

Union County Educational Services Commission

BOARD OF DIRECTORS MEETING

June 3, 2020

MINUTES

A meeting of the Union County Educational Services Commission Representative Assembly was held on Wednesday, June 3, 2020.

CALL TO ORDER:

The meeting was called to order at 8:00 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 on the front entrances 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; by filing with the County Superintendent of Schools, 300 North Avenue, East, Westfield and the County Clerk of Union County, Elizabeth, and advertising in the STAR LEDGER, Newark, all in New Jersey. It should be noted that this meeting was held remotely using a call-in number.

ROLL CALL:

Roll call by verbal roll call. There were present:

Berkeley Heights	Ms. Helen Kirsch
Clark	Ms. Lorraine Aklonis
Cranford	
Elizabeth	Ms. Nathalie Hernandez
Garwood	Ms. Christine Guerriero
Hillside	Ms. Laquana Best
Kenilworth	Dr. Michelle Panichi
Linden	
Mountainside	Dr. Dana Guidiciopietro
New Providence	Ms. Mary Misiukiewicz
Plainfield	
Rahway	
Roselle	Ms. Delia Ware-Tibbs
Roselle Park	
Scotch Plains/Fanwood	
Springfield	Mr. Hector Munoz
Summit	
Union	
U. C. Vo-Tech	Ms. Gwen Ryan
Westfield	Mr. Brian Morrissey
Winfield	Ms. Maureen Byrne
Superintendent	Ms. Terry Foppert
Assistant Superintendent	Mr. Michael Kowalski
Board Secretary	Mr. Eric Larson

RECOGNIZE THE PUBLIC:

Congratulations to all the teachers recognized tonight

MINUTES:

It was moved by Ms. Guerriero, seconded by Ms. Ware-Tibbs, and carried by a unanimous vote, to approve the following:

- A. Motion to approve the minutes of the Board of Directors Meeting of May 6, 2020 **(Att. 1)**

SUPERINTENDENT’S REPORT:

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

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

FINANCE:

It was moved by Ms. Guerriero, seconded by Ms. Ryan, 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 April 30, 2020 | (Att. 3) |
| Budget Report dated May 31, 2020 | (Att. 4) |
| Check Register for the month ended 5/31/19 the amount of \$2,025,599.15 | (Att. 5) |
| Report of Payments for March Transportation payment of \$1,443,747.12 | (Att. 5a) |
| Budget adjustments and line item transfers for May 2020 | (Att. 6) |

- B. 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 May 2020

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

FINANCE: Con't

- C. Motion to approve the attached May 2020 check register for the School Lunch Account with a total of \$1,555.34 **(Att. 7)**
- D. 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 \$72,500 effective July 1, 2020 through June 30, 2021
- E. Motion to approve the following breakfast and lunch program prices for the 2020-2021 school year:

	<u>Crossroads</u>		<u>Westlake</u>		<u>Hillcrest North & South Lamberts Mill Academy</u>	
	<u>Elementary</u>		<u>Middle</u>		<u>Secondary</u>	
	<u>Paid</u>	<u>Reduced</u>	<u>Paid</u>	<u>Reduced</u>	<u>Paid</u>	<u>Reduced</u>
<u>Lunch</u>						
Students	3.75	.40	4.00	.40	4.25	.40
Max. Per State	3.75	.40	4.00	.40	4.25	.40
Adults	4.75	--	4.75	--	4.75	--
Milk & Juice Students	.40	--	.40	--	.40	--
Milk & Juice Adult	.50	--	.50	--	.50	--
A La Carte Students	2.00	--	2.00	--	2.00	--
A La Carte Adult	2.50	--	2.50	--	2.50	--
<u>Breakfast</u>						
Students	2.25	.30	2.50	.30	2.75	.30
Max. Per State	2.25	.30	2.50	.30	2.75	.30
Adults	3.25	--	3.25	--	3.25	--
Milk & Juice Students	.40	--	.40	--	.40	--
Milk & Juice Adult	.50	--	.50	--	.50	--

- F. Motion to extend the lease agreement between A.M. School Associates and the Union County Educational Services Commission for Hillcrest Academy's North Campus located at 2630 Plainfield Avenue in Scotch Plains, NJ for the period July 1, 2020 through June 30, 2022 at the following yearly rents:

<u>Term</u>	<u>Amount</u>
July 1, 2020 to June 30, 2021	\$193,452.00
July 1, 2021 to June 30, 2022	\$197,321.00

Ayes: Mesdames; Kirsch, Aklonis, Hernandez, Guerriero, Best, Panichi, Misiukiewicz, Ware-Tibbs, Ryan, Byrne; Messr: Munoz, Morrissey

Nays: None

Abstain: None

PROGRAMS:

