

Union County Educational Services Commission

BOARD OF DIRECTORS MEETING

February 3, 2021

MINUTES

A meeting of the Union County Educational Services Commission Representative Assembly was held on Wednesday, February 3, 2021.

CALL TO ORDER:

The meeting was called to order at 7:01 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:

Attendance Roll Call. There were present:

| | |
|-----------------------|--------------------------|
| Berkeley Heights | Ms. Helen Kirsch |
| Clark | Ms. Lorraine Aklonis |
| Cranford | |
| Elizabeth | Ms. Nathalie Hernandez |
| Garwood | Ms. Maureen Scepkowski |
| Hillside | Ms. Laquana Best |
| Kenilworth | Dr. Michelle Panichi |
| Linden | |
| Mountainside | Dr. Dana Guidicipietro |
| New Providence | |
| Plainfield | Ms. Lynn Anderson-Person |
| Rahway | |
| Roselle | |
| Roselle Park | |
| Scotch Plains/Fanwood | Ms. Deb Brody |
| Springfield | |
| Summit | |
| Union | |
| U. C. Vo-Tech | Ms. Gwen Ryan |
| Westfield | Ms. Amy Root |
| Winfield | |
| Acting Superintendent | Mr. Michael Kowalski |
| Board Secretary | Mr. Eric Larson |

SALUTE TO THE FLAG:

RECOGNIZE THE PUBLIC:

MINUTES:

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

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

SUPERINTENDENT'S REPORT:

It was moved by Dr. Guidici Pietro, seconded by Ms. Ryan, and carried by unanimous voice vote, to approve the following:

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

AUDIT PRESENTATION

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

FINANCE:

It was moved by Ms. Root, 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 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)
- B. Motion to approve the attached check register for the School Lunch Account
December 2020 with a total of \$7,766.21 (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 January 2021

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

FINANCE: Con't

- D 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)

Ayes: Mesdames; Kirsch, Aklonis, Hernandez, Scepkowski, Best, Panichi, Guidici Pietro, Anderson-Person, Brody, Ryan, Root; Messr:

Nays: None Abstain: None

PROGRAMS:

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

- A. 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.

Ayes: Mesdames; Kirsch, Aklonis, Hernandez, Scepkowski, Best, Panichi, Guidici Pietro, Anderson-Person, Brody, Ryan, Root; Messr:

Nays: None Abstain: None

TRANSPORTATION:

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

- A. 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)
- B. Motion to approve the attached penalty deductions (Att.12)
- C. Motion to approve the attached Emergency/Negotiated contracts (Att. 13)
- D. Motion to approve Emergency Contract payments for the month of January to the listed contractors at the costs indicated (Att. 14)

TRANSPORTATION: Con't

- E. 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)**

Ayes: Mesdames; Kirsch, Aklonis, Hernandez, Scepkowski, Best, Panichi, Guidici Pietro, Anderson-Person, Brody, Ryan, Root; Messr:

Nays: None Abstain: None

TRAVEL AND RELATED EXPENSES:

It was moved by Ms. Root, seconded by Ms. Anderson-Person, 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. 16)**

Ayes: Mesdames; Kirsch, Aklonis, Hernandez, Scepkowski, Best, Panichi, Guidici Pietro, Anderson-Person, Brody, Ryan, Root; Messr:

Nays: None Abstain: None

PERSONNEL:

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

- A. Motion to approve the personnel agenda dated February 3, 2021 as recommended by the Superintendent **(Att. 17)**
- B. 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)**

Ayes: Mesdames; Kirsch, Aklonis, Hernandez, Scepkowski, Best, Panichi, Guidici Pietro, Anderson-Person, Brody, Ryan, Root; Messr:

Nays: None Abstain: None

OLD BUSINESS:

None

NEW BUSINESS:

None

RECOGNIZE THE PUBLIC:

None

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

CLOSED SESSION:

It was moved by Ms. Scepkowski, seconded by Ms. Aklonis, and carried by roll call vote, to move into executive session at 7:43 p.m. 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.

The Board of Directors meeting returned to open session at 7:55 p.m. on motion of Ms. Ryan and seconded by Ms. Scepkowski and carried by unanimous voice vote.

ADJOURNMENT:

On motion of Dr. Panichi, seconded by Ms. Ryan and carried by unanimous voice vote, the meeting was adjourned at 7:56 p.m.


Eric Larson, Board Secretary