

Union County Educational Services Commission
BOARD OF DIRECTORS MEETING
November 1, 2023

MINUTES

This meeting was posted in accordance with the Open Public Meetings act PL 1975 Chapter 231.
The meeting was called to order at 7:26 pm.

1. ROLL CALL

Roll call by verbal roll call. There were present:

Berkeley Heights	Ms. Gale Bradford
Clark	Ms. Lorraine j. Aklonis
Cranford	
Elizabeth	
Garwood	Ms. Linda Koenig (via phone)
Hillside	Ms. Laquana Best
Kenilworth	Dr. Michelle Panichi
Linden	
Mountainside	
New Providence	
Plainfield	
Rahway	Ms. Jennifer Moteiro
Roselle	Yessica Chavez
Roselle Park	
Scotch Plains/Fanwood	
Springfield	
Summit	
Union	
U. C. Vo-Tech	
Westfield	
Winfield	Ms. Vanessa Schroeder
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 COMMITTEE ACTION:

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

4. Motion to approve the following Executive Committee Action taken on October 20, 2023

Personnel Agenda dated October 20, 2023

(Att. A)

Travel and Related Expenses October 20, 2023

(Att. B)

Ayes: Bradford, Koenig, Best, Panichi, Moteiro, Chavez & Schroeder

Nays: None

Abstain: Aklonis

EXECUTIVE SESSION:

5. It was moved by Ms. Moteiro, seconded by Ms. Bradford, and carried by unanimous voice vote, to move into Executive Session at 7:28 p.m. for the purpose of reviewing HIB Case #24-01. Any discussion held by the Board which need not remain confidential will be made public as soon as practicable.

The Board of Directors meeting returned to open session at 7:31 p.m. on motion of Ms. Best, and seconded by Dr. Washington, and carried, by unanimous voice vote.

MINUTES:

It was moved by Ms. Panichi, seconded by Ms. Moteiro, and carried by voice vote, to approve the minutes of the Board of Directors Meeting of October 4, 2023.

6. Motion to approve the minutes of the Board of Directors Meeting of October 4, 2023

(Att. 1)

Ayes: Bradford, Koenig, Moteiro, & Schroeder

Nays: None

Abstain: Aklonis
Best
Panichi
Chavez

SUPERINTENDENT REPORT:

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

7. Motion to approve the Report of the Superintendent dated November 2023 (Att. 2)

FINANCE:

It was moved by Ms. Best and seconded by Ms. Panichi, and carried by roll call vote, to approve items 8-12:

8. Motion to approve the Secretary's Financial Reports:
Board Secretary Report dated September 2023 (Att. 3)
Budget Report dated October 2023 (Att. 4)
Check Register for the month ended October 2023 in the amount of \$8,725,564.40 (Att. 5)
Budget transfers for October 2023 (Att. 6)
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 October 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 attached September 2023 & October 2023 check register for the School Lunch Account with a total of \$5,611.28 & \$18,692.96 (Att. 7)

11. Motion to approve substitute rates with ESS as per attachment (Att. 8)

12. Motion to amend agreement with Susan Fuller to provide payroll related consulting services at an hourly rate of \$70 not to exceed \$10,500 for the 23-24 school year

Ayes: Bradford, Aklonis, Koenig, Best, Panichi, Moteiro, Chavez & Schroeder

Nays: None

Abstain: None

PROGRAMS: None

TRANSPORTATION:

It was moved by Ms. Panichi and seconded by Ms. Best, and carried by roll call vote, to approve items 13-17:

13. Motion to approve Amendments to Existing Transportation Contracts dated November 1, 2023, in accordance with the contractual provisions relative to adjusted and the contractor's bid for adjusted miles (Att. 9)
14. Motion to approve the attached penalty deductions (Att. 10)
15. Motion to approve Emergency Contract payments for the month of October to the listed contractors at the cost indicated (Att. 11)
16. Motion to approve the attached Emergency/Negotiated contracts (Att. 12)
17. Motion to approve the results of the Special Education & Vocational School Transportation Bid Opening dated October 25, 2023 and award contracts to the lowest responsible bidders denoted by an asterisk (Att. 13)

Ayes: Bradford, Aklonis, Koenig, Best, Panichi, Moteiro, Chavez & Schroeder

Nays: None

Abstain: None

POLICIES AND REGULATIONS:

It was moved by Ms. Panichi and seconded by Ms. Moteiro, and carried by unanimous voice vote, to approve item #18:

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

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:

It was moved by Ms. Panichi and seconded by Ms. Best and carried by roll call vote, to approve item # 19:

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 Reimbursement Form (Att. 14)

Ayes: Bradford, Aklonis, Koenig, Best, Panichi, Moteiro, Chavez & Schroeder

Nays: None

Abstain: None

PERSONNEL:

It was moved by Ms. Panichi and seconded by Ms. Best and carried by roll call vote, to approve items 20-22:

20. Motion to approve the personnel agenda dated November 1, 2023 as recommended by the Superintendent (Att. 15)

21. Motion to approve a job description and a stipend position for a Building Systems Manager at the rate of \$2000 per year (Att. 16)

22. Motion to approve job descriptions and positions for Nonpublic Database Manager and Nonpublic Accounts Receivable/Bookkeeper

(Att. 17 & 18)

Ayes: Bradford, Aklonis, Koenig, Best, Panichi, Moteiro, Chavez & Schroeder

Nays: None

Abstain: None

OLD BUSINESS: None

NEW BUSINESS: None

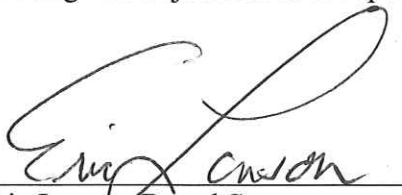
RECOGNIZE THE PUBLIC: Bob Carten from Westlake School announced the sale of candies.

DATE OF NEXT MEETING:

The next meeting of the Board of Directors will be at 7:00 p.m., Wednesday, December 6, 2023 in the second floor conference room at 45 Cardinal Drive, Westfield, N.J.

ADJOURNMENT:

On the motion of Ms. Panichi seconded by Ms. Moteiro and carried by unanimous voice vote, the meeting was adjourned at 7:44p.m.


Eric Larson, Board Secretary