

**Union County Educational Services Commission
BOARD OF DIRECTORS MEETING
December 4, 2024**

MINUTES

This meeting was posted in accordance with the Open Public Meetings act PL 1975 Chapter 231.
The meeting was called to order at 7:03pm.

1. Attendance Roll Call

Roll call by verbal roll call. There were present:

Berkeley Heights	Gale Bradford
Clark	
Cranford	
Elizabeth	Mr. Jerry Jacobs
Garwood	
Hillside	Ms. Laquana Best
Kenilworth	
Linden	
Mountainside	
New Providence	
Plainfield	
Rahway	Ms. Jennifer Moteiro
Roselle	Dr. Courtney Washington
Roselle Park	Ms. Jennifer Makar *
Scotch Plains/Fanwood	Ms. Debora Brody
Springfield	Mr. Hector Munoz
Summit	
Union	
U. C. Vo-Tech	Ms. Gwen Ryan
Westfield	Ms. Julie Steinberg
Winfield	
Assistant B.A.	Ms. Debi LeBrun **
Board Secretary	Mr. Eric Larson

* arrived during the salute to the flag.

** Ms. LeBrun presented the HIB case on behalf of the Superintendent.

2. Salute to the flag

3. Recognize the public on agenda items only - None

EXECUTIVE SESSION:

4. It was moved by Mr. Munoz and seconded by Ms. Best and carried by unanimous voice vote, to move into Executive Session at 7:06 pm for the purpose of discussing a HIB case.

The Board of Directors meeting returned to open session at 7:11 p.m. on motion of Ms. Brody and seconded by Dr. Washington, and carried, by unanimous voice vote.

MINUTES:

5. It was moved by Ms. Steinberg seconded by Ms. Motiero, and carried by voice vote, to approve the minutes of the Board of Directors Meeting of November 6, 2024.

(Att. 1)

Abstain:
Bradford
Washington
Makar
Munoz

SUPERINTENDENT'S REPORT:

Alexis Goldman from Solutions Architecture provided an overview of 53 Cardinal Drive, Westfield.

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

6. Motion to approve the Report of the Superintendent for December 2024 (Att. 2)

FINANCE:

Eric Larson read motion # 12A

It was moved by Mr. Munoz, seconded by Ms. Brody, and carried by roll call vote, to approve items #7-12A:

7. Motion to approve the Secretary's Financial Reports:
Board Secretary's Report dated October 31, 2024 (Att. 3)
Detailed Budget Report & Summary Budget Report dated 11/30/24 (Att. 4)
Check Register for the month ended November 2024 the amount of \$6,804,046.80 (Att. 5)
Budget adjustments and line item transfers for November 2024 (Att. 6)

FINANCE:(Cont'd)

8. 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 2024

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

9. Motion to approve a contract with Ralph Checchio for snow removal for the 2024-2025 school year (Att. 7)
10. Motion to approve the sale of (103) Hewlitt Packard Printers and (7) Savin Copiers to Electro Cycle partnered with H & N Laser in the amount of \$1500.00
11. Motion to approve attached contract and resolution with McManimon Scotland & Baumann for certain legal services in connection with the acquisition of property. (Att. 8)
12. Motion to approve a \$75/hour rate for BCBA services
- 12A. Motion to approve the purchase and sale agreement between UCESC and 53 Cardinal Drive Partners, L.P. for the property located at 53 Cardinal Drive, Westfield, NJ for \$7,250,000 contingent on adequate satisfaction of all due diligence items (Att. 8A)

Ayes: Bradford, Jacobs, Best, Motiero, Washington, Brody, Munoz, Ryan & Steinberg

Nays: None

Abstain: Makar

PROGRAMS: None

TRANSPORTATION:

It was moved by Dr. Washington, 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 December 4, 2024, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles (Att. 9)

TRANSPORTATION (Cont'd):

14. Motion to approve the results of the Special Education & Vocational School Transportation Bid Opening dated November 13, 2024 and award contracts to the lowest responsible bidders denoted by being highlighted (Att. 10)
15. Motion to approve the attached penalty deductions (Att. 11)
16. Motion to approve Emergency Contract payments for the month of November to the listed contractors at the costs indicated (Att. 12)
17. Motion to approve the attached Emergency/Negotiated contracts dated 12/4/24 (Att. 13)

Ayes: Bradford, Jacobs, Best, Motiero, Washington, Brody, Munoz, Ryan & Steinberg

Nays: None

Abstain: Makar

POLICIES AND REGULATIONS:

It was moved by Ms. Brody, and seconded by Dr. Washington, and carried by roll call vote, to approve item #18:

18. Motion to approve the following new and/or revised policy and regulations for a second reading and adoption:

P 8600 STUDENT TRANSPORTATION (M) (Revised)

R 8600A STANDARD SPECIFICATIONS FOR UNION COUNTY COORDINATED SPECIAL EDUCATION TRANSPORTATION (Revised)

Ayes: Bradford, Jacobs, Best, Motiero, Washington, Brody, Munoz, Ryan & Steinberg

Nays: None

Abstain: Makar

TRAVEL AND RELATED EXPENSES:

It was moved by Dr. Washington 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, Jacobs, Best, Motiero, Washington, Makar, Brody, Munoz, Ryan & Steinberg

Nays: None

Abstain: None

PERSONNEL:

It was moved by Dr. Washington, and seconded by Mr. Munoz, and carried by roll call vote, to approve item #20:

20. Motion to approve the personnel agenda dated December 4, 2024 as recommended by the Superintendent (Att. 15)

Ayes: Bradford, Jacobs, Best, Motiero, Washington, Brody, Munoz, Ryan & Steinberg

Nays: None

Abstain: Makar

SUSPENSION/HIB REPORT:

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

21. Motion to approve the Suspension/HIB Report for November 2024

(Att. 16)

Abstain:
Makar

OLD BUSINESS: None

NEW BUSINESS: Ms. Julie Steinberg wishes everyone a Happy Holiday.

RECOGNIZE THE PUBLIC: None

DATE OF NEXT MEETING:

The next meeting of the Board of Directors will be at 7:00 p.m., **Wednesday, January 15, 2025** in the second floor conference room at 45 Cardinal Drive, Westfield, N.J.

ADJOURNMENT:

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


Eric Larson, Board Secretary