

Union County Educational Services Commission

BOARD OF DIRECTORS MEETING

December 2, 2020

MINUTES

A meeting of the Union County Educational Services Commission Representative Assembly was held on Wednesday, December 2, 2020.

CALL TO ORDER:

The meeting was called to order at 7:04 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	
Garwood	
Hillside	Ms. Laquana Best
Kenilworth	Dr. Michelle Panichi
Linden	
Mountainside	
New Providence	
Plainfield	
Rahway	
Roselle	Ms. Delia Ware-Tibbs
Roselle Park	
Scotch Plains/Fanwood	Ms. Deb Brody*
Springfield	
Summit	
Union	Ms. Mary Lynn Williams
U. C. Vo-Tech	Ms. Gwen Ryan
Westfield	Mr. Brian Morrissey*
Winfield	Ms. Maureen Byrne
Acting Superintendent	Mr. Michael Kowalski
Board Secretary	Mr. Eric Larson

*arrived after the attendance roll call

SALUTE TO THE FLAG:

RECOGNIZE THE PUBLIC:

EXECUTIVE COMMITTEE ACTION:

It was moved by Ms. Aklonis, seconded by Ms. Ryan, and carried by roll call vote, to approve the following Executive Committee action:

- A. Motion to approve the following Executive Committee Action:

November 16, 2020 – Motions

(Att. A)

Ayes: Mesdames; Kirsch, Aklonis, Best, Panichi, Ware -Tibbs, Williams, Ryan, Byrne; Messr:

Nays: None

Abstain: None

MINUTES:

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

- A. Motion to approve the minutes of the Board of Directors Meeting of October 7, 2020

(Att. 1)

Nays: None

Abstain: Ware-Tibbs
Best
Williams
Byrne
Brody

SUPERINTENDENT'S REPORT:

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

- A. Motion to approve the Report of the Superintendent dated November 4, 2020

(Att. 2)

FINANCE:

It was moved by Mr. Morrissey, 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 October 31, 2020 (Att. 3)
Detailed Budget Report & Summary Budget Report dated 11/30/20 (Att. 4)

Check Register for the month ended November 2020 the amount of \$ 4,156,784.33 (Att. 5)

Budget adjustments and line item transfers for November 2020 (Att. 6)
- B. Motion to approve the attached check register for the School Lunch Account
November 2020 with a total of \$ 9,032.72 (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 2020

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 the award of the sale of a 1991 Chevy Caprice VIN 1G1BL83E3MW236563 to Bashiru Seidu for \$450., the highest of three bids received

Ayes: Mesdames; Kirsch, Aklonis, Best, Panichi, Ware-Tibbs, Williams, Ryan, Byrne; Messr: Morrissey

Nays: None

Abstain: None

PROGRAMS:

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

- A. Motion to affirm the HIB Report of Investigation 21-01 as presented by the Superintendent in Executive Session on November 4, 2020
- B. Motion to approve an agreement between Union County Educational Services Commission and United Therapy Solutions of Fanwood, New Jersey to provide school-based speech therapy services at Lamberts Mill Academy and Westlake School from November 30, 2020 to June 30, 2021 on an as-needed basis at the rate of \$90.00 per hour **(Att. 8)**

Ayes: Mesdames; Kirsch, Aklonis, Best, Panichi, Ware-Tibbs, Williams, Ryan, Byrne; Messr: Morrissey

Nays: None

Abstain: None

TRANSPORTATION:

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

- A. Motion to approve Amendments to Existing Transportation Contracts dated December 2, 2020, 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)**
- E. Motion to approve the results of the Special Education & Vocational School Transportation Bid Opening dated December 1, 2020 and award contracts to the lowest responsible bidders denoted by an asterisk **(Att.12a)**

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

Nays: None

Abstain: None

POLICIES AND REGULATIONS:

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

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

P 1620	Administrative Employment Contracts
P 2431	Athletic Competition – TO BE ABOLISHED
R 2431.1	Emergency Procedures for Sports and Other Athletic Activity – TO BE ABOLISHED
P 5330.05	Seizure Action Plan
R 5330.05	Seizure Action Plan
P 6440	Cooperative Purchasing
P 6470.01	Electronic Funds Transfer and Claimant Certification
R 6470.01	Electronic Funds Transfer and Claimant Certification
P 7440	School District Security
R 7440	School District Security
P 7450	Property Inventory
P 7510	Use of School Facilities
R 7510	Use of School Facilities
P 8420	Emergency and Crisis Situations
P 8561	Procurement Procedures for School Nutrition Programs

- B. Motion to suspend Bylaw 0131 that requires two readings to adopt a Bylaw or Policy and adopt Bylaw 0164.6 Remote Public Board Meetings during a Declared Emergency with one reading to be in compliance with the new emergency regulations regarding remote meetings held during a Governor-declared emergency, N.J.A.C. 5:39-1.1 through 1.7, promulgated by Department of Community Affairs

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

Nays: None

Abstain: None

TRAVEL AND RELATED EXPENSES:

It was moved by Mr. Morrissey, seconded by Ms. Ryan, 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, Best, Panichi, Ware-Tibbs, Brody, Williams, Ryan, Byrne; Messr: Morrissey

Nays: None

Abstain: None

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 December 2, 2020 as recommended by the Superintendent **(Att. 14)**

Ayes: Mesdames; Kirsch, Aklonis, Best, Panichi, Ware-Tibbs, Brody, Williams, Ryan, Byrne; Messr: 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 pm, Wednesday, January 6, 2021. Meeting location to be announced.

ADJOURNMENT:

On motion of Ms. Aklonis, seconded by Ms. Byrne and carried by unanimous voice vote, the meeting was adjourned at 7:45 pm.



Eric Larson, Board Secretary