

## Union County Educational Services Commission

## BOARD OF DIRECTORS MEETING

April 14, 2021

MINUTES

A meeting of the Union County Educational Services Commission Representative Assembly was held on Wednesday, April 14, 2021.

CALL TO ORDER:

The meeting was called to order at 7:40p.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

Ms. Lynn Anderson-Person

Ms. Deb Brody

Ms. Gwen Ryan

Mr. Michael Kowalski  
Mr. Eric Larson

SALUTE TO THE FLAG:

RECOGNIZE THE PUBLIC:

EXECUTIVE COMMITTEE ACTION:

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 Executive Committee Action taken on March 12, 2021  
Personnel Agenda 3.12.21 (Att. A)
- B. Motion to approve the following Executive Committee Action taken on April 1, 2021  
Personnel Agenda 4.1.21 (Att. B)  
Check Register for School Lunch Account March 2021 with a total of \$6,984.78 (Att. C)  
Check Register for month ending March 2021 in the amount of \$5,053,302.79 (Att. D)

Ayes: Mesdames; Kirsch, Aklonis, Scepkowski, Best, Panichi, Anderson-Person, Brody, Ryan; Messr: Dreyer

Nays: None

Abstain: None

END OF EXECUTIVE COMMITTEE ACTION

MINUTES:

It was moved by Ms. Ryan, 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 March 3, 2021 (Att. 1)

SUPERINTENDENT'S REPORT:

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

8. Motion to approve the Report of the Superintendent for April, 2021 (Att. 2)

FINANCE:

It was moved by Ms. Anderson-Person, 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 February 29, 2021 (Att. 3)  
Detailed Budget Report dated March 2021 (Att. 4)  
Budget adjustments and line item transfers for March 2021 (Att. 5)
- 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 March 2021

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 results of the HVAC Maintenance Bid Opening dated April 13, 2021 and award the contract to the lowest responsible bidder denoted by an asterisk. The contract covers repairs and quarterly preventive maintenance and is effective as of the award date for a period of one year with up to four additional one-year renewals (Att. 5A)

Ayes: Mesdames; Kirsch, Aklonis, Scepkowski, Best, Panichi, Anderson-Person, Brody, Ryan; Messr: Dreyer

Nays: None Abstain: None

PROGRAMS:

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

- A. Motion to approve to extend the agreement with ESS for substitute staffing to the 2021-2022 school year at the same rates as the current agreement. (Att. 6)

Ayes: Mesdames; Kirsch, Aklonis, Scepkowski, Best, Panichi, Anderson-Person, Brody, Ryan; Messr: Dreyer

Nays: None Abstain: None

TRANSPORTATION:

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

- A. Motion to approve Amendments to Existing Transportation Contracts dated April 1, 2021, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles (Att. 7)
- B. Motion to approve the attached penalty deductions (Att. 8)
- C. Motion to approve the results of the Special Education & Vocational School Transportation Bid Opening dated April 14, 2021 and award contracts to the lowest responsible bidders denoted by an asterisk (Att. 9)
- D. Motion to approve Emergency Contract payments for the month of March to the listed contractors at the costs indicated (Att. 10)
- E. Motion to approve the attached Emergency/Negotiated contracts (Att. 11)
- F. Motion to designate RWJ Barnabas Workplace and Ambulatory Medicine, 864 Stone St., Rahway, NJ as the official provider of Student Substance Abuse exams, drug screens and alcohol breath tests for students attending Commission Schools and Programs for the period July 1, 2020 through June 30, 2022. A fee schedule is attached. (Att. 12)
- G. Motion to disqualify as a bidder on any and all Union County Educational Services Commission Transportation Routes, Zorah Ahmadi and Farid Ahmadi, owners of Noor Transportation Company. for a period of three (3) years, April 15, 2021 – April 14, 2024, as authorized in 18A:39-11.3. The disqualification extends to any company in which the above-named individuals are an owner or a part owner thereof. (Att. 13)

Ayes: Mesdames; Kirsch, Aklonis, Scepkowski, Best, Panichi, Anderson-Person, Brody, Ryan; Messr: Dreyer

Nays: None

Abstain: None

POLICIES AND REGULATIONS:

It was moved by Ms. Anderson-Person, seconded by Ms. Best, 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 second reading and adoption:

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

Ayes: Mesdames; Kirsch, Aklonis, Scepkowski, Best, Panichi, Anderson-Person, Brody, Ryan; Messr: Dreyer

Nays: None

Abstain: None

TRAVEL AND RELATED EXPENSES:

It was moved by Ms. Anderson-Person, seconded by Ms. Ryan, 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. 14)

Ayes: Mesdames; Kirsch, Aklonis, Scepkowski, Best, Panichi, Anderson-Person, Brody, Ryan; Messr: Dreyer

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 April 14, 2021, as recommended by the Superintendent (Att. 15)
- B. Motion to approve personnel agendas dated April 14, 2021 for internal and external staff for the Extended School Year Program, as recommended by the Superintendent (Att. 16A)  
(Att. 16B)

Ayes: Mesdames; Kirsch, Aklonis, Scepkowski, Best, Panichi, Anderson-Person, Brody, Ryan; Messr: Dreyer

Nays: None

Abstain: None

OLD BUSINESS:

None

NEW BUSINESS:

Helen thanked members for participating

RECOGNIZE THE PUBLIC:

None

DATE OF NEXT MEETING:

The next meeting of the Representative Assembly will be at 7:00 p.m., Wednesday, May 5, 2021. It should be noted that this meeting will be held remotely using a call-in number

ADJOURNMENT:

On motion of Ms. Aklonis, seconded by Ms. Brody and carried by unanimous voice vote, the meeting was adjourned at 8:10 p.m.

  
Eric Larson, Board Secretary