

## Union County Educational Services Commission

## BOARD OF DIRECTORS MEETING

March 3, 2021

MINUTES

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

CALL TO ORDER:

The meeting was called to order at 7:01p.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  
Clark  
Cranford  
Elizabeth  
Garwood  
Hillside  
Kenilworth  
Linden  
Mountainside  
New Providence  
Plainfield  
Rahway  
Roselle  
Roselle Park  
Scotch Plains/Fanwood  
Springfield  
Summit  
Union  
U. C. Vo-Tech  
Westfield  
Winfield  
Acting Superintendent  
Board Secretary

Ms. Helen Kirsch  
Ms. Lorraine Aklonis  
Mr. Brett Dreyer  
  
Ms. Maureen Scepkowski  
Ms. Laquana Best  
Dr. Michelle Panichi  
  
Dr. Dana Guidici Pietro  
Ms. Amanda Marano  
Ms. Lynn Anderson-Person  
  
Ms. Deb Brody  
  
Ms. Mary Lynn Williams  
  
Ms. Amy Root  
Ms. Maureen Byrne  
Mr. Michael Kowalski  
Mr. Eric Larson

SALUTE TO THE FLAG:

RECOGNIZE THE PUBLIC:

Michael Kowalski introduced the 2020-2021 school year Union County Teacher Recognition Award recipients:

Ms. Barbara Malandro  
Mr. Jeffrey Shanfield

MINUTES:

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

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

SUPERINTENDENT'S REPORT:

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

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

PRESENTATION:

Black History Month Presentation by Carrie Datillo, Director of Curriculum and Instruction

2021-2022 Budget Presentation by Eric Larson, Business Administrator

FINANCE:

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

- A. 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)
- 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 February 2021

FINANCE: (cont'd)

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

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

- E. 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

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

FINANCE: (cont'd)

- F. 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.

Ayes: Mesdames; Kirsch, Aklonis, Scepkowski, Best, Panichi, Guidici Pietro, Marano, Anderson-Person, Brody, Williams, Root, Byrne; Messr: Dreyer

Nays: None

Abstain: None

PROGRAMS:

It was moved by Ms. Williams, seconded by Ms. Anderson-Person, and carried by roll call vote, to approve the following Agenda items:

- A. 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)
- B. 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
- C. 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)

Ayes: Mesdames; Kirsch, Aklonis, Scepkowski, Best, Panichi, Guidici Pietro, Marano, Anderson-Person, Brody, Williams, Root, Byrne; Messr: Dreyer

Nays: None

Abstain: None

TRANSPORTATION:

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

- A. 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)
- B. Motion to approve Emergency Contract payments for the month of February to the listed contractors at the costs indicated (Att. 11)
- C. Motion to approve the attached Emergency/Negotiated contracts (Att. 12)

Ayes: Mesdames; Kirsch, Aklonis, Scepkowski, Best, Panichi, Guidici Pietro, Marano, Anderson-Person, Brody, Williams, Root, Byrne; Messr: Dreyer

Nays: None

Abstain: None

POLICIES AND REGULATIONS:

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

- A. 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

POLICIES AND REGULATIONS: (cont'd)

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

A. 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

Ayes: Mesdames; Kirsch, Aklonis, Scepkowski, Best, Panichi, Guidici Pietro, Marano, Anderson-Person, Brody, Williams, Root, Byrne; Messr: Dreyer

Nays: None

Abstain: None

TRAVEL AND RELATED EXPENSES:

It was moved by Dr. Guidici Pietro, seconded by Dr. Panichi, 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 Related Expense Reimbursement Form (Att. 13)

Ayes: Mesdames; Kirsch, Aklonis, Scepkowski, Best, Panichi, Guidici Pietro, Marano, Anderson-Person, Brody, Williams, Root, Byrne; Messr: Dreyer

Nays: None

Abstain: None

PERSONNEL:

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

- A. Motion to approve the personnel agenda dated March 3, 2021, as recommended by the Superintendent (Att. 14)
- B. Motion to approve personnel agenda for the Extended School Year Program dated March 3, 2021, as recommended by the Superintendent (Att. 18)
- C. Motion to approve the 2021 Summer Transportation Staff (Att. 19)

Ayes: Mesdames; Kirsch, Aklonis, Scepkowski, Best, Panichi, Guidici Pietro, Marano, Anderson-Person, Brody, Williams, Root, Byrne; Messr: Dreyer

Nays: None

Abstain: None

OLD BUSINESS:

None

NEW BUSINESS:

None

RECOGNIZE THE PUBLIC:

DATE OF NEXT MEETING:

The next meeting of the Representative Assembly 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

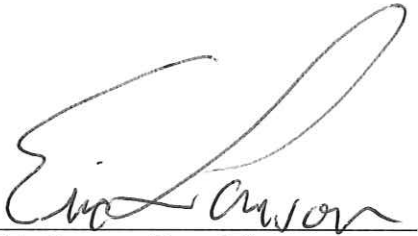
CLOSED SESSION:

It was moved by Ms. Aklonis, seconded by Ms. Root, and carried by roll call vote, to move into executive session at 8:10 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 8:25 p.m. on motion of Ms. Root, and seconded by Ms. Anderson-Person, and carried by unanimous voice vote.

ADJOURNMENT:

On motion of Ms. Root, seconded by Ms. Anderson-Person and carried by unanimous voice vote, the meeting was adjourned at 8:27 p.m.

A handwritten signature in cursive script, appearing to read "Eric Larson", written over a horizontal line.

Eric Larson, Board Secretary