

**Union County Educational Services Commission  
BOARD OF DIRECTORS MEETING  
February 3, 2021**

**AGENDA**

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.

1. Attendance Roll Call
2. Salute to the flag
3. Recognize the public and ask for comments on agenda items only

**MINUTES:**

4. Motion to approve the minutes of the Board of Directors Meeting of January 6, 2021 **(Att. 1)**

**SUPERINTENDENT REPORT:**

5. Motion to approve the Report of the Superintendent for February 3, 2021 **(Att. 2)**

**AUDIT PRESENTATION**

6. Suplee, Clooney & Company will present the 2019-2020 Audit Results

**FINANCE:**

7. Motion to approve the Secretary's Financial Reports:
  - Board Secretary's Report dated December 2020 **(Att. 3)**
  - Detailed Budget Report & Summary Budget Report dated 1/31/21 **(Att. 4)**
  - Check Register for the month ended in 1/31/21 the amount of \$4,587,833.69 **(Att. 5)**
  - Budget adjustments and line item transfers for January 2021 **(Att. 6)**
8. Motion to approve the attached check register for the School Lunch Account January 2021 with a total of \$7,766.21 **(Att. 7)**

FINANCE: Con't

9. 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 January 2021

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

10. Motion accepting the audit and approving the CAP for the fiscal year ending June 30, 2020 as presented by the Commission Auditors. **(Att. 8)**  
**(Att. 9)**  
**(Att. 10)**  
**(Att. 10A)**

PROGRAMS:

11. Motion to approve the operation of UCESC Extended School Year Programs from Thursday, July 1, 2021 to Thursday, August 12, 2021 with schools closed on Monday, July 5, 2021 in observance of the Independence Day holiday.

TRANSPORTATION:

12. Motion to approve Amendments to Existing Transportation Contracts dated February 3, 2021, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles **(Att. 11)**
13. Motion to approve the attached penalty deductions **(Att.12)**
14. Motion to approve the attached Emergency/Negotiated contracts **(Att. 13)**
15. Motion to approve Emergency Contract payments for the month of January to the listed contractors at the costs indicated **(Att. 14)**
16. Motion to approve the results of the Special Education & Vocational School Transportation Bid Opening dated January 27, 2021 and award contracts to the lowest responsible bidders denoted by an asterisk **(Att. 15)**

TRAVEL AND RELATED EXPENSES:

17. 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)**

PERSONNEL:

18. Motion to approve the personnel agenda dated February 3, 2021 as recommended by the Superintendent (Att. 17)
19. Motion to approve a sidebar agreement between the Union County Educational Services Commission and Westlake Education Association to temporarily expand the use of accumulated sick days during the public health emergency effective January 4 - June 30, 2021 (Att. 18)

OLD BUSINESS:

NEW BUSINESS:

RECOGNIZE THE PUBLIC:

EXECUTIVE SESSION:

20. Motion to move into executive session for the purpose of legal 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

DATE OF NEXT MEETING:

The next meeting of the Representative Assembly which includes a **Budget Hearing**, will be at 7:00 p.m., Wednesday, March 3, 2021. It should be noted that this meeting will be held remotely using a call-in number

ADJOURNMENT: