

Union County Educational Services Commission

BOARD OF DIRECTORS MEETING

August 13, 2025

AGENDA

CALL TO ORDER:

This meeting was posted in accordance with the Open Public Meetings act PL 1975 Chapter 231.

1. Attendance Roll Call
2. Salute to the flag
3. Recognize the public and ask for comments on agenda items only

EXECUTIVE COMMITTEE ACTION:

4. Motion to approve the following Executive Committee Action taken on June 27, 2025
Personnel Agenda dated June 27, 2025 **Att. A**
Personnel agenda dated June 27, 2025 for internal and external staff for the Extended School Year Program **Att. B**
Agreement to remain in the Diploma JIF Insurance Fund for the period 7/1/25 – 6/30/28 **Att. C**
5. Motion to approve the following Executive Committee Action taken on July 1, 2025
Updated Personnel Agenda Dated June 27, 2025 **Att. A**
6. Motion to approve the following Executive Committee Action taken on July 8, 2025
Motion to approve Staci Beyer to perform operational duties of Trinitas Hospital's bedside and partial day programs
Motion to approve Sally Dolan at a rate of \$100/hour as a Payroll Consultant not to exceed \$20,000 in the 25-26 school year
Motion to approve Personnel items in Attachments A & B dated July 8, 2025 **Att. A & B**

EXECUTIVE COMMITTEE ACTION (Cont'd):

Motion to approve Attachment C Agreement with the company EKGOL to provide payroll processing services to be paid at a quarterly rate of \$13,750

Att. C

Motion to approve Attachment D agreement for the PSEG Energy Saver Program for a new roof top unit at 45 Cardinal Drive, Westfield at a net cost of \$262,835 after savings

Att. D

Motion to approve the Check Register #1 for the month ended 6/30/25 in the amount of \$6,210,411.77

Att. E

Motion to approve a temporary Data Entry/Secretary position on an as needed basis for the Transportation Department.

Motion to approve the May 31, 2025 Board Secretary Report

Att. F

7. Motion to approve the following Executive Committee Action taken on July 23, 2025

Motion to approve the Check Register #2 for the month ended 6/30/25 in the amount of \$583,243.34

Att. G

Motion to approve Victor Solano as an RBT for Crossroads effective 7/9/25-8/8/25

8. Motion to approve the following Executive Committee Action taken on August 7, 2025

Motion to approve the Check Register #1 for the month ended 7/31/25 in the amount of \$4,213,989.04

Att. 5

END OF EXECUTIVE COMMITTEE ACTION

MINUTES:

9. Motion to approve the minutes of the Board of Directors Meeting of June 4, 2025

(Att. 1)

10. Motion to approve the minutes of the Reorganization Meeting of the Representative Assembly of June 4, 2025

(Att. 1A)

SUPERINTENDENT REPORT:

11. Motion to approve the Report of the Superintendent for June-August 2025 (Att. 2)

FINANCE:

12. Motion to approve the Secretary's Financial Reports:

Board Secretary's Reports dated June 30, 2025 (Att. 3)
Detailed Budget Report dated July 31, 2025 (Att. 4)
Detailed Budget Report dated June 30, 2025 (Att. 4A)
Appropriation Transfer Report for June 2025 (Att. 6)
Appropriation Transfer Report for July 2025 (Att. 6A)
Lunch Report for June & July 2025 (Att. 7)

13. WHEREAS, N.J.S.A. 6:30-213, overexpenditure 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 months of June 2025 & July 2025.

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

14. Motion to approve the 25-26 agreement with Partner Engineering and Sciences (Att. 8)
15. Motion to approve insurance proposal for the 25-26 school year as presented by Willis Commission's insurance brokers (Att. 9)
16. Motion to approve agreement with Kid Clan Services for services and evaluations (Att. 10)

PROGRAMS:

17. Motion to approve a contract for Patrick Cerra of Tumble Jam, Inc. to provide music enrichment at Westlake School for 7 hours per week, Crossroads School for 1 full day/week and Lamberts Mill Academy for 1 hour per week at the rate of \$125 per hour from September 1, 2025 to June 30, 2026.
18. Motion to approve a contract for Paul Del Sordo of Del Martial Arts to provide karate enrichment instruction at Crossroads School for 2 hours per week and Westlake School for 2 hours per week at the rate of \$135 per hour from September 1, 2025 through June 30, 2026.

