

**UNION COUNTY EDUCATIONAL SERVICES COMMISSION
BOARD OF DIRECTORS MEETING**

September 6, 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 7:01pm.

1. Roll Call

Roll call by verbal roll call. There were present:

Berkeley Heights	Ms. Gale Bradford
Clark	
Cranford	Mr. Brett Dryer *
Elizabeth	
Garwood	Ms. Christine Guerriero
Hillside	Ms. Laquana Best
Kenilworth	Ms. Michelle Panichi *
Linden	
Mountainside	
New Providence	Ms. Stacey Gunderman
Plainfield	
Rahway	Ms. Jennifer Moteiro
Roselle	
Roselle Park	Mr. Chris Monroe
Scotch Plains/Fanwood	Ms. Debora Brody
Springfield	
Summit	
Union	Ms. Chastity Santana
U. C. Vo-Tech	Ms. Gwen Ryan
Westfield	
Winfield	
Superintendent	Ms. Carrie Dattilo
Board Secretary	Mr. Eric Larson

*Arrived at 7:04pm

2. Salute to the flag
3. Recognize the public and ask for comments on agenda items only - None

EXECUTIVE COMMITTEE ACTION:

It was moved by Ms. Best and seconded by Ms. Santana, and carried by roll call vote, to approve the items below:

4. Motion to approve the following summer Executive Committee actions:

Personnel Agenda 8.23.23 (Att. A)

Motion to approve an agreement with Roth Staffing Companies for a temporary replacement for the Administrative Assistant/Assistant Board Secretary position at a rate of \$40.47/hour (Att. B)

Personnel Agenda 8.30.23 (Att. C)

Ayes: Bradford, Guerriero, Best, Gunderman, Moteiro, Monroe, Brody, Santana & Ryan

Nays: None

Abstain: None

END OF EXECUTIVE COMMITTEE ACTION

MINUTES:

It was moved by Ms. Monteiro, seconded by Ms. Gunderman, and carried by voice vote, to approve the minutes of the Board of Directors Meeting of August 2, 2023.

5. Motion to approve the minutes of the Board of Directors Meeting of August 2, 2023 (Att. 1)

Abstain: Bradford
Guerriero
Panichi
Brody
Santana

SUPERINTENDENT'S REPORT

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

6. Motion to approve the Report of the Superintendent for September 2023 (Att. 2)

Ms. Tantillo, Principal of Westlake School, presented an overview of the school's programs.

FINANCE:

It was moved by Ms. Bradford and seconded by Ms. Gunderman, and carried by roll call vote, to approve items 7-11:

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

Board Secretary's Report dated July 31, 2023	(Att. 3)
Check Register for the month ended August 2023 in the amount of \$3,047,727.93	(Att. 4)
Budget Report dated August 31, 2023	(Att. 5)
Budget transfers for August 2023	(Att. 6)

8. Motion to approve the attached July 2023 & August 2023 School Lunch Account Disbursements with a total for July of \$10,677.47 and August \$15,861.11 (Att. 7)

9. 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 August 2023

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

10. Motion to approve the Agreement for Transition Services with Morris Board of Education (Att. 8 & 9)

11. "Motion to approve the agreement with vendor Atlas Search to provide Nursing Services for Non-Public" (Att. 9A & 9B)

Ayes: Bradford, Dreyer, Guerriero, Best, Panichi, Gunderman, Moteiro, Monroe, Brody, Santana & Ryan

Nays: None

Abstain: None

PROGRAMS:

It was moved by Ms. Best and seconded by Ms. Brody, and carried by roll call vote, to approve items 12-16:

12. Motion to approve the SY 2023-24 Safe Return Plan

(Att. 10)

PROGRAMS: Cont'd:

13. Motion to approve the 2023-2027 UCESC Mentoring Plan (Att. 11)
14. Motion to approve the 2023-24 UCESC Professional Development Plan (Att. 12)
15. Motion to approve the Charlotte Danielson Framework for Teaching as the educator evaluation rubric for all teaching staff members
16. Motion to approve the Student Safety Data System – Report Period #2 (Att.13)

