)

POLICIES AND REGULATIONS:

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

- A. Motion to approve the following policy for a second reading and adoption:

P 2425 Emergency Virtual or Remote Instruction Program

- B. 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)

Ayes: Mesdames; Aklonis, Scepkowski, Best, Guidici Pietro, Marano, Moteiro, Brody, Ryan, Root, Schroeder; Messr: Munoz, Dreyer

Nays: None

Abstain: None

TRAVEL AND RELATED EXPENSES:

It was moved by Mr. Munoz, seconded by Dr. Guidici Pietro, and carried by roll call vote, to approve the following agenda item:

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)

Ayes: Mesdames; Aklonis, Scepkowski, Best, Guidici Pietro, Marano, Moteiro, Brody, Ryan, Root, Schroeder; Messr: Munoz, Dreyer

Nays: None

Abstain: None

PERSONNEL:

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

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

Ayes: Mesdames; Aklonis, Scepkowski, Best, Guidici Pietro, Marano, Moteiro, Brody, Ryan, Root, Schroeder; Messr: Munoz, Dreyer

Nays: None

Abstain: None

OLD BUSINESS: None

NEW BUSINESS: None

RECOGNIZE THE PUBLIC:

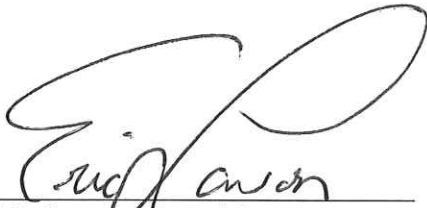
Jeremy Kaplan introduced himself as the new WEA President

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:

On motion of Dr. Guidici Pietro, seconded by Mr. Munoz, and carried by unanimous voice vote, the meeting was adjourned at 7:37 p.m.

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

Eric Larson, Board Secretary