

UNION COUNTY EDUCATIONAL SERVICES COMMISSION  
BOARD OF DIRECTORS MEETING  
October 2, 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. Presentation by John Marquet, Principal at Hillcrest Academy North
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:

|                    |                             |          |
|--------------------|-----------------------------|----------|
| September 6, 2019  | Travel and Related Expenses | (Att. A) |
| September 20, 2019 | Personnel Agenda            | (Att. B) |

**END OF EXECUTIVE COMMITTEE ACTION**

**MINUTES:**

6. Motion to approve the minutes of the Board of Directors Meeting of September 4, 2019 (Att. 1)

**REPORT:**

7. Motion to approve the report of the Superintendent for September 2019 (Att. 2)

**FINANCE:**

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

|  |          |
|--|----------|
| Board Secretary Report dated <del>June 30, 2019</del> <b>August 31, 2019</b>       | (Att. 3) |
| Budget Report dated September 30, 2019   | (Att. 4) |
| Check Register for the month ended September 2019, in the amount of \$4,967,756.42 | (Att. 5) |
| Budget transfers for September 2019  | (Att. 6) |

FINANCE: (con't)

- 9. Motion to approve the attached September 30, 2019 check register for the School Lunch Account with a total of \$ 6,470.19 **(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 September 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 \$4,030,000 in unanticipated revenue into the following line items on the 2019-2020 budget:

| Amount       | Description  |
|--------------|--|
| \$ 3,400,000 | 11-000-270-511-0-901-000<br>Contracted Services - Routes |
| \$ 630,000   | 11-000-270-511-1-901-000<br>Contracted Services - Aides  |

- 12. Motion to approve the results of the sale of 2 school buses to the highest offer

| Plate    | Model                     | Mileage | VIN               | Sale Price | Buyer                |
|----------|---------------------------|---------|-------------------|------------|----------------------|
| S1 -S827 | 2006 International CE 200 | 117,093 | 4DRBUAFM66B261364 | 1,500      | Layla Transportation |
| S1 -S827 | 2008 Thomas 310           | 89,142  | 4UZABPDK48CZ20058 | 3,000      | Layla Transportation |

PROGRAMS:

- 13. Motion to approve the contract between Dr. Paul Callahan, 2557 Massachusetts Avenue, Cambridge, MA 02140 and the Union County Educational Services Commission to provide one (1) hour per week of Miller Method Therapy Services at \$175 per hour at Crossroads School during the 2019-2020 school year
  
- 14. Motion to approve an agreement between UCESC and the Elizabeth Board of Education to provide Title I nonpublic services with an entitlement of \$ 31,126 for the 2019-2020 school year
  
- 15. Motion to approve an agreement between UCESC and the Linden Board of Education to provide Title I nonpublic services with an entitlement of \$ 617 for the 2019-2020 school year
  
- 16. Motion to approve an agreement between UCESC and the Roselle Board of Education to provide Title I nonpublic services with an entitlement of \$ 8,942 for the 2019-2020 school year

PROGRAMS: Con't

17. Motion to approve an agreement between UCESC and the Union Board of Education to provide Title I nonpublic services with an entitlement of \$ 3,520 for the 2019-2020 school year
18. Motion to approve an agreement between UCESC and the Plainfield Board of Education to provide Title I nonpublic services with an entitlement of \$ 2,573 for the 2019-2020 school year
19. Motion to approve an agreement between UCESC and the Rahway Board of Education to provide Title I nonpublic services with an entitlement of \$ 294 for the 2019-2020 school year
20. Motion to approve the contract with Learn Well Education (formerly Education Inc.) to provide home instruction/bedside instruction for Non Public students for the 2019-2020 school year
21. Motion to approve Music for All Seasons to provide five (5) interactive, educational programs for approximately 50-60 minutes each for students at Hillcrest Academy North. The fee for October 15, 2019 – June 30, 2020 is \$2,500. The Union County Board of Chosen Freeholders is paying \$2,000 through the Union County H.E.A.R.T. Grant. The Commission will provide \$500 to the Union County Board of Chosen Freeholder's contribution. This brings the total to \$2,500 to be paid to Music for All Seasons.
22. Motion to approve St. Helen's Youth Ministry to hold their retreat at Hillcrest Academy South on Saturday, November 23, 2019 and Sunday, November 24, 2019 from 8:30 am to 8:00 pm. The following Hillcrest Academy South rooms will be used: H53, H52, H51, H50, H49, H84, H96, Cafeteria, and Gymnasium. The cost for this two day event is \$650.00. 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
23. Motion to approve a contract for Patrick Cerria of Tumble Jam, Inc. to provide music enrichment to Westlake School students at the rate of \$100.00 per hour, seven (7) hours a week for the period of September 5, 2019 through June 24, 2020
- 23a. Motion to approve the Memorandum of Understanding for Project SEARCH Program in partnership with Overlook Medical Center (part of Atlantic Healthcare Systems) for the period of July 1, 2019 to June 30, 2022**
- 23b. Motion to approve a Clinical Education Agreement between the School of Health Sciences at Quinnipiac University in Hamden, Connecticut and Crossroads School for purposes of continuing the clinical education of Occupational Therapy graduate students during the 2019-2020 school year.**

TRANSPORTATION:

24. Motion to approve Amendments to Existing Transportation Contracts dated October 2, 2019, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles (Att. 8)
25. Motion to approve the attached penalty deductions (Att. 9)
26. Motion to approve the Emergency Contract payments for the month of September to the listed contractors at the costs indicated (Att. 10)
27. Motion to approve the attached Emergency/Negotiated Contracts (Att. 11)
- 27a. Motion to approve revised Agreement for Participation in Coordinated Transportation Routes**

POLICIES AND REGULATIONS:

28. Motion to approve the following new and/or revised bylaws, policies or regulations for a first reading:
  - P 3159 Teaching Staff Members/School District Reporting Responsibilities
  - P 3218 Use, Possession, or Distribution of Substances
  - R 3218 Use, Possession, or Distribution of Substances
  - P 4218 Use, Possession, or Distribution of Substances
  - R 4218 Use, Possession, or Distribution of Substances
  - P 9210 Parent Organizations
  - P 9400 Media Relations

TRAVEL AND RELATED EXPENSES:

29. 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. 12)

EXECUTIVE SESSION:

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

PERSONNEL:

31. Motion to approve the Personnel Agenda dated October 2, 2019 as recommended by the Superintendent **(Att. 13)**

OLD BUSINESS:

NEW BUSINESS:

RECOGNIZE THE PUBLIC:

DATE OF NEXT MEETING:

The next meeting of the Board of Directors will be November 6, 2019 at 7:00 pm, in the second floor conference room at 45 Cardinal Drive, Westfield, NJ.

ADJOURNMENT: