

Union County Educational Services Commission

REPRESENTATIVE ASSEMBLY MEETING

March 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
4. Introduction of the 2020-2021 school year Union County Teacher Recognition Award recipients:

Ms. Barbara Malandro
Mr. Jeffrey Shanfield

MINUTES:

5. Motion to approve the minutes of the Board of Directors Meeting of February 3, 2021
(Att. 1)

SUPERINTENDENT REPORT:

6. Motion to approve the Report of the Superintendent for March 3, 2021
(Att. 2)

FINANCE:

7. Motion to approve the Secretary's Financial Report:
Board Secretary's Report dated January 31, 2021 (Att. 3)
Detailed Budget Report dated February 28, 2021 (Att. 15)
Check Register for the month ended in 2/28/21 the amount of \$4,664,738.51 (Att. 16)
Budget adjustments and line-item transfers for February 2021 (Att. 17)

FINANCE: (cont'd)

8. 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 February 2021

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

9. Motion to approve the attached February 2021 check register for the School Lunch Account with a total of \$ 6,129.18 **(Att. 4)**

10. Motion to approve the proposed 2021-2022 budget with the following totals:

Fund 10	\$ 61,458,810
Fund 20	<u>\$ 3,707,674</u>
	\$ 65,166,484

11. Motion to approve the following resolution:

WHEREAS, the Union County Educational Services Commission Representative Assembly recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

FINANCE: (Cont'd):

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$153,000 for all staff and board members for the 2021-2022 budget year. The 2020-2021 budget year maximum expenditure is also \$153,000 of which \$312. has been spent to date

12. Motion to approve filing Form 471 applications for funding year 2021-22 for Schools and Libraries Universal Services (E-Rate) program awarding PBG Networks SPIN/498 ID# 143036540 for Application Number 210013516 for IT Network improvements.

PROGRAMS:

13. Motion to approve an agreement between the Union County Educational Services Commission and Westlake Education Association to resolve a grievance filed on June 23, 2020 (Att. 6)
14. Motion to accept a grant of \$87,927 under the federal Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) through the Elementary and Secondary School Emergency Relief Fund II (ESSER II). Eligible uses include preventing, preparing for, and responding to COVID-19
15. Motion to approve the District, Auxiliary and Twelve-Month Calendars for the 2021-2022 school year:

Commission Schools	(Att. 7)
Auxiliary Services	(Att. 8)
12 Month Employees	(Att. 9)

TRANSPORTATION:

16. Motion to approve Amendments to Existing Transportation Contracts dated March 4, 2021, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles (Att. 10)
17. Motion to approve Emergency Contract payments for the month of February to the listed contractors at the costs indicated (Att. 11)
18. Motion to approve the attached Emergency/Negotiated contracts (Att. 12)

POLICIES AND REGULATIONS:

19. Motion to approve the following new or revised bylaws, policies and/or regulations for a first reading:

Bylaw 0145	Board Member Resignation and Removal
R 1642	Earned Sick Leave Law
P 1643	Family Leave
P 2415	Every Student Succeeds Act
P 2415.02	Title I – Fiscal Responsibilities
P 2415.05	Student Surveys, Analysis, and or Evaluations
P 2415.20	Every Student Succeeds Act Complaints
R 2415.20	Every Student Succeeds Act Complaints
P 4125	Employment of Support Staff Members
P 5330.01	Administration of Medical Cannabis
R 5330.01	Administration of Medical Cannabis
P 6360	Political Contributions
P 7425	Lead Testing of Water in Schools
R 7425	Lead Testing of Water in Schools
P 8330	Student Records
R 8640	Apportionment of Route Costs – County Coordinated Transportation Program
P 9713	Recruitment by Special Interest Groups

20. Motion to abolish the following Policies and Regulations:

P 3431.1	Family Leave
P 4431.1	Family Leave
P 3431.3	New Jersey Family Leave Insurance Program
R 4431.3	New Jersey Family Leave Insurance Program
P 7430	School Safety
R 7430	School Safety
P 2415.01	Academic Standards, Academic Assessments, and Accountability
P 2415.03	Highly Qualified Teachers

TRAVEL AND RELATED EXPENSES:

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. 13)**

PERSONNEL:

22. Motion to approve the personnel agenda dated March 3, 2021, as recommended by the Superintendent (Att. 14)
23. Motion to approve personnel agenda for the Extended School Year Program dated March 3, 2021, as recommended by the Superintendent (Att. 18)
24. **Motion to approve the 2021 Summer Transportation Staff** (Att. 19)

OLD BUSINESS:

NEW BUSINESS:

RECOGNIZE THE PUBLIC:

EXECUTIVE SESSION:

25. Motion to move into executive session for the purpose of discussing 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

DATE OF NEXT MEETING:

The next meeting of the Board of Directors will be at 7:00 p.m., **Wednesday, April 14, 2021**. It should be noted that this meeting will be held remotely using a call-in number.

ADJOURNMENT: