

UNION COUNTY EDUCATIONAL SERVICES COMMISSION

BOARD OF DIRECTORS MEETING

May 5, 2021

AGENDA

Adequate notice of this meeting as required by the Open Public Meetings Act was provided by posting on the 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 posting on the district's website, by email to all staff, by electronic delivery to the County Superintendent of Schools, 300 North Avenue, East, Westfield, to the STAR LEDGER, Newark and to the County Clerk of Union County, Elizabeth, all in New Jersey. It should be noted that this meeting was held remotely using a call-in number.

1. Attendance Roll Call
2. Salute to the flag

EXECUTIVE SESSION:

3. Motion to move into executive session for the purpose of discussing personnel matters and an HIB investigation. Any discussion held by the Board which need not remain confidential will be made public as soon as practicable.
4. Recognize the public and ask for comments on agenda items only

MINUTES:

5. Motion to approve the minutes of the Board of Directors Meeting of April 7, 2021 **(Att. 1)**

REPORT:

6. Motion to approve the Report of the Superintendent for May 2021 **(Att. 2)**

FINANCE:

7. Motion to approve the Secretary's Financial Reports:
 - Board Secretary's Report dated March 31, 2021 **(Att. 3)**
 - Detailed Budget Report dated April 30, 2021 **(Att. 4)**
 - Check Register for the month ended in 4/30/21 in the amount of \$5,405,696.92 **(Att. 5)**
 - Budget adjustments and line item transfers for April 2021 **(Att. 6)**

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 April 2020.

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 April 2021 check register for the School Lunch Account with a total of \$17,644.20 (Att. 7)

10. Motion to approve the award of the Food Services Management Contract

BE IT RESOLVED THAT THE BOARD OF EDUCATION of Union County Educational Services Commission upon recommendation of the Michael Kowalski, Acting Superintendent approves the award of the FSMC contract with Maschio's Food Services, Inc. from July 1, 2021 to June 30, 2022. The Union County Educational Services Commission shall pay Maschio's Food Services, Inc. an annual management fee in the amount of \$16,709.18

11. Motion to approve a change in medical and prescription insurance carriers from Horizon Blue Cross Blue Shield of New Jersey to Aetna effective July 1, 2021 based on lower premiums, "equal or better" guaranteed benefits, a comparable provider network and excellent customer service. Anthony Ciardella, Jr. from Brown & Brown Insurance is hereby appointed to continue their firm's services as the Union County Educational Services Commission's medical and prescription insurance Broker-of-Record for the new Aetna coverages effective July 1, 2021

- 11A. Motion to authorize Lorraine Aklonis, Board Vice President, to sign UCESC contracts and other required documents on an as needed basis in the absence of Helen Kirsch, Board President.**

PROGRAMS:

12. Motion to approve a Site Agreement between Union County Educational Services Commission and Raritan Valley Community College to provide Certified Occupational Therapy Assistant (COTA) internships during the 2021-22 school year (Att. 8)

13. Motion to approve contract with the State of New Jersey to provide services to Nonpublic Schools under the Emergency assistance to Nonpublic Schools program

(Att. 8A)
(Att. 8B)

TRANSPORTATION:

14. Motion to approve Amendments to Existing Transportation Contracts dated May 5, 2021, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles (Att. 9)

15. Motion to approve the attached penalty deductions

TRANSPORTATION: (Cont'd)

16. Motion to approve the results of the Special Education & Vocational School Transportation Bid Opening dated April 28, 2021 and award contracts to the lowest responsible bidders denoted by an asterisk **(Att. 11)**
17. Motion to approve Emergency Contract payments for the month of April 2021 to the listed contractors at the costs indicated **(Att. 12)**
18. Motion to approve the attached Emergency/Negotiated contracts **(Att. 13)**

TRAVEL AND RELATED EXPENSES:

19. 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. 14)**

PERSONNEL:

20. Motion to approve the 2021-22 Annual Personnel Agenda dated May 5, 2021 as recommended by the Superintendent **(Att. 15)**
21. Motion to approve the 2021-22 Annual Personnel Agenda for Auxiliary Services dated May 5, 2021 as recommended by the Superintendent **(Att. 16)**
22. Motion to approve the Personnel Agenda dated May 5, 2021 as recommended by the Superintendent **(Att. 17)**
23. Motion to approve personnel agendas dated May 5, 2021 for internal and external staff for the Extended School Year Program, as recommended by the Superintendent **(Att. 18A)**
(Att. 18B)

OLD BUSINESS:

NEW BUSINESS:

RECOGNIZE THE PUBLIC:

DATE OF NEXT MEETING:

The Reorganization of the of the Representative Assembly will be at 7:00 p.m., Wednesday, June 2, 2021. A Board of Directors Meeting will follow. It should be noted that this meeting will be held remotely using a call-in number.

ADJOURNMENT: