

Union County Educational Services Commission

BOARD OF DIRECTORS MEETING

June 4, 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 7:25pm.

1. Attendance Roll Call

Roll call by verbal roll call. There were present:

Berkeley Heights	
Clark	Ms. Lorraine j. Aklonis
Cranford	Mr. Christopher Kolibas
Elizabeth	
Garwood	Ms. Linda Koenig
Hillside	
Kenilworth	Dr. Michelle Panichi
Linden	
Mountainside	
New Providence	Ms. Laura Castellano
Plainfield	Mr. Rashon Hasan
Rahway	Ms. Jennifer Moteiro
Roselle	
Roselle Park	
Scotch Plains/Fanwood	Ms. Debora Brody
Springfield	Ms. Kristy Rubin
Summit	Ms. Walidah Justice
Union	
U. C. Vo-Tech	Ms. Gwen Ryan
Westfield	Ms. Julie Steinberg
Winfield	Ms. Ann Marie Weiss
Superintendent	Ms. Carrie Dattillo
Board Secretary	Mr. Eric Larson

2. Presentation of proclamations honoring the retirement of the following teaching staff members:

Ann Clark	Teachers Assistant
Consuelo Alzate	Teacher of Handicapped
Hope Holt	Accounts Payable Coordinator
Gloria Guardado	Teachers Assistant
Maria Esteves	Teachers Assistant
Maria Prieto	School Nurse
Phyllis Sandrock	School Social Worker
Robert Carten	Teacher of Students with Disabilities
Melissa Dorans	Supervisor of Special Projects

3. Recognize the public and ask for comments on agenda items only - None

EXECUTIVE SESSION:

4. It was moved by Ms. Brody and seconded by Ms. Steinberg and carried by unanimous voice vote to move into Executive Session at 7:35 pm for the purpose of discussing a HIB case.

The Board of Directors meeting returned to open session at 7:39 p.m. on motion of Ms. Ryan and seconded by Ms. Brody, and carried, by unanimous voice vote.

MINUTES:

5. 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 May 14, 2025

(Att. 1)

Abstain:

Kolibas
Koenig
Hansan
Costellano
Rubin
Justice

SUPERINTENDENT REPORT:

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

6. Motion to approve the Report of the Superintendent for June 2025 (Att. 2)

FINANCE:

It was moved by Dr. Panichi, seconded by Ms. Ryan, and carried by roll call vote, to approve items #7-13:

7. Motion to approve the Secretary's Financial Reports:
Board Secretary's Report dated April 30, 2025 (Att. 3)
Detailed Budget Report dated May 31, 2025 (Att. 4)
Check Register for the month ended in 5/31/25 the amount of \$9,886,092.22 (Att. 5)
Appropriation Transfer Report transfers for May 2025 (Att. 6)
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 May 2025

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 Supplee Clooney as auditors for the 24-25 fiscal year at a cost of \$46,700 (Att. 7)
10. Motion to approve the attached May 2025 check register for the School Lunch Account (Att. 8)
11. Motion to approve a stipend of \$45 per month for a cell phone for the Head Building & Grounds Supervisor from July 1, 2025 - June 30, 2026
12. Motion to approve Architect of Record Agreement with Solutions Architecture (Att. 9)

13. Motion to appropriate \$225,000 in unanticipated revenue into the following line item in 2024-2025 budget:

AMOUNT	DESCRIPTION
\$225,000	20-000-219-320-0-600-000
	Purchased Professional Education Services

Ayes: Aklonis, Kolibas, Koenig, Panichi, Castellano, Hasan, Moteiro, Brody, Rubin, Justice, Ryan Steinberg & Weiss

Nays: None

Abstain: None

PROGRAMS:

It was moved by Mr. Hasan, seconded by Ms. Brody, and carried by roll call vote, to approve items #14-20:

14. Motion to approve an agreement between Union County Educational Services Commission and Interim Healthcare of Northwest NJ, Inc. to provide Substitute Nurse staffing for UCESC schools at the rate of \$63.50 per hour on an as needed basis from July 1, 2025 to June 30, 2026
(Att. 9A)
15. Motion to approve the 2023-2024 HIB grades
(Att. 10)
16. Motion to approve the 25-26 contract extension with ESS for sourcing substitutes
(Att. 11)
17. Motion to approve an agreement between Union County Educational Services Commission and Trinitas Regional Medical Center to provide instructional, nursing and clinical services at Lamberts Mill Academy, New Point Specialty Program, New Day Residential Program and on the Child/Adolescent Inpatient Psychiatric Unit from September 1, 2025 to June 30, 2026.
(Att. 12)
18. Motion to approve the 2025-2026 contract with NJ STRIDE

(Att. 13)

PROGRAMS (Cont'd):

19. Motion to approve the following UCESC Mission and Vision statement

Mission Statement

The Union County Educational Services Commission (UCESC) is dedicated to providing educational services that empower all students to achieve their full potential. Through partnerships with local school districts, we offer educational and support services. Our mission is to foster a Community of Care that prioritizes student well-being, academic success, and lifelong learning.

Vision Statement

UCESC envisions a future where every student thrives in a supportive and inclusive learning environment. Through our Community of Care, we partner with families, local schools, and districts to provide comprehensive education and support services to empower students to achieve their full potential and foster lifelong success.

20. Motion to approve the revised Teacher Assistant evaluation form

(Att. 13A)

Ayes: Aklonis, Kolibas, Koenig, Panichi, Castellano, Hasan, Moteiro, Brody, Rubin, Justice, Ryan Steinberg & Weiss

Nays: None

Abstain: None

TRANSPORTATION:

It was moved by Ms. Ryan, seconded by Dr. Panichi, and carried by roll call vote, to approve items #21-24:

21. Motion to approve the attached Emergency/Negotiated Contracts

(Att. 14)

22. Motion to approve Amendments to Existing Transportation Contracts dated June 4, 2025, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles

(Att. 15)

23. Motion to approve the attached penalty deductions

(Att. 16)

TRANSPORTATION (Cont'd):

24. Motion to approve the following Commission operated routes and positions at the costs for the 2025 Summer School Transportation indicated:

CS-411 – ROUTE - \$11,310	CS-411 – BUS AIDE - \$870
CS-412 – ROUTE - \$11,310	CS-412 – BUS AIDE - \$870
CS-413 – ROUTE - \$11,310	CS-413 – PERSONAL BUS AIDE - \$870 PERSONAL BUS AIDE - \$870
CS-414 – ROUTE - \$11,310	CS-414 – PERSONAL BUS AIDE - \$870
	CS-414 – PERSONAL BUS AIDE - \$870
CS-415 – ROUTE - \$11,310	CS-415 – BUS AIDE - \$870

Ayes: Aklonis, Kolibas, Koenig, Panichi, Castellano, Hasan, Moteiro, Brody, Rubin, Justice, Ryan Steinberg & Weiss

Nays: None

Abstain: None

TRAVEL AND RELATED EXPENSES:

It was moved by Ms. Koenig, seconded by Ms. Rubin, 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 Related Expense Reimbursement Form (Att. 17)

Ayes: Aklonis, Kolibas, Koenig, Panichi, Castellano, Hasan, Moteiro, Brody, Rubin, Justice, Ryan Steinberg & Weiss

Nays: None

Abstain: None

PERSONNEL:

It was moved by Mr. Hasan, seconded by Dr. Panichi, and carried by roll call vote, to approve items #26-31:

26. Motion to approve the Personnel Agenda dated June 4, 2025 as recommended by the Superintendent (Att. 18)
27. Motion to approve personnel agenda dated June 4, 2025 for internal and external staff for the Extended School Year Program, as recommended by the Superintendent (Att. 19)
28. Motion to approve the 2025-2026 Annual Personnel Agenda for Substitutes and Tutors (Att. 20)
29. Motion to approve the 2025-2026 contract of Eric Larson, approved by the Executive County Superintendent, as Business Administrator at an annual salary of \$187,177.
30. Motion to approve the 2025-2026 revised Annual Personnel Agenda Administrators dated June 4, 2025 (Att. 21)
31. Motion to approve the 2025 revised Summer Transportation Staff (Att. 22)

Ayes: Aklonis, Kolibas, Koenig, Panichi, Castellano, Hasan, Moteiro, Brody, Rubin, Justice, Ryan Steinberg & Weiss

Nays: None

Abstain: None

SUSPENSION REPORT:

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

32. Motion to approve the Suspension Report for May 2025 (Att. 23)

Abstain: None

OLD BUSINESS: None

NEW BUSINESS: None

RECOGNIZE THE PUBLIC: None

DATE OF NEXT MEETING:

Motion to approve the date of the next Board of Directors meeting to **August 13, 2025** (no July meeting)

ADJOURNMENT:

On the motion of Ms. Brody seconded by Dr. Panichi and carried by unanimous voice vote, the meeting was adjourned at 7:43 p.m.

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

Eric Larson, Board Secretary