

Union County Educational Services Commission

BOARD OF DIRECTORS MEETING

August 2, 2023

MINUTES

CALL TO ORDER:

This meeting was posted in accordance with the Open Public Meetings act PL 1975 Chapter 231.
The meeting was called to order at 7:05pm.

1. ROLL CALL

Roll call by verbal roll call. There were present:

Berkeley Heights	Ms. Pamela Stabley
Clark	
Cranford	Mr. Brett Dryer
Elizabeth	
Garwood	
Hillside	Ms. Laquana Best
Kenilworth	
Linden	
Mountainside	
New Providence	Ms. Stacey Gunderman
Plainfield	
Rahway	Ms. Jennifer Moteiro
Roselle	Dr. Courtney Washington
Roselle Park	Mr. Chris Monroe
Scotch Plains/Fanwood	
Springfield	
Summit	
Union	Ms. Yocasta Brens
U. C. Vo-Tech	Ms. Gwen Ryan
Westfield	
Winfield	
Superintendent	Ms. Carrie Dattilo
Board Secretary	Mr. Eric Larson

2. Salute to the flag

3. Recognize the public and ask for comments on agenda items only - None

EXECUTIVE SESSION:

4. It was moved by Ms. Gunderman, seconded by Ms. Moteiro, and carried by unanimous voice vote, to move into Executive Session at 7:07 p.m. for the purpose of discussing a HIB case. Any discussion held by the Board which need not remain confidential will be made public as soon as practicable.

EXECUTIVE SESSION Cont'd:

The Board of Directors meeting returned to open session at 7:09 p.m. on motion of Ms. Washington, and seconded by Mr. Dreyer, and carried by unanimous voice vote.

EXECUTIVE COMMITTEE ACTION:

It was moved by Ms. Best and seconded by Ms. Washington, and carried by roll call vote, to approve items 5-8:

5. Motion to approve the following Executive Committee Action taken on June 8, 2023

Motion to approve grant with Atlantic Health for the AHS PEACE program **Att. AA**
6. Motion to approve the following Executive Committee Action taken on June 28, 2023

Memorandum of Agreement between the Union County Educational Services Commission and the Westlake Education Association for the years 2023–2028 **Att. A**

WEA Salary Guide for the years 2023-2028 **Att. B**

Motions to appropriate unanticipated revenue in the 2023-2024 budget **Att. C**

ESY Internal Staff Personnel Agenda dated 6.28.23 **Att. D**

ESY External Staff Personnel Agenda dated 6.28.23 **Att. E**
7. Motion to approve the following Executive Committee Action taken on July 6, 2023

Personnel Agenda dated July 6, 2023 **Att. F**

Board Secretary Report dated May 31, 2023 **Att. G**

Detailed Budget Report dated June 30, 2023 **Att. H**

Check Register for the Month ended June 30, 2023 in the amount of \$ 6,121,576.55 **Att. I**

Budget Adjustments and Line Item Transfers for June 2023 **Att. J**

Lunch Report for June 2023 **Att. K**
8. Motion to approve the following Executive Committee Action taken on July 20, 2023

Personnel Agenda dated July 20, 2023 **Att. L**

EXECUTIVE COMMITTEE ACTION: Cont'd

Ayes: Stanley, Dreyer, Best, Gunderman, Moteiro, Washington, Monroe, Brens & Ryan

Nays: None

Abstain: None

END OF EXECUTIVE COMMITTEE ACTION

MINUTES:

It was moved by Ms. Stanley, seconded by Ms. Moteiro, and carried by unanimous voice vote, to approve the minutes of the Board of Directors Meeting of June 7, 2023 & the minutes of the Reorganization Meeting of the Representative Assembly of June 7, 2023.

- 9-10. Motion to approve the minutes of the Board of Directors Meeting of June 7, 2023 (Att. 1) & Reorganization Meeting of the Representative Assembly of June 7, 2023 (Att. 1A)

Abstain: Stanley
Washington
Brens

SUPERINTENDENT REPORT:

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

11. Motion to approve the Report of the Superintendent for August 2023 (Att. 2)

FINANCE:

It was moved by Ms. Moteiro and seconded by Mr. Dreyer, and carried by roll call vote, to approve items 12-15:

12. Motion to approve the Secretary's Financial Reports:

Board Secretary's Reports dated May 31, 2023	(Att. 3)
Board Secretary's Reports dated June 30, 2023	(Att. 3A)
Budget Report dated June 30, 2023	(Att. 4A)
Budget Report dated July 31, 2023	(Att. 4)

FINANCE Cont'd:

Check Register for the month ended in 7/31/2023 the amount of \$5,606,792.73 (Att. 5)
Budget adjustments and line-item transfers for June 2023 (Att. 5A)
Budget adjustments and line-item transfers for July 2023 (Att. 6)

13. WHEREAS, N.J.S.A. 6:30-213, overexpenditure 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 months of June 2023 & July 2023.

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

14. Motion to approve to 23-24 agreement with Partner Engineering and Sciences (Att. 7)
15. Motion to approve insurance proposal for the 23-24 school year as presented by Willis of NJ, the Commission's insurance brokers (Att. 8)

Ayes: Stanley, Dreyer, Best, Gunderman, Moteiro, Washington, Monroe, Brens & Ryan

Nays: None Abstain: None

PROGRAMS:

It was moved by Ms. Stanley and seconded by Ms. Best, and carried by roll call vote, to approve items 16-23:

16. Motion to approve a contract for Patrick Cerria of Tumble Jam, Inc. to provide music enrichment at Westlake School for 7 hours per week, Crossroads School for 2.5 hours per week and Lamberts Mill Academy for 1 hour per week at the rate of \$125 per hour from September 1, 2023 to June 30, 2024.
17. Motion to approve a contract for Paul Del Sordo of Del Martial Arts to provide karate enrichment instruction at Crossroads School for 2 hours per week and Westlake School for 2 hours per week at the rate of \$125 per hour from September 1, 2023 through June 30, 2024.
18. Motion to approve a contract with Sandra Marotta of Ashrams for Autism to provide yoga enrichment for students enrolled in the Work Readiness Academy at the rate of \$75.00 per session, one session per week, from September 1, 2023 through June 22, 2024.

PROGRAMS: Cont'd

19. Motion to approve an agreement between Union County Educational Services Commission and Trinitas Regional Medical Center to provide instructional, nursing and clinical services at Lamberts Mill Academy, New Point Specialty Program, New Day Residential Program and on the Child/Adolescent Inpatient Psychiatric Unit from September 1, 2023 to June 30, 2024
(Att. 9)
20. Motion to approve a contract between Union County Educational Services Commission and Global Compliance Network, Inc. to provide online professional development compliance training for staff from August 1, 2023 - July 31, 2024 at the annual rate of \$1,680.00
21. Motion to approve the 23-24 contract extension with ESS for sourcing substitutes
(Att. 10)
22. Motion to approve the contract between Union County Educational Services Commission and Come Ride With Us, LLC Educational Consulting for training services from July 1, 2023 to September 15, 2023 for students enrolled in the Project SEARCH Program. The Commission will reimburse Come Ride With Us \$11,550.00 for staffing costs. Other costs of \$450.00 will include travel costs, software, supplies and staff mileage.
(Att. 11)
23. Motion to approve the addendum to the clinical affiliation agreement between Kean University and UCESC
(Att. 12)

Ayes: Stanley, Dreyer, Best, Gunderman, Moteiro, Washington, Monroe, Brens & Ryan

Nays: None

Abstain: None

TRANSPORTATION:

It was moved by Ms. Brens and seconded by Ms. Washington, and carried by roll call vote, to approve items 24-36:

24. Motion to approve Special Education and Vocational School Transportation Renewals dated August 2, 2022, for the 2023-2024 school year
(Att. 13)
25. Motion to approve Nonpublic School Transportation Renewals dated August 2, 2022, for the 2023-2024 school year
(Att. 14)
26. Motion to approve Special Education Summer School Transportation Renewals dated August 2, 2023, for the Summer 2023, school session
(Att. 15)

TRANSPORTATION Cont'd:

27. Motion to approve Amendments to Existing Summer Transportation Contracts dated August 2, 2023, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles
(Att. 16)
28. Motion to approve Amendments to Transportation Contracts for the 2022-2023 school year dated August 2, 2023, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles
(Att. 17)
29. Motion to approve the attached Negotiated 2022- 2023 School Year Contracts for summer transportation. Quotes were solicited and the contracts awarded on the basis of the low quotes
(Att. 18)
30. Motion to approve the attached Negotiated Summer Contracts for summer transportation. Quotes were solicited and the contracts awarded on the basis of the low quotes
(Att. 19)
31. Motion to approve the revised results of the Special Education & Vocational School Transportation Bid Opening dated July 18, 2023, and award contracts to the lowest responsible bidders denoted by an asterisk
(Att.20)
32. Motion to approve the revised results of the Special Education & Vocational School Transportation Bid Opening dated July 25, 2023, and award contracts to the lowest responsible bidders denoted by an asterisk
(Att. 21)
33. Motion to approve the attached penalty deductions for June, 2023
(Att. 22)
34. Motion to approve the attached penalty deductions July, 2023
(Att. 23)
35. Motion to approve the following Commission operated routes and positions at the costs for School Year 2023-2024 indicated:

