

UNION COUNTY EDUCATIONAL SERVICES COMMISSION
BOARD OF DIRECTORS MEETING
September 4, 2019

AGENDA

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.

1. Roll call by sign in sheet
2. Salute to the flag
3. Cranford Jaycees to present a check to Josh Bornstein, Director of Special Projects, for the Work Readiness Academy from the proceeds from their June golf outing
4. Recognize the public and ask for comments on agenda items only

EXECUTIVE COMMITTEE ACTION:

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

July 16, 2019	Personnel Agenda	(Att. A)
July 19, 2019	Personnel Agenda	(Att. B)
July 22, 2019	Motion	(Att. C)
July 22, 2019	Job Description	(Att. D)
July 22, 2019	Job Description	(Att. E)
July 26, 2019	Motion	(Att. F)
July 26, 2019	Personnel Agenda	(Att. G)
August 9, 2019	Motions	(Att. H)
August 9, 2019	Professional Development Plan 2019 – 2020	(Att. I)
August 9, 2019	Personnel Agenda	(Att. J)
August 23, 2019	Personnel Agenda	(Att. K)
August 23, 2019	Personnel Agenda	(Att. L)
August 30, 2019	Personnel Agenda	(Att. M)

END OF EXECUTIVE COMMITTEE ACTION

MINUTES:

6. Motion to approve the minutes of the Board of Directors Meeting of July 10, 2019 **(Att. 1)**

SUPERINTENDENT’S REPORT

7. Motion to approve the Report of the Superintendent for July-August 2019 (Att. 2)

FINANCE:

8. Motion to approve the Secretary’s Financial Reports:

- Board Secretary Report dated June 30, 2019 (Att. 3)
- Budget Report dated July 31, 2019 (Att. 4)
- Budget Report dated August 31, 2019 (Att. 4A)
- Check Register for the month ended July 2019, in the amount of \$4,013,563.91 (Att. 5)
- Check Register for the month ended August 2019, in the amount of \$2,192,647.49 (Att. 5A)
- Budget transfers for July 2019 (Att. 6)

9. Motion to approve the attached July 2019-August 2019 check register for the School Lunch Account with a total of \$26,688.08 (Att. 7)

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 August 2019

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

11. Motion to appropriate \$297,078 in unanticipated revenue into the following line item in the 2019-2020 budget:

AMOUNT	DESCRIPTION
\$ 297,078	20-511-100-800-0-850
	Nonpublic Security Aid

FINANCE: (con't)

12. Motion to approve the following updated breakfast and lunch program prices for the 2019-2020 school year:

	<u>Crossroads</u>		<u>Hillcrest North & South</u>	
	<u>Elementary</u>		<u>Lamberts Mill Academy</u>	
	<u>Paid</u>	<u>Reduced</u>	<u>Westlake School</u>	<u>Secondary</u>
	<u>Paid</u>	<u>Reduced</u>	<u>Paid</u>	<u>Reduced</u>
<u>Lunch</u>				
Students	3.75	.40	4.25	.40
Max. Per State	3.75	.40	4.25	.40
Adults	4.75	--	4.75	--
Milk & Juice Students	.40	--	.40	--
Milk & Juice Adult	.50	--	.50	--
A La Carte Students	2.00	--	2.00	--
A La Carte Adult	2.50	--	2.50	--
<u>Breakfast</u>				
Students	2.25	.30	2.75	.30
Max. Per State	2.25	.30	2.75	.30
Adults	3.25	--	3.25	--
Milk & Juice Students	.40	--	.40	--
Milk & Juice Adult	.50	--	.50	--

PROGRAMS:

13. Motion to affirm the HIB Reports of Investigation 19-14, 19-15 and 19-16 as presented by the Superintendent in Executive Session July 10, 2019
14. Motion to approve a Contracted Services Agreement with the Fanwood-Scotch Plains YMCA for Community Aquatics Program/Pool Rental from October 8, 2019 through June 2, 2020 at total program cost of \$2,720.00 (32 weeks)
15. Motion to approve the dates of St. Helen's Basketball Program from ~~November 5, 2019~~ **October 15, 2019** through March 6, 2020. The Westlake gym will be used from ~~5:30 pm to 8:45 pm on Tuesdays, Wednesdays and Thursdays; and Friday from 5:30 pm to 8:15 pm~~ **5:00 pm to 8:30 pm on Tuesdays through Fridays** at an hourly rate of \$52. This motion waives Regulation 7510 in view of the proximity of St. Helen's Church to the 1571 Lamberts Mill Road complex and the relationship we have with the church regarding parking, etc. for Commission events
16. Motion to approve the use of both gymnasiums at 1571 Lamberts Mill Road by the Special Olympics of New Jersey, Area 5, New Jersey Hawks basketball team to practice from 6:00 pm to 9:00 pm on Mondays from November 4, 2019 to April 27, 2020. This motion waives the hourly fee and regulation 7510 in consideration of the children with special needs the program serves

