

Union County Educational Services Commission

BOARD OF DIRECTORS MEETING

December 4, 2019

MINUTES

A meeting of the Union County Educational Services Commission Representative Assembly was held on Wednesday, December 4, 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 7:00p.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	Ms. Lorraine Aklonis
Cranford	
Elizabeth	
Garwood	
Hillside	
Kenilworth	Dr. Michelle Panichi
Linden	
Mountainside	
New Providence	
Plainfield	Ms. Lynn Anderson-Person
Rahway	Ms. Deborah Bridges
Roselle	Ms. Delia Ware-Tibbs
Roselle Park	
Scotch Plains/Fanwood	Ms. Deb Brody
Springfield	Mr. Scott Donner
Summit	
Union	Ms. Mary Lynn Williams
U. C. Vo-Tech	Ms. Gwen Ryan
Westfield	Mr. Brian Morrissey
Winfield	Ms. Maureen Byrne
Superintendent	
Assistant Superintendent	
Board Secretary	Mr. Eric Larson

SALUTE TO FLAG:

PRESENTATION:

Presentation by Dr. Jason Balsamello, Principal of Hillcrest Academy South

RECOGNIZE THE PUBLIC:

EXECUTIVE COMMITTEE ACTION:

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

A. Motion to approve the following Executive Committee actions:

Personnel Agenda –	November 7, 2019	(Att. A)
Personnel Agenda –	November 14, 2019	(Att. B)
Travel & Related Expense --	November 7, 2019	(Att. C)

Ayes: Mesdames; Kirsch, Panichi, Anderson-Person, Bridges, Ware-Tibbs, Ryan, Byrne; Messr:
Donner

Nays:	None	Abstain:	Aklonis Williams
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MINUTES:

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

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

Abstain:	Aklonis Anderson-Person Ware-Tibbs Williams
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SUPERINTENDENT'S REPORT:

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

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

FINANCE:

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

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

Board Secretary's Report dated October 31, 2019	(Att. 3)
Detailed Budget Report & Summary Budget Report dated 11/30/19	(Att. 4)
Check Register for the month ended November 2019 the amount of \$5,185,213.12	(Att. 5)
Budget adjustments and line item transfers for November 2019	(Att. 6)

B. Motion to approve the attached check register for the School Lunch Account
November 2019 with a total of \$ 24,069.93 (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 October 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 contract with eRate 360 Solutions to administer the eRate program for funding years 20-21, 21-22, 22-23 at a rate of \$3,500 per year (Att.8)

Ayes: Mesdames; Kirsch, Aklonis, Panichi, Anderson-Person, Bridges, Ware-Tibbs, Williams, Ryan, Byrne; Messr: Donner

Nays: None

Abstain: None

PROGRAMS:

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

A. Motion to affirm the HIB Report of Investigations 20-3, 20-4, and 20-5 as presented by the Superintendent in Executive Session November 6, 2019

B. Motion to approve the following dates for the 2020 ESY programs from Wednesday, July 1, 2020 to Wednesday, August 12, 2020 with schools closed on Friday, July 3, 2020 in observance of July 4th holiday

PROGRAMS: (cont'd)

- C. Motion to approve contract with ESS to provide sourcing for teacher and paraprofessional substitutes for the period January 1 through June 30, 2020 (Att.15)
- D. Motion to approve the fee of \$25 per 30 minute group of speech therapy provided to students to Lamberts Mill Academy
- E. Motion to approve the submission of a Progress Report to the Columbia Bank Foundation related to a grant awarded to Lamberts Mill Academy on May 29, 2019

Ayes: Mesdames; Kirsch, Aklonis, Panichi, Anderson-Person, Bridges, Ware-Tibbs, Williams, Ryan, Byrne; Messr: Donner, Morrissey

Nays: None

Abstain: None

TRANSPORTATION:

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

- A. Motion to approve Amendments to Existing Transportation Contracts dated December 4, 2019, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles (Att. 9)
- B. Motion to approve the attached penalty deductions (Att. 10)
- C. Motion to approve Emergency Contract payments for the month of November to the listed contractors at the costs indicated (Att. 11)
- D. Motion to approve the attached Emergency/Negotiated contracts (Att. 12)

Ayes: Mesdames; Kirsch, Aklonis, Panichi, Anderson-Person, Bridges, Ware-Tibbs, Williams, Ryan, Byrne; Messr: Donner, Morrissey

Nays: None

Abstain: None

Board members abstain from any contracts involving their districts

POLICIES/REGULATIONS:

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

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

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

Ayes: Mesdames; Kirsch, Aklonis, Panichi, Anderson-Person, Bridges, Ware-Tibbs, Williams, Ryan, Byrne; Messr: Donner, Morrissey

Nays: None

Abstain: None

TRAVEL AND RELATED EXPENSES:

It was moved by Ms. Byrne, seconded by Mr. Morrissey 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. 13)

Ayes: Mesdames; Kirsch, Aklonis, Panichi, Anderson-Person, Bridges, Ware-Tibbs, Williams, Ryan, Byrne; Messr: Donner, Morrissey

Nays: None

Abstain: None

CLOSED SESSION:

It was moved by Ms. Aklonis, seconded by Ms. Ryan and carried by roll call vote, to move into executive session at 7:26 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 7:36 p.m. on motion of Ms. Byrne seconded by Ms. Aklonis and carried by unanimous voice vote.

PERSONNEL:

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

- A. Motion to approve the personnel agenda dated December 4, 2019 as recommended by the Superintendent (Att. 14)

Ayes: Mesdames; Kirsch, Aklonis, Panichi, Anderson-Person, Bridges, Ware-Tibbs, Brody, Williams, Ryan, Byrne; Messr: Morrissey

Nays: None

Abstain: None

OLD BUSINESS:

Ms. Kirsch reported that a bill to give tax cap relief to districts who lost state aid was passed

NEW BUSINESS:

RECOGNIZE THE PUBLIC:

Patricia Convery and Patricia Cero mentioned that items are for sale which were made by the Westlake Students.

DATE OF NEXT MEETING:

The next meeting of the Board of Directors will be at 7:00 p.m., Wednesday, January 8, 2020, in the second floor conference room at 45 Cardinal Drive, Westfield, NJ

ADJOURNMENT:

On motion of Mr. Donner, seconded by Ms. Anderson-Person and carried voice vote, the meeting was adjourned at 7:45 p.m.

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

Eric Larson, Board Secretary