

Union County Educational Services Commission

BOARD OF DIRECTORS MEETING

November 6, 2019

MINUTES

A meeting of the Union County Educational Services Commission Representative Assembly was held on Wednesday, November 6, 2019 in the 2nd floor conference room of the Commission Offices at 45 Cardinal Drive, Westfield, NJ.

CALL TO ORDER:

The meeting was called to order at 7:03p.m. Ms. Helen Kirsch 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, 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.

ROLL CALL:

Roll call was by sign in sheet. There were present:

Berkeley Heights	Ms. Helen Kirsch
Clark	
Cranford	
Elizabeth	
Garwood	Ms. Christine Guerriero
Hillside	
Kenilworth	Dr. Michelle Panichi
Linden	
Mountainside	
New Providence	Ms. Mary Misiukiewicz
Plainfield	
Rahway	Ms. Deborah Bridges
Roselle	
Roselle Park	
Scotch Plains/Fanwood	Ms. Deb Brody
Springfield	Mr. Scott Donner
Summit	
Union	
U. C. Vo-Tech	Ms. Gwen Ryan
Westfield	Mr. Brian Morrissey
Winfield	Ms. Shana LaRocca
Superintendent	Ms. Terry Foppert
Assistant Superintendent	Mr. Michael Kowalski
Board Secretary	Mr. Eric Larson

SALUTE TO FLAG:

PRESENTATION:

Presentation by Reed Leibfried, Principal of Crossroads School

RECOGNIZE THE PUBLIC:

EXECUTIVE COMMITTEE ACTION:

It was moved by Mr. Morrissey, seconded by Ms. Misiukiewicz and carried by unanimous voice vote, to approve the following Executive Committee actions:

A. Motion to approve the following Executive Committee actions:

Personnel Agenda – October 11, 2019 (Att. A)
Personnel Agenda – October 21, 2019 (Att. B)

Ayes: Mesdames; Kirsch, Panichi, Misiukiewicz, Bridges, Brody, Ryan, LaRocca; Messr: Morrissey

Nays: None Abstain: Guerriero
Donner

MINUTES:

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

A. Motion to approve the minutes of the Board of Directors Meeting of October 2, 2019 (Att. 1)

Abstain: Guerriero
Donner
Misiukiewicz
Brody
LaRocca

SUPERINTENDENT'S REPORT:

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

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

FINANCE:

It was moved by Ms. Guerriero, seconded by Mr. Morrissey 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, 2019 (Att. 3)
- Budget Report dated October 31, 2019 (Att. 4)
- Check Register for the month ended October 2019, in the amount of \$ 6,020,117.61 (Att. 5)
- Budget transfers for October 2019 (Att. 6)

B. Motion to approve the attached October 31, 2019 check register for the School Lunch Account with a total of \$ 18,585.22 (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 September 2019

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 a lease with Document Solutions for installation and servicing of 14 water filtration machines at a cost of \$896 per month

E. Motion to contract with Partner Engineering and Science Inc. to provide health, safety and environmental compliance services to the Union County Educational Services Commission and the seven districts and one charter school participating in the full scope of services, plus two districts participating in blood borne pathogen services only, at a cost of \$80,000, effective July 1, 2019 through June 30, 2020

F. Motion to approve contract with Ralph Checchio for snow removal for the 19-20 school year (Att. 8)

G. Motion to approve additional CST rates reflected in bold italics for 19-20 school year (Att. 9)

Ayes: Mesdames; Kirsch, Guerriero, Panichi, Misiukiewicz, Bridges, Brody, Ryan, LaRocca; Messr: Donner, Morrissey

Nays: None

Abstain: Ryan (E)
Panichi (E)
LaRocca (E)

PROGRAMS:

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

- A. Motion to affirm the HIB Report of Investigations 20-1 and 20-2 as presented by the Superintendent in Executive Session October 2, 2019
- B. Motion to approve the report of the 2018-2019 NJSLA and DLM assessment results
(Att. 10 – To be distributed)

Ayes: Mesdames; Kirsch, Guerriero, Panichi, Misiukiewicz, Bridges, Brody, Ryan, LaRocca; Messr: Donner, Morrissey

Nays:	None	Abstain:	Guerriero (A) Brody (A) Donner (A) LaRocca (A) Misiukiewicz (A)
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TRANSPORTATION:

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

- A. Motion to approve Amendments to Existing Transportation Contracts dated November 6, 2019, 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)**
- E. Motion to approve the results of the Special Education & Vocational School Transportation Bid Opening date October 30, 2019 and award contracts to the lowest **(Att. 15)**

Ayes: Mesdames; Kirsch, Guerriero, Panichi, Misiukiewicz, Bridges, Brody, Ryan, LaRocca; Messr: Donner, Morrissey

Nays:	None	Abstain:	None
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All Board Members abstain from approving their own districts in item (E).

POLICIES/REGULATIONS:

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

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

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

- B. Motion to approve the following new policy and regulation for a first reading and adoption:

P1642	Earned Sick Leave Law
R1642	Earned Sick Leave Law

Ayes: Mesdames; Kirsch, Guerriero, Panichi, Misiukiewicz, Bridges, Brody, Ryan, LaRocca; Messr: Donner, Morrissey

Nays: None Abstain: None

It was moved by Ms. Ryan, seconded by Mr. Morrissey and carried by unanimous voice vote, to approve the following Agenda items:

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

P 4219	Commercial Driver's License Controlled Substance and Alcohol Use Testing
P 6112	Reimbursement of Federal and Other Grant Expenditures
R 6112	Reimbursement of Federal and Other Grant Expenditures
P 8600	Student Transportation
R 8600	Student Transportation
P 8630	Bus Driver/Bus Aide Responsibility
R 8630	Bus Driver/Bus Aide Responsibility
P 8670	Transportation of Special Needs Students

TRAVEL AND RELATED EXPENSES:

It was moved by Ms Ryan seconded by Mr. Donner 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 **(Att. 16)**

Ayes: Mesdames; Kirsch, Guerriero, Panichi, Misiukiewicz, Bridges, Brody, Ryan, LaRocca; Messr: Donner, Morrissey

Nays: None Abstain: None

CLOSED SESSION:

It was moved by Mr. Donner, seconded by Ms. Brody and carried by roll call vote, to move into executive session at 8:00 p.m. 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.

The Board of Directors meeting returned to open session at 8:12 p.m. on motion of Mr. Morrissey seconded by Mr. Donner and carried by unanimous voice vote.

PERSONNEL:

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

- A. Motion to approve the personnel agenda dated November 6, 2019 as recommended by the Superintendent **(Att.17)**

Ayes: Mesdames; Kirsch, Guerriero, Panichi, Misiukiewicz, Bridges, Brody, Ryan, LaRocca; Messr: Donner, Morrissey

Nays: None Abstain: None

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, December 4, 2019, in the second floor conference room at 45 Cardinal Drive, Westfield, NJ

ADJOURNMENT:

On motion of Mr. Donner, seconded by Ms. Guerriero and carried voice vote, the meeting was adjourned at 8:15 p.m.

Eric Larson, Board Secretary