

**Union County Educational Services Commission
BOARD OF DIRECTORS MEETING
December 6, 2023**

AGENDA

This meeting was posted in accordance with the Open Public Meetings act PL 1975 Chapter 231.

1. Attendance Roll Call
2. Salute to the flag
3. Recognize the public on agenda items only

EXECUTIVE COMMITTEE ACTION:

4. Motion to approve the following Executive Committee Action:

EXECUTIVE SESSION:

5. Motion to move into executive session for the purpose of discussing an 2 HIB cases. Any discussion held by the Board which need not remain confidential will be made public as soon as practicable

END OF EXECUTIVE COMMITTEE ACTION

MINUTES:

6. Motion to approve the minutes of the Board of Directors Meeting of November 1, 2023

(Att. 1)

SUPERINTENDENT'S REPORT:

7. Motion to approve the Report of the Superintendent for December 2023

(Att. 2)

FINANCE:

8. Motion to approve the Secretary's Financial Reports:
 - Board Secretary's Report dated October 31, 2023 **(Att. 3)**
 - Detailed Budget Report & Summary Budget Report dated 11/30/23 **(Att. 4)**
 - Check Register for the month ended November 2023 the amount of \$7,607,234.35 **(Att. 5)**
 - Budget adjustments and line item transfers for November 2023 **(Att. 6)**
9. Motion to approve the attached check register for the School Lunch Account
November 2023 with a total of \$4,948.51 **(Att. 7)**

FINANCE:(Cont'd)

10. 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 November 2023

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

11. Motion to approve an agreement with three+one for their cashVest Liquidity & Treasury Analyses at a cost of \$250 per \$1,000,000 of operating budget.

(Att. 8)

12. Motion to approve a contract with Ralph Checchio for snow removal for the 2023-2024 school year

(Att. 9)

13. Motion to approve attached lease with Springfield Plaza Associates, LLC for 3,293 square feet at 899 mountain Ave, Springfield for the period Jan 1,2024 through December 31,2026 for the Non-Public Department. This lease would replace the existing lease at the same location for 2,061 square feet.

(Att. 10)

PROGRAMS:

14. Motion to approve the agreement for Clinical Affiliation with Hudson University

(Att. 11)

15. Motion to approve a job description for Supervisor of Special Projects

(Att. 12)

16. Motion to eliminate the position of Supervisor of Planning Research and Evaluation (Testing) and to transfer the employee currently holding that position to Supervisor of Special Projects

17. Motion to approve a position for and the revised job description for Educational Data Specialist

(Att. 13)

18. Motion to approve the use of the *Navigating Career and Technical Education Student Toolkit* as a curricular resource at Lamberts Mill Academy as part of a pilot program with Rutgers University.

TRANSPORTATION:

19. Motion to approve Amendments to Existing Transportation Contracts dated November 1, 2023, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles
(Att. 14)
20. Motion to approve the results of the Special Education & Vocational School Transportation Bid Opening dated November 30, 2023 and award contracts to the lowest responsible bidders denoted by an asterisk
(Att. 15)
21. Motion to approve the attached penalty deductions
(Att. 16)
22. Motion to approve Emergency Contract payments for the month of October to the listed contractors at the costs indicated
(Att. 17)
23. Motion to approve the attached Emergency/Negotiated contracts
(Att. 18)

POLICIES AND REGULATIONS

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

P 2270	Religion in the Schools
P 2419	School Threat Assessment Teams
P 3161	Examination for Cause
P 3212	Attendance
P 3324	Right of Privacy
P 4161	Examination for Cause
P 4212	Attendance
P 4324	Right of Privacy
P 5111	Eligibility of Resident/Nonresident Students
P 5116	Education of Homeless Children and Youths
P 8500	Food Services
R 3212	Attendance
R 4212	Attendance
R 5111	Eligibility of Resident/Nonresident Students
R 5116	Education of Homeless Children and Youths

TRAVEL AND RELATED EXPENSES:

25. 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)**

PERSONNEL:

26. Motion to approve the personnel agenda dated December 6, 2023 as recommended by the Superintendent **(Att. 20)**
27. Motion to approve the 2023-2024 contract of Debra LeBrun, Assistant Business Administrator/ Assistant Board Secretary at an annual salary of \$120,000, prorated, effective February 5, 2024, pending confirmed release date.

OLD BUSINESS:

NEW BUSINESS:

RECOGNIZE THE PUBLIC:

DATE OF NEXT MEETING:

The next meeting of the Board of Directors will be at 7:00 p.m., **Wednesday, January 3, 2024** in the second floor conference room at 45 Cardinal Drive, Westfield, N.J.

ADJOURNMENT: