

## Union County Educational Services Commission

## BOARD OF DIRECTORS MEETING

January 8, 2020

MINUTES

A meeting of the Union County Educational Services Commission Representative Assembly was held on Wednesday, January 8, 2020 in the 2<sup>nd</sup> floor conference room of the Commission Offices at 45 Cardinal Drive, Westfield, NJ.

CALL TO ORDER:

The meeting was called to order at 7:08 p.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

Clark

Cranford

Elizabeth

Garwood

Hillside

Kenilworth

Linden

Mountainside

New Providence

Plainfield

Rahway

Roselle

Roselle Park

Scotch Plains/Fanwood

Springfield

Summit

Union

U. C. Vo-Tech

Westfield

Winfield

Superintendent

Assistant Superintendent

Board Secretary

Ms. Helen Kirsch

Ms. Lorraine Aklonis

Ms. Nicole Sherrin Kessler

Dr. Michelle Panichi

Ms. Doris Johnson

Ms. Deborah Bridges

Mr. Rupert Pond/Ms. Delia Ware-Tibbs

Ms. Deb Brody

Ms. Gwen Ryan

Ms. Terry Foppert

Mr. Michael Kowalski

Mr. Eric Larson

SALUTE TO FLAG:

PRESENTATION:

Suplee, Clooney & Company presented the 2018-2019 Audit Report

Presentation by Josh Bornstein, Director of Special Projects

RECOGNIZE THE PUBLIC:

MINUTES:

It was moved by Ms. Johnson, 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 December 4, 2019  
(Att. 1)

SUPERINTENDENT'S REPORT:

It was moved by Ms. Aklonis, seconded by Dr. Panichi and carried by unanimous voice vote, to approve the following:

- A. Motion to approve the Report of the Superintendent for January 2020  
(Att. 2)

FINANCE:

It was moved by Ms. Johnson, seconded by Dr. Panichi 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 December 2019                                | (Att. 3) |
| Detailed Budget Report & Summary Budget Report dated 12/31/19               | (Att. 4) |
| Check Register for the month ended in 12/31/19 the amount of \$4,768,359.67 | (Att. 5) |
| Budget adjustments and line item transfers for December 2019                | (Att. 6) |
- B. Motion to approve the attached check register for the School Lunch Account November 2019 with a total of \$22,005.75  
(Att. 7)

FINANCE: (cont'd)

- 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 December 2019

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

- D. Motion accepting the audit for the fiscal year ending June 30, 2019 as presented by the Commission Auditors. No corrective action plan is needed. **(Att. 8)**  
**(Att. 8A)**
- E. Motion to approve the Schedule of Tuitions, Fees and Surcharges for the Union County Educational Services Commission's Programs and Services for the 2020-2021 school year **(Att. 9)**
- F. Motion to approve \$1,400,000 in unanticipated revenue into the following line item in the 2019-2020 budget to reflect 19-20 IDEA Funding:

AMOUNT	DESCRIPTION
\$700,000	20-140-100-101-0-670-000
	Salary Teachers
\$700,000	20-190-100-610-0-670-000
	Teaching Supplies

Ayes: Mesdames; Kirsch, Aklonis, Sherrin-Kessler, Panichi, Johnson, Bridges, Brody, Ryan; Messr: Pond

Nays: None

Abstain: None

PROGRAMS:

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

- A. Motion to affirm the HIB Report of Investigations 20-6, 20-7 and 20-8 as presented by the Superintendent in Executive Session on December 4, 2019
- B. Motion to approve the SSDS Report for Period 1 – September 1, 2019 to December 31, 2019 for all Commission schools **(Att. 10)**
- C. Motion to approve the Memorandum of Agreement between the Westfield Police Department and the Union County Educational Services Commission

PROGRAMS: (cont'd)

- D. Motion to approve the Memorandum of Agreement between the Scotch Plains Police Department and the Union County Educational Services Commission

Ayes: Mesdames; Kirsch, Aklonis, Panichi, Johnson, Bridges, Brody, Ryan; Messr: Pond

Nays: None

Abstain: Sherrin-Kessler

TRANSPORTATION:

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

- A. Motion to approve Amendments to Existing Transportation Contracts dated January 8, 2020, 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 Emergency Contract payments for the month of December to the listed contractors at the costs indicated (Att. 13)
- D. Motion to approve the attached Emergency/Negotiated Contracts (Att. 14)

Ayes: Mesdames; Kirsch, Aklonis, Sherrin-Kessler, Panichi, Johnson, Bridges, Brody, Ryan; Messr: Pond

Nays: None

Abstain: None

*Board members abstain from any contracts involving their districts*

TRAVEL AND RELATED EXPENSES:

It was moved by Ms. Ryan, seconded by Dr. Panichi 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. 15)

Ayes: Mesdames; Kirsch, Aklonis, Sherrin-Kessler, Panichi, Johnson, Bridges, Brody, Ryan; Messr: Pond

Nays: None

Abstain: None

CLOSED SESSION:

It was moved by Ms. Aklonis, seconded by Dr. Panichi and carried by roll call vote, to move into executive session at 7:57 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 8:17 p.m. on motion of Ms. Aklonis seconded by Ms. Ryan and carried by unanimous voice vote.

PERSONNEL:

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

- A. Motion to approve the personnel agenda dated January 2, 2020 as recommended by the Superintendent (Att. 16)

Ayes: Mesdames; Kirsch, Aklonis, Sherrin-Kessler, Panichi, Johnson, Bridges, Brody, Ryan; Messr: Pond

Nays: None

Abstain: None

OLD BUSINESS:

NEW BUSINESS:

RECOGNIZE THE PUBLIC:

Pat Convery asked if existing substitutes could get preference in the new substitute system.

DATE OF NEXT MEETING:

The next meeting of the Board of Directors will be at 7:00 p.m., Wednesday, February 5, 2020, in the second floor conference room at 45 Cardinal Drive, Westfield, NJ

ADJOURNMENT:

On motion of Dr. Panichi, seconded by Ms. Johnson and carried voice vote, the meeting was adjourned at 8:27 p.m.

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

Eric Larson, Board Secretary