PROGRAMS: Con't

17. Motion to accept \$2,000.00 in Union County H.E.A.R.T. (History, Education, Arts Reaching Thousands) grant funds from the Union County Board of Chosen Freeholders. The grant will provide funds for an interactive music program for Hillcrest Academy North students during the 2019-2020 school year
18. Motion to approve a contract for Sandra Marotta of Ashrams for Autism to provide yoga enrichment to Work Readiness Academy students at the rate of \$75.00 per hour every Wednesday for one hour for the period of September 10, 2019 through June 16, 2020
19. Motion to approve the contract between Trinitas Regional Medical Center and the Union County Educational Services Commission for the 2019-2020 school year for the following programs: Lamberts Mill Academy, Westlake School, Hillcrest Academy North and Hillcrest Academy South for a fiscal year fee of \$323,436
20. Motion to approve the Charlotte Danielson Framework for Teaching as the educator evaluation rubric for all teaching staff members
21. Motion to approve evaluation tool New Jersey Principal Evaluation for Professional Learning (NJPEPL) Observation Instrument
22. Motion to accept the approval of the Comprehensive Equity Plan for School Years 2019-20 through 2021-22 by the Union County Office of Education
23. Motion to approve the Student Safety Data System report for January 1 to June 30, 2019 as submitted to the New Jersey Department of Education (Att. 21)
24. Motion to approve the Transition Services Agreement with the Elizabeth Board of Education for the 19-20 school year (Att. 7A)
- 24a. Motion to approve a contract for Patrick Cerria of Tumble Jam, Inc. to provide music enrichment to Westlake School students at the rate of \$100 per hour, 5 hours a week for 36 weeks for a total of \$15,500 in addition to music enrichment to Crossroads School students at the rate of \$100 per hour, 2.5 hours a week for 36 weeks for a total of \$7,750 for the period of September 9, 2019 through June 20, 2020**
- 24b. Motion to approve the 2019-2020 Nurses Standing Orders for Nonpublic School Nurses funded by UCESC (Att. 7B)**

PROGRAMS: Con't

- 24c. Motion to approve the 2019-2020 School Nursing Standing Orders (Att. 7C)**
- 24d. Motion to approve a contract for Paul Del Sordo of Del Martial Arts to provide enrichment instruction at Crossroads School and Westlake School at the rate of \$125 per hour, 4 hours per week for 36 weeks for the period of September 11, 2019 through June 20, 2020**

SUMMER TRANSPORTATION:

25. Motion to approve the attached penalty deductions on summer routes (Att. 8)
26. Motion to approve Amendments to Existing Summer Transportation Contracts dated September 4, 2019, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles (Att. 9)
27. Motion to approve the attached Negotiated Summer Contracts for summer transportation requests 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. 10)

TRANSPORTATION:

28. Motion to approve the results of the Special Education, Vocational, Field Trips, Athletics, Public and Nonpublic Transportation Bid Openings dated July 19, July 24, July 31 and August 7, 2019, and award contracts to the lowest responsible bidders denoted by an asterisk
(Att. 11)
(Att. 12)
(Att. 13)
(Att. 14)
(Att. 15)
(Att. 16)
29. Motion to approve Special Education and Vocational School Transportation Renewals dated September 4, 2019, for the 2019-2020 school year (Att. 17)
30. Motion to approve Nonpublic School Transportation Renewals dated September 4, 2019 for the 2019-2020 school year (Att. 18)

31. Motion to approve the following Commission operated routes and positions at the costs indicated:

CS-13 - ROUTE - \$49,507	CS-13 - BUS AIDE - \$11,023
CS-31 - ROUTE - \$49,507	
CS-116 - ROUTE - \$49,507	CS-116 - BUS AIDE - \$11,023
CS-480 - ROUTE - \$49,507	CS-480 - BUS AIDE - \$11,023

POLICIES/REGULATIONS:

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

P 2416	Programs for Pregnant Students
P 3432	Sick Leave (Teaching Staff Members)
R 3432	Sick Leave (Teaching Staff Members)
P 4432	Sick Leave (Support Staff)
R 4432	Sick Leave (Support Staff)
P 4433	Vacation Policy for 12-Month Support Staff
P 4433.1	Unused Sick Day Reimbursement for Fulltime Support Staff Not Represented by An Association
P 5752	Marital Status and Pregnancy

TRAVEL AND RELATED EXPENSES:

33. 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. 19)**

EXECUTIVE SESSION:

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

PERSONNEL:

35. Motion to approve the Personnel Agenda dated September 4, 2019 as recommended by the Superintendent **(Att. 20)**

OLD BUSINESS:

NEW BUSINESS:

RECOGNIZE THE PUBLIC:

DATE OF NEXT MEETING:

The next meeting of the Board of Directors will be at 7:00 p.m., Wednesday, October 2, 2019, in the second floor conference room at 45 Cardinal Drive, Westfield, NJ

ADJOURNMENT: