

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

MINUTES

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

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
Hillside	Ms. Laquana Best
Kenilworth	
Linden	
Mountainside	Ms. Dana Guidici Pietro
New Providence	
Plainfield	Mr. Rashon Hasan
Rahway	Ms. Jennifer Moteiro
Roselle	
Roselle Park	
Scotch Plains/Fanwood	
Springfield	Mr. Hector Munoz
Summit	
Union	
U. C. Vo-Tech	
Westfield	Ms. Leila Morrelli
Winfield	
Superintendent	
Board Secretary	Mr. Eric Larson

2. Salute to the flag
3. Recognize the public on agenda items only - None

EXECUTIVE COMMITTEE ACTION: None

4. Motion to approve the following Executive Committee Action: None

EXECUTIVE SESSION:

5. It was moved by Ms. Moteiro and seconded by Mr. Hasan, and carried by unanimous voice vote, to move into Executive Session at 7:10 pm for the purpose of reviewing HIB Case #24-02 & HIB Case #24-03. 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 7:12 p.m. on motion of Mr. Munoz, and seconded by Ms. Guidicipietro, and carried, by unanimous voice vote.

MINUTES:

It was moved by Ms. Best, seconded by Ms. Moteiro, and carried by voice vote, to approve the minutes of the Board of Directors Meeting of November 1, 2023.

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

Ayes: Bradford, Aklonis, Koenig, Best & Moteiro

Nays: None

Abstain: Guidicipietro
Hasan
Munoz
Morrelli

SUPERINTENDENT'S REPORT:

Reed Leibfried discussed highlights from the Superintendent's Report.
Reed Leibfried presented an overview of LMA.

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

7. Motion to approve the Report of the Superintendent for December 2023
(Att. 2)

FINANCE *:

It was moved by Ms. Best and seconded by Ms. Morrelli, and carried by roll call vote, to approve items 8 - 13:

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)
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)

Ayes: Bradford, Aklonis, Koenig, Best, Guidici Pietro, Hasan, Moteiro, Munoz & Morrelli

Nays: None

Abstain: None

PROGRAMS *:

It was moved by Mr. Munoz and seconded by Ms. Guidici Pietro, and carried by roll call vote, to approve items 14-18:

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.

Ayes: Bradford, Aklonis, Koenig, Best, Guidici Pietro, Hasan, Moteiro, Munoz & Morrelli

Nays: None

Abstain: None

TRANSPORTATION *:

It was moved by Ms. Koenig and seconded by Ms. Moteiro, and carried by roll call vote, to approve items 19-23:

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)

TRANSPORTATION (Cont'd)

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)

Ayes: Bradford, Aklonis, Koenig, Best, Guidici Pietro, Hasan, Moteiro, Munoz & Morrelli

Nays: None Abstain: None

POLICIES AND REGULATIONS

It was moved by Mr. Munoz and seconded by Ms. Best, and carried by roll call vote, to approve item #24:

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 |

Ayes: Bradford, Aklonis, Koenig, Best, Guidici Pietro, Hasan, Moteiro, Munoz & Morrelli

Nays: None

Abstain: None

TRAVEL AND RELATED EXPENSES:

It was moved by Ms. Morrelli and seconded by Ms. Guidici Pietro and carried by roll call vote, to approve item #25:

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)

Ayes: Bradford, Aklonis, Koenig, Best, Guidici Pietro, Hasan, Moteiro, Munoz & Morrelli

Nays: None

Abstain: None

PERSONNEL:

It was moved by Mr. Hasan and seconded by Mr. Munoz and carried by roll call vote, to approve items 26 & 27:

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.

Ayes: Bradford, Aklonis, Koenig, Best, Guidici Pietro, Hasan, Moteiro, Munoz & Morrelli

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:

On the motion of Ms. Bradford seconded by Ms. Moteiro and carried by unanimous voice vote, the date of the next meeting was changed to **Wednesday, January 10th, 2024**.

The next meeting of the Board of Directors will be at 7:00 p.m., **Wednesday, January 10, 2024** in the second floor conference room at 45 Cardinal Drive, Westfield, N.J.

ADJOURNMENT:

On the motion of Mr. Munoz seconded by Ms. Morrelli and carried by unanimous voice vote, the meeting was adjourned at 7:45p.m.

*Let it be known that all board members affirmative votes on any item involving their district will automatically be considered an abstention as it pertains to their district.


Eric Larson, Board Secretary