It was moved by Ms. Guerriero, 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 20-19 as presented by the Superintendent in Executive Session May 6, 2020
- B. Motion to approve the Project Search Program in partnership with Overlook Medical Center (part of Atlantic Healthcare Systems) for the school year July 1, 2020 to June 30, 2021
- C. Motion to approve the revised School Health-Related Closure Preparedness Plan for UCESC schools and programs as was submitted to the Union Office of Education on May 22, 2020
- D. Motion to approve the contract between Trinitas Regional Medical Center and the Union County Educational Services Commission for the 2020-2021 school year for the following programs: Lamberts Mill Academy, Westlake School, Hillcrest Academy North and Hillcrest Academy South for a fiscal year fee of \$313,511
- E. Motion to approve a contract for Paul Del Sordo of Del Martial Arts to provide enrichment instruction in the Extended School Year Program at Crossroads School and Westlake School at the rate of \$110 per hour for 2.5 hours per week from July 1 - August 12, 2020.
- F. Motion to approve a contract for Patrick Cerria of TumbleJam Music to provide enrichment instruction in the Extended School Year Program at Crossroads School and Westlake School at the rate of \$100.00 per hour for 5 hours per week from July 1 - August 12, 2020.
- G. Motion to approve a contract for Sandra Marotta of Ashrams for Autism to provide yoga enrichment instruction in the Extended School Year Program at the Work Readiness Academy at the rate of \$75.00 per 45-minute session for a total of 6 sessions from of July 1 - August 12, 2020.

Ayes: Mesdames; Kirsch, Aklonis, Hernandez, Guerriero, Best, Panichi, Misiukiewicz, Ware-Tibbs, Ryan, Byrne; Messr: Munoz, Morrissey

Nays: None

Abstain: None

TRAVEL AND RELATED EXPENSES:

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

21. 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 Related Expense Reimbursement Form **(Att. 8)**

Ayes: Mesdames; Kirsch, Aklonis, Hernandez, Guerriero, Best, Panichi, Misiukiewicz, Ware-Tibbs, Ryan, Byrne; Messr: Munoz, Morrissey

Nays: None

Abstain : None

POLICIES/REGULATIONS:

It was moved by Ms. Guerriero seconded by Mr. Munoz, 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 first reading:

P 1581	Domestic Violence
R 1581	Domestic Violence
P 2422	Health and Physical Education
P 3421.13	Postnatal Accommodations
P 4421.13	Postnatal Accommodations
P 5330	Administration of Medicine
R 5330	Administration of Medicine
P 7243	Supervision of Construction
P 8210	School Year
P 8220	School Day
R 8220	School Day
P 8462	Reporting Potentially Missing or Abused Children

Ayes: Mesdames; Kirsch, Aklonis, Hernandez, Guerriero, Best, Panichi, Misiukiewicz, Ware-Tibbs, Ryan, Byrne; Messr: Munoz, Morrissey

Nays: None

Abstain : None

PERSONNEL:

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

- A. Motion to approve the Personnel Agenda dated June 3, 2020 as recommended by the Superintendent **(Att. 9)**
- B. Motion to approve the Personnel Agenda for Extended School Year Programs dated June 3, 2020 as recommended by the Superintendent **(Att. 10)**
- C. Motion to approve the 2020-2021 Annual Personnel Agenda for Substitutes and Tutors **(Att. 11)**
- D. Motion to approve the contract of Mr. Eric Larson, Business Administrator/Board Secretary, as approved by the Interim Executive Union County Superintendent for the July 1, 2020 – June 30, 2021 school year
- E. Motion to approve the contract of Mr. Michael Kowalski, Assistant Superintendent of Schools, as approved by the Interim Executive Union County Superintendent for the July 1, 2020 – June 30, 2021 school year
- F. Motion to establish summer hours with a 12 pm dismissal on Friday August 14, 21 and 28, 2020

Ayes: Mesdames; Kirsch, Aklonis, Hernandez, Guerriero, Best, Panichi, Misiukiewicz, Ware-Tibbs, Ryan, Byrne; Messr: Munoz, Morrissey

Nays: None

Abstain: None

OLD BUSINESS: None

NEW BUSINESS: None

RECOGNIZE THE PUBLIC: None

DATE OF NEXT MEETING:

The next meeting of the Board of Directors will be at 7:00 p.m., Wednesday, July 1. It should be noted that this meeting was held remotely using a call-in number.

ADJOURNMENT:

On motion of Mr. Morrissey, seconded by Ms. Guerriero, and carried voice vote, the meeting was adjourned at 8:42 p.m.

CLOSED SESSION:

It was moved by Ms. Aklonis, seconded by Ms. Guerriero, and carried by roll call vote, to move into executive session at 8:15 p.m. for the purpose of discussing personnel and personnel matters. Any discussion held by the Board which need not remain confidential will be made public as soon as practicable.

Make note that no action will be taken from this session and this ends the public portion of the meeting.

The Board of Directors meeting returned to open session at 8:41 p.m. on motion of Ms. Aklonis seconded by Ms. Ware-Tibbs and carried by unanimous voice vote.

Eric Larson, Board Secretary