Ayes: Bradford, Dreyer, Guerriero, Best, Panichi, Gunderman, Moteiro, Monroe, Brody, Santana & Ryan

Nays: None

Abstain: None

TRANSPORTATION:

It was moved by Ms. Guerriero and seconded by Ms. Bradford, and carried by roll call vote, to approve items 17-22:

17. Motion to approve Revised/Updated Special Education and Vocational School Transportation Renewals dated September 6, 2023, for the 2023-2024 school year (Att.14)
18. Motion to approve Amendments to Existing Summer Transportation Contracts and School Year Transportation Contracts dated September 7, 2023, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles (Att.15)
19. Motion to approve the attached Negotiated Summer Contracts for summer transportation requests and changes which could not be coordinated on existing routes and were received or occurred too late to be included in the Summer Bid Openings. Quotes were solicited and the contracts awarded on the basis of the low quotes (Att.16)
20. Motion to approve the revised results of the Special Education & Vocational School Transportation Bid Opening dated August 2, 2023, and award contracts to the lowest responsible bidders denoted by an asterisk (Att.17)
21. Motion to approve the attached penalty deductions August 2023 (Att.18)
22. Motion to approve Emergency Contract payments for the month of September to the listed contractors at the costs indicated (Att. 18A)

Ayes: Bradford, Dreyer, Guerriero, Best, Panichi, Gunderman, Moteiro, Monroe, Brody, Santana & Ryan

Nays: None

Abstain: None

POLICIES AND REGULATIONS:

It was moved by Ms. Gunderman and seconded by Ms. Bradford, and carried by roll call vote, to approve items 23 & 24:

23. Motion to approve the following revised policy for a second reading and adoption:

P 2419 School Threat Assessment Teams

24. Motion to approve the following new and/or revised policy and regulations for a first reading:

P 1642.01 Sick Leave

R 1642.01 Sick Leave

R 2419 School Threat Assessment Teams

Ayes: Bradford, Dreyer, Guerriero, Best, Panichi, Gunderman, Moteiro, Monroe, Brody, Santana & Ryan

Nays: None

Abstain: None

TRAVEL AND RELATED EXPENSES:

It was moved by Ms. Guerriero and seconded by Ms. Santana and carried by roll call vote, to approve item 24A:

- 24A. 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. 19)**

Ayes: Bradford, Dreyer, Guerriero, Best, Panichi, Gunderman, Moteiro, Monroe, Brody, Santana & Ryan

Nays: None

Abstain: None

PERSONNEL:

It was moved by Mr. Monroe and seconded by Ms. Bradford and carried by roll call vote, to approve items 25 & 26:

25. Motion to approve the job descriptions and positions for Human Resources Manager, Assistant Transportation Coordinator, and Transportation Accounting Supervisor

(Att.'s 20-22)

26. Motion to approve the Personnel Agenda dated September 6, 2023 as recommended by the Superintendent

(Att. 23)

Ayes: Bradford, Dreyer, Guerriero, Best, Panichi, Gunderman, Moteiro, Monroe, Brody, Santana & Ryan

Nays: None

Abstain: None

OLD BUSINESS: None

NEW BUSINESS: None

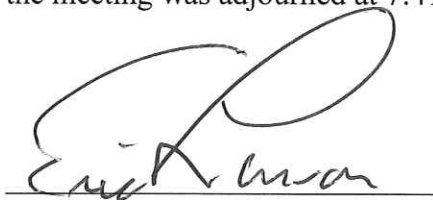
RECOGNIZE THE PUBLIC: None

DATE OF NEXT MEETING:

The next meeting of the Board of Directors will be at 7:00 p.m., Wednesday, October 4, 2023 in the second floor conference room at 45 Cardinal Drive, Westfield, NJ.

ADJOURNMENT:

On the motion of Ms. Gunderman seconded by Ms. Guerriero, and carried by unanimous voice vote, the meeting was adjourned at 7:41 p.m.



Eric Larson, Board Secretary