PROGRAMS (Cont'd):

19. Motion to approve the contract between Union County Educational Services Commission and Come Ride With Us, LLC Educational Consulting for travel training services from July 21, 2025 to September 21, 2025 for students enrolled in the Project SEARCH Program. The Commission will reimburse Come Ride With Us \$11,550.00 for staffing costs. Other costs of \$450.00 will include travel costs, software, supplies and staff mileage.
(Att. 11)
20. Motion to approve a contract between Union County Educational Services Commission and Global Compliance Network, Inc. to provide online professional development compliance training for staff from August 1, 2025 - July 31, 2026 at the annual rate of \$1,764.00
21. Motion to approve the School Safety Data System Report for Period # 2 (January 1, 2025 - June 30, 2025) for all UCESC schools
(Att. 12)
22. Motion to approve UCESC Emergency Virtual or Remote Instruction Plan for 2025-2026, as well as the corresponding LEA Checklist for Virtual or Remote Instruction Programs.
(Att. 13 & 14)
23. Motion to approve the 2025-2026 Professional Development Plan
(Att. 15)
24. Motion to approve the UCESC Artificial Intelligence Plan
(Att. 16)

TRANSPORTATION:

25. Motion to approve Emergency/Negotiated Contracts dated, August 13, 2025
(Att. 17)
26. Motion to approve Summer Motions dated August 13, 2025
(Att. 18)
27. Motion to approve Amendments to Existing Transportation Contracts dated August 13, 2025
(Att. 19)

TRANSPORTATION (Cont'd):

28. Motion to approve the attached penalty deductions July, 2025 (Att. 20)
29. Motion to approve ESY Quote Results dated June 10, 2025 (Att. 21)
30. Motion to approve ESY Quote Results dated June 13, 2025 (Att. 22)
31. Motion to approve Quote Results dated June 17, 2025 (Att. 23)
32. Motion to approve the bid results dated August 5, 2025 (Att. 24)
33. Motion to approve the bid results dated August 7, 2025 (Att. 25)

POLICIES AND REGULATIONS:

34. Motion to approve the following policies & regulations for a first reading:
- P 0173 Duties of Public School Accountant (Revised)
 - P 0174 Legal Services (M) (Revised)
 - P 0177 Professional Services (M) (Revised)
 - P & R 1570 Internal Controls (M) (Revised)
 - P 1620 Administrative Employment Contracts (M) (Revised)
 - P & R 6111 Special Education Medicaid Initiative (SEMI) Program (M) (Revised)
 - P 6220 Budget Preparation (M) (Revised)
 - R 6220 Budget Preparation (Revised)
 - P 1636.01 Notification of Promotion, New Job, and Transfer Opportunities (New)
 - P 1648.15 Recordkeeping for Healthcare Settings In School Buildings-Covid-19 (M) (Abolished)
 - P 2422 Statutory Curricular Requirements (M) (Revised)
 - P 5339.01 Student Sun Protection (M) (New)

TRAVEL AND RELATED EXPENSES:

35. 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. 26)

PERSONNEL:

36. Motion to approve the Personnel Agenda dated August 13, 2025 as recommended by the Superintendent
(Att. 27)
37. Motion to approve a \$5000 a year stipend for the Anti-Bullying Coordinator.
38. Motion to approve the job descriptions for Assistant Transportation Coordinator/Accountant, Transportation Specialist-District Liaison & Transportation Specialist-Contracts
(Att. 28-30)

SUSPENSION REPORT:

39. Motion to approve the Suspension Reports for June 2025
(Att. 31)

OLD BUSINESS:

NEW BUSINESS:

RECOGNIZE THE PUBLIC:

DATE OF NEXT MEETING:

The next meeting of the Board of Directors will be at 7:00 pm, Wednesday, September 3, 2025 in the second floor conference room at 45 Cardinal Drive, Westfield, NJ

ADJOURNMENT: