

**Union County Educational Services Commission
BOARD OF DIRECTORS MEETING
December 3, 2025**

MINUTES

This meeting was posted in accordance with the Open Public Meetings act PL 1975 Chapter 231.
The meeting was called to order at 7:04pm.

1. Attendance Roll Call

Roll call by verbal roll call. There were present:

Berkeley Heights	Ms. Gale Bradford
Clark	Ms. Lorraine j. Aklonis
Cranford	
Elizabeth	Mr. Jerry Jacobs*
Garwood	Ms. Linda Koenig
Hillside	Ms. Laquana Best
Kenilworth	
Linden	
Mountainside	Ms. Dana Guidicipietro
New Providence	
Plainfield	
Rahway	Ms. Jennifer Moteiro
Roselle	
Roselle Park	
Scotch Plains/Fanwood	Ms. Debora Brody
Springfield	
Summit	
Union	
U. C. Vo-Tech	Ms. Gwen Ryan
Westfield	Ms. Julie Steinberg
Winfield	Ms. Ann Marie Weiss
Superintendent	
Board Secretary	Mr. Eric Larson

* arrived during Superintendent's Report

2. Salute to the flag

3. Recognize the public on agenda items only - None

EXECUTIVE SESSION:

4. It was moved by Ms. Bradford and seconded by Ms. Ryan and carried by unanimous voice vote to move into Executive Session at 7:05 pm for the purpose of discussing a HIB case.

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

END OF EXECUTIVE COMMITTEE ACTION

MINUTES:

5. It was moved by Ms. Koenig seconded by Ms. Best, and carried by voice vote, to approve the minutes of the Board of Directors Meeting of November 12, 2025

(Att. 1)

Abstain:
Bradford
Aklonis
Brody
Ryan
Weiss

SUPERINTENDENT'S REPORT:

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

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

- * An overview of the LMA program was presented by Principal Reed Liebfried.
- * The Business Administrator presented an overview of the timeline of the facilities projects.
- * Board Member Linda Koenig was recognized for many years of service.

FINANCE:

It was moved by Ms. Best, seconded by Ms. Steinberg, and carried by roll call vote, to approve items #7-10A:

7. Motion to approve the Secretary's Financial Reports:
Board Secretary's Report dated October 31, 2025 (Att. 3)
Detailed Budget Report & Summary Budget Report dated 11/30/25 (Att. 4)

FINANCE:(Cont'd)

Check Register for the month ended November 2025 the amount of \$5,162,049.48 (Att. 5)
Budget adjustments and line item transfers for November 2025 (Att. 6)

8. Motion to approve the attached November 2025 check register for the School Lunch Account (Att. 7)

9. 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 2025

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

10. Motion to approve a stipend of \$45 per month for a cell phone for the Head Bus Driver for the 2025-2026 SY

10A. Motion to re-approve the Adoption Agreement for the 403(b) Plan Document for Public Education Organizations.

(Att. 7A)

Ayes: Bradford, Aklonis, Koenig, Best, Guidici Pietro, Moteiro, Brody, Ryan, Steinberg, & Weiss

Nays: None

Abstain: Jacobs

PROGRAMS:

It was moved by Ms. Moteiro, seconded by Dr. Guidici Pietro, and carried by roll call vote, to approve items #11-12:

11. Motion to enter into an agreement with the Cranford Movie Theater to lease their premises in Cranford at rate of \$150 to \$200 per hour not to exceed 6 hours per week for the 2025-2026 school year for a community-based instruction program for students at Crossroads and Westlake schools

(Att. 8)

12. Motion to approve the Graduate Program Affiliation Agreement with Rutgers University

(Att. 9)

Ayes: Bradford, Aklonis, Jacobs, Koenig, Best, Guidici Pietro, Moteiro, Brody, Ryan, Steinberg,
& Weiss

Nays: None

Abstain: None

TRANSPORTATION:

It was moved by Ms. Ryan, seconded by Ms. Brody, and carried by roll call vote, to approve items #13-16:

13. Motion to approve the attached Emergency/Negotiated contracts dated 12/3/25
(Att. 10)
14. Motion to approve Amendments to Existing Transportation Contracts dated December 3, 2025, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles
(Att. 11)
15. Motion to approve Emergency Contract payments for the month of November to the listed contractors at the costs indicated
(Att. 12)
16. Motion to approve the results of the Special Education Transportation Bid dated November 18, 2025 and award contracts to the lowest responsible bidders denoted by being highlighted
(Att. 13)

Ayes: Bradford, Aklonis, Jacobs, Koenig, Best, Guidici Pietro, Moteiro, Brody, Ryan, Steinberg,
& Weiss

Nays: None

Abstain: None

POLICIES AND REGULATIONS:

It was moved by Ms. Bradford, seconded by Ms. Koenig, and carried by roll call vote, to approve item #17:

17. Motion to approve the following new and/or revised policy and regulations for a first reading:
P9130 PUBLIC COMPLAINTS AND GRIEVANCES (Revised)
P2535 LIBRARY MATERIAL (New)
P2530 RESOURCE MATERIALS (Revised)
R 9130 PUBLIC COMPLAINTS AND GRIEVANCES (Revised)
R 2535 LIBRARY MATERIAL (New)
R 2530 RESOURCE MATERIALS (Revised)

Ayes: Bradford, Aklonis, Jacobs, Koenig, Best, Guidici Pietro, Moteiro, Brody, Ryan, Steinberg,
& Weiss

Nays: None

Abstain: None

TRAVEL AND RELATED EXPENSES:

It was moved by Ms. Best, seconded by Ms. Ryan, and carried by roll call vote, to
approve item #18:

18. 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, Aklonis, Jacobs, Koenig, Best, Guidici Pietro, Moteiro, Brody, Ryan, Steinberg,
& Weiss

Nays: None

Abstain: None

PERSONNEL:

It was moved by Dr. Guidici Pietro, seconded by Ms. Brody, and carried by roll call vote, to
approve item #19:

19. Motion to approve the personnel agenda dated December 3, 2025 as recommended by the Superintendent **(Att. 15)**

Ayes: Bradford, Aklonis, Jacobs, Koenig, Best, Guidici Pietro, Moteiro, Brody, Ryan, Steinberg,
& Weiss

Nays: None

Abstain: None

SUSPENSION/HIB REPORT:

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

20. Motion to approve the Suspension/HIB Report for November 2025

(Att. 16)

Abstain: Aklonis
Brody
Ryan

OLD BUSINESS: None

NEW BUSINESS: Julie Steinberg spoke about the “Giving Tuesday” initiative from the UCESF.

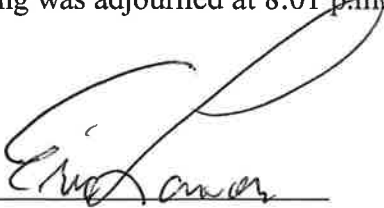
RECOGNIZE THE PUBLIC: None

DATE OF NEXT MEETING:

The next meeting of the Board of Directors will be at 7:00 p.m., **Wednesday, January 14, 2026** in the second floor conference room at 45 Cardinal Drive, Westfield, N.J.

ADJOURNMENT:

On the motion of Ms. Ryan seconded by Ms. Steinberg and carried by unanimous voice vote, the meeting was adjourned at 8:01 p.m.

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

Eric Larson, Board Secretary