CS-410 - ROUTE - \$10,220.00 CS-410 - BUS AIDE - \$1,484.00
CS-411 - ROUTE - \$10,220.00 CS-411 - BUS AIDE - \$1,484.00
CS-412 - ROUTE - \$10,220.00 CS-412 - BUS AIDE - \$1,484.00
CS-413 - ROUTE - \$10,220.00 CS-413 - BUS AIDE - \$1,484.00
CS-804 - ROUTE - \$10,220.00 CS-413 - PERSONAL AIDE - \$1,484.00

TRANSPORTATION Cont'd:

36. Motion to approve the following Commission operated routes and positions at the costs for Summer 2023 indicated:

CS-800 - ROUTE - \$72,217.69 CS-800 - BUS AIDE - \$13.338.26
CS-801 - ROUTE - \$77,220.00 CS-800 – PERSONAL AIDE - \$13.338.26
CS-802 - ROUTE - \$72,217.69 CS-802 - BUS AIDE - \$13.338.26
CS-803 - ROUTE - \$72,217.69 CS-803 - BUS AIDE - \$13.338.26
CS-804 - ROUTE - \$72,217.69 CS-804 - BUS AIDE - \$13.338.26

Ayes: Stanley, Dreyer, Best, Gunderman, Moteiro, Washington, Monroe, Brens & Ryan

Nays: None

Abstain: None

Board Members abstain on all business involving their district.

POLICIES AND REGULATIONS:

It was moved by Ms. Best and seconded by Ms. Washington, and carried by roll call vote, to approve items 37 & 38:

37. Motion to approve the following new and/or revised bylaws, policies, or regulations for a second reading and adoption:

Bylaw 0144	Board Member Orientation and Training
P 2520	Instructional Supplies
P 3217	Use of Corporal Punishment
P 4217	Use of Corporal Punishment
P 5305	Health Services Personnel
P 5308	Student Health Records
R 5308	Student Health Records
P 5310	Health Services
R 5310	Health Services
P 6112	Reimbursement of Federal and Other Grant Expenditures
R 6115.01	Federal Awards/Funds Internal Controls – Allowability of Costs
P 6115.04	Federal Funds – Duplication of Benefits
P 6311	Contracts for Goods or Services Funded by Federal Grants
P 7440	School District Security
P 9140	Citizens Advisory Committees

38. Motion to approve the following policy for a first reading:

P 2419 School Threat Assessment Teams

Ayes: Stanley, Dreyer, Best, Gunderman, Moteiro, Washington, Monroe, Brens & Ryan

Nays: None

Abstain: None

TRAVEL AND RELATED EXPENSES:

It was moved by Ms. Brens and seconded by Ms. Stanley and carried by roll call vote, to approve item 39:

39. 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. 24)**

Ayes: Stanley, Dreyer, Best, Gunderman, Moteiro, Washington, Monroe, Brens & Ryan

Nays: None

Abstain: None

PERSONNEL

It was moved by Ms. Washington and seconded by Ms. Gunderman and carried by roll call vote, to approve items 40-43:

40. Motion to approve the Personnel Agenda dated August 2, 2023 as recommended by the Superintendent **(Att. 25)**

41. Motion to approve the 2023-2024 Classroom Teacher/Therapist adjusted salaries **(Att.26)**

42. Motion to approve the 2023-2024 Nonpublic Teacher adjusted salaries **(Att.27)**

43. Motion to approve the 2023-2024 Teacher Assistant/Security Monitor adjusted salaries **(Att.28)**

Ayes: Stanley, Dreyer, Best, Gunderman, Moteiro, Washington, Monroe, Brens & Ryan

Nays: None

Abstain: None

OLD BUSINESS: None

NEW BUSINESS: None

RECOGNIZE THE PUBLIC: None

DATE OF NEXT MEETING:

The next meeting of the Board of Directors will be at 7:00 pm, Wednesday, September 6, 2023 in the second floor conference room at 45 Cardinal Drive, Westfield, NJ

ADJOURNMENT:

On the motion of Ms. Moteiro seconded by Ms. Brens, and carried by unanimous voice vote, the meeting was adjourned at 7:21 p.m.

Eric Larson, Board Secretary