

Union County Educational Services Commission
BOARD OF DIRECTORS MEETING
February 5, 2025

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 7:04pm.

1. Attendance Roll Call

Roll call by verbal roll call. There were present:

Berkeley Heights	
Clark	Ms. Lorraine j. Aklonis
Cranford	
Elizabeth	Mr. Jerry Jacobs
Garwood	Ms. Linda Koenig
Hillside	
Kenilworth	Dr. Michelle Panichi
Linden	
Mountainside	
New Providence	
Plainfield	
Rahway	Ms. Jennifer Moteiro
Roselle	
Roselle Park	
Scotch Plains/Fanwood	Ms. Debora Brody
Springfield	Ms. Kristy Rubin
Summit	
Union	Ms. Elsie Mackey*
U. C. Vo-Tech	Ms. Gwen Ryan
Westfield	
Winfield	
Superintendent	Ms. Carrie Dattillo
Board Secretary	Mr. Eric Larson

* arrived during the Superintendent's Report.

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. Moteiro, and carried by roll call vote, to approve the items below:

4. Motion to approve attached agreement for bank reconciliation services.

(Att. A)

Motion to approve a Business Office job title of "School Accountant" replacing the title of "Administrative Assistant/Assistant Board Secretary"

Ayes: Aklonis, Jacobs, Panichi, Moteiro, Brody, Rubin, & Ryan

Nays: None

Abstain: Koenig

END OF EXECUTIVE COMMITTEE ACTION

EXECUTIVE SESSION:

5. It was moved by Ms. Ryan and seconded by Dr. Panichi and carried by unanimous voice vote, to move into Executive Session at 7:07 pm for the purpose of discussing a personnel case.

The Board of Directors meeting returned to open session at 7:09 p.m. on motion of Ms. Brody and seconded by Dr. Panichi, and carried, by unanimous voice vote.

MINUTES:

6. It was moved by Dr. Panichi seconded by Ms. Moteiro, and carried by voice vote, to approve the minutes of the Board of Directors Meeting of January 15, 2025

(Att. 1)

Abstain:
Koenig
Rubin

SUPERINTENDENT REPORT:

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

7. Motion to approve the Report of the Superintendent for February 2025 (Att. 2)
- Mr. Leibfried presented an overview of Lamberts Mill Academy's program

FINANCE:

It was moved by Dr. Panichi, seconded by Ms. Ryan, and carried by roll call vote, to approve items #8-10:

8. Motion to approve the Secretary's Financial Reports:
Board Secretary's Report dated December 2024 (Att. 3)
Detailed Budget Report & Summary Budget Report dated 1/31/25 (Att. 4)
Check Register for the month ended in 1/31/25 the amount of \$10,202,911.77 (Att. 5)
Budget adjustments and line item transfers for January 2025 (Att. 6)
9. Motion to approve the attached check register for the School Lunch Account
January 2025 with a total of \$82,347.36 (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 January 2025
AND FURTHER RESOLVED, that the Board of Directors hereby acknowledges that a deficit balance does not exist in any major category

Ayes: Aklonis, Jacobs, Koenig, Panichi, Moteiro, Brody, Rubin, Mackey & Ryan

Nays: None

Abstain: None

PROGRAMS:

It was moved by Ms. Mackey, seconded by Dr. Panichi, and carried by roll call vote, to approve items #11-16:

11. Motion to approve the operation of UCESC Extended School Year Programs from Monday, June 30, 2025 to Friday, August 8, 2025 (Closed July 4th)

PROGRAMS (Cont'd):

12. Motion to approve the School Safety Data System Report for Period # 1 (September 1, 2024 - December 31, 2024) for all UCESC schools (Att. 8)
13. Motion to approve the Revised Schedule of Tuitions, Fees and Surcharges for the Union County Educational Services Commission's Programs and Services for the 2025-2026 school year (Att. 9)

Ayes: Aklonis, Jacobs, Koenig, Panichi, Moteiro, Brody, Rubin, Mackey & Ryan

Nays: None

Abstain: None

TRANSPORTATION:

It was moved by Dr. Panichi, seconded by Ms. Mackey, and carried by roll call vote, to approve items #14-17:

14. Motion to approve the attached Emergency/Negotiated contracts (Att. 10)
15. Motion to approve Amendments to Existing Transportation Contracts dated February 5, 2025, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles (Att. 11)
16. Motion to approve the Emergency Contractor Payments dated January 2025 (Att. 12)
17. Motion to approve the attached penalty deductions (Att. 13)

Ayes: Aklonis, Jacobs, Koenig, Panichi, Moteiro, Brody, Rubin, Mackey & Ryan

Nays: None

Abstain: None

POLICIES AND REGULATIONS:

It was moved by Dr. Panichi, seconded by Ms. Brody, and carried by roll call vote, to approve items #18 & 19:

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

P 2365	Acceptable Use of Generative Artificial Intelligence (AI) (New)
P 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
P 5460	High School Graduation (M) (Revised)
P 5516	Use of Electronic Communication Devices (Revised)
R 5516	Use of Electronic Communication Devices (New)
P 5701	Academic Integrity (Revised)
P 5710	Student Grievance (Revised)
P 8500	Food Services (M) (Revised)
P 9163	Spectator Code of Conduct for Interscholastic Events (M) (New)
P 9320	Cooperation with Law Enforcement Agencies (M) (Revised)
R 9320	Cooperation with Law Enforcement Agencies (M) (Revised)
R 7441	Electronic Surveillance in School Buildings and On School Grounds (M) (Revised)
P 7441	Electronic Surveillance in School Buildings and On School Grounds (M) (Revised)
R 5533	Student Smoking (Revised)
P 5533	Student Smoking (M) (Revised)
P 5512	Harassment, Intimidation, or Bullying (M) (Revised)

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

P5517	School District Issued Student Identification Cards (M)
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Ayes: Aklonis, Jacobs, Koenig, Panichi, Moteiro, Brody, Rubin, Mackey & Ryan

Nays: None

Abstain: None

TRAVEL AND RELATED EXPENSES:

It was moved by Ms. Moteiro, seconded by Dr. Panichi, and carried by roll call vote, to approve item #20:

20. 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: Aklonis, Jacobs, Koenig, Panichi, Moteiro, Brody, Rubin, Mackey & Ryan

Nays: None

Abstain: None

PERSONNEL:

It was moved by Ms. Brody, seconded by Ms. Mackey, and carried by roll call vote, to approve items #21 & 22:

21. Motion to approve the personnel agenda dated February 5, 2025 as recommended by the Superintendent (Att. 15)
22. Motion to approve an agreement between UCESC and Employee Number 102131

Ayes: Aklonis, Jacobs, Koenig, Panichi, Moteiro, Brody, Rubin, Mackey & Ryan

Nays: None

Abstain: None

SUSPENSION/HIB REPORT:

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

23. Motion to approve the Suspension/HIB Report for January 2025

(Att. 16)

Abstain: Rubin

OLD BUSINESS: The Union representative asked about Transportation operations.

NEW BUSINESS: The Garwood representative made the board aware that there was slavery in Union County.
(In recognition of Black History Month)

RECOGNIZE THE PUBLIC: None

DATE OF NEXT MEETING:

The next meeting of the Representative Assembly which includes a **Budget Hearing** will be at 7:00 p.m., **Wednesday, March 5, 2025** in the second floor conference room at 45 Cardinal Drive, Westfield, N.J.

ADJOURNMENT:

On the motion of Dr. Panichi seconded by Ms. Mackey and carried by unanimous voice vote, the meeting was adjourned at 7:50 p.m.

A handwritten signature in black ink, appearing to read "Eric Larson", written over a horizontal line.

Eric Larson, Board Secretary