Union County Educational Services Commission

BOARD OF DIRECTORS MEETING

June 3, 2026

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 7:16 pm.

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	
Garwood	Ms. Christine Guerriero
Hillside	Ms. Laquana Best
Kenilworth	
Linden	
Mountainside	Ms. Dana Guidicipietro
New Providence	
Plainfield	
Rahway	Ms. Jennifer Moteiro
Roselle	
Roselle Park	Ms. Michael-Anne Regan
Scotch Plains/Fanwood	
Springfield	Ms. Tracy Rinaldi
Summit	Ms. Walidah Justice
Union	Ms. Elsie Mackey
U. C. Vo-Tech	Ms. Gwen Ryan
Westfield	Ms. Julie Steinberg
Winfield	Ms. Ann Marie Weiss
Superintendent	Ms. Carrie Dattilo
Board Secretary	Mr. Eric Larson

2. Presentation of proclamations honoring the retirement of the following teaching staff members: Eugene Bell, Mary Jane Dell' Andrino, Donna Gilchrist, Eric Larson, Claudine Tantillo, and Tracie Wiebush

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

EXECUTIVE SESSION:

4. It was moved by Ms. Ryan and seconded by Ms. Guerriero and carried by unanimous voice vote to move into Executive Session at 7:27 pm for the purpose of discussing an HIB Case, BA interview process and a personnel case.

The Board of Directors meeting returned to open session at 7:40 p.m. on motion of Dr, Guidicipietro and seconded by Ms. Guerriero, and carried, by unanimous voice vote.

MINUTES:

5. It was moved by Ms. Guerriero seconded by Ms. Regan, and carried by voice vote, to approve the minutes of the Board of Directors Meeting of May 6, 2026

(Att. 1)

Abstain:
None

SUPERINTENDENT REPORT:

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

6. Motion to approve the Report of the Superintendent for June 2026 **(Att. 2)**

FINANCE:

It was moved by Ms. Bradford seconded by Ms. Best and carried by roll call vote, to approve items #7-14:

7. Motion to approve the Secretary's Financial Reports:
Board Secretary's Report dated April 30, 2026 **(Att. 3)**
Detailed Budget Report dated May 31, 2026 **(Att. 4)**
Check Register for the month ended in 5/31/26 the amount of $8,764,748.60 **(Att. 5)**
Appropriation Transfer Report transfers for May 2026 **(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 May 2026

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 audit agreement for the 25-26 fiscal year at a cost of $51,250

(Att. 7)

10. Motion to approve the attached May 2026 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, 2026 - June 30, 2027

12. Motion to approve Architect of Record Agreement with Solutions Architecture
(Att. 9)

13. Motion to appropriate $2,000,000 and $200,000 in unanticipated revenues into the following line items in 2025-2026 budget:

AMOUNT	DESCRIPTION
$2,000,000	11-000-270-511-0-901-000
	Contracted Services
$200,000	20-000-219-320-0-600-000
	Purchased Professional Education Services

14. Motion to approve the UCESC Agreement with Edumet to provide the Commission's integrated financial and personnel system

(Att. 10)

Ayes: Bradford, Aklonis, Guerriero, Best, Guidicipietro, Moteiro, Regan, Rinaldi, Justice, Mackley, Ryan, Steinberg & Weiss

Nays: None

Abstain: None

PROGRAMS:

It was moved by Ms. Steinberg, seconded by Ms. Guerriero, and carried by roll call vote, to approve items #15-16A:

15. 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 $64.75 per hour on an as needed basis from July 1, 2026 to June 30, 2027 **(Att. 11)**

16. Motion to approve the 26-27 contract extension with ESS for sourcing substitutes **(Att. 12)**

16A. Motion to approve 26-27 agreement with Trinitas **(Att. 16A)**

Ayes: Bradford, Aklonis, Guerriero, Best, Guidicipietro, Moteiro, Regan, Rinaldi, Justice, Mackley, Ryan, Steinberg & Weiss

Nays: None Abstain: None

TRANSPORTATION:

It was moved by Ms. Best, seconded by Ms. Ryan, and carried by roll call vote, to approve items #17-20:

17. Motion to approve the attached Emergency/Negotiated Contracts dated June 3, 2026 **(Att. 13)**

18. Motion to approve Amendments to Existing Transportation Contracts dated June 3, 2026, in accordance with the contractual provisions relative to adjusted mileage and the contractor's bid for adjusted miles **(Att. 14)**

19. Motion to approve the results of Special Education & Vocational Transportation Bid dated June 2, 2026 **(Att. 15)**

TRANSPORTATION (Cont'd):

20. Motion to approve the following Commission operated routes and positions at the costs for the 2026 Summer School Transportation indicated:

CS-800 – ROUTE - $62,700	CS-800 – PERSONAL BUS AIDE - $10,450
	PERSONAL BUS AIDE - $10,450
CS-801 – ROUTE - $78,375	CS-801 – BUS AIDE - $10,450
CS-802 – ROUTE - $62,700	CS-802 – BUS AIDE - $10,450
CS-803 – ROUTE - $73,150	
CS-804 – ROUTE - $50,160	CS-804 – BUS AIDE - $10,450
CS-805 – ROUTE - $60,610	
CS-806 – ROUTE - $67,925	CS-806 – BUS AIDE - $10,450
CS-807 – ROUTE - $78,375	
CS-808 – ROUTE - $78,375	

Ayes: Bradford, Aklonis, Guerriero, Best, Guidicipietro, Moteiro, Regan, Rinaldi, Justice, Mackley, Ryan, Steinberg & Weiss

Nays: None   Abstain: None

POLICIES AND REGULATIONS:

It was moved by Ms. Bradford, seconded by Ms. Rinaldi, and carried by roll call vote, to approve item #21:

21. Motion to approve the following new and/or revised policy and regulations for a first reading:

P 1230	Superintendents Duties (Revised)
P 2200	Curriculum (M) (Revised)
R 2200	Curriculum Content (Abolished)
P 2411	Career Education and Academic Counseling (Revised)
R 2411	Guidance Counseling (Abolished)
P 5460	High School Graduation (Revised)
P 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (Revised)

POLICIES AND REGULATIONS (Cont'd):

P 0162	Notice of Board Meetings (Revised)
P 0162.01	Legan Notices (New)
R 6115.01	Federal Awards/Funds Internal Controls-Allowability of Costs (Revised)
R 2460.30	Additional/Compensatory Special Education and Related Services (Abolished)
P 8561	Procurement Procedures for School Nutrition Programs (Revised)
P 6112	Reimbursement of Federal and Other Grant Expenditures (Revised)
P 5461	High School Diplomas (New)
P 6115.02	Federal Awards/Funds Internal Controls-Mandatory Disclosures (Revised)
P 1643	Family Leave (Revised Only Pages 1 & 4)
P 6311	Contracts for Goods or Services Funded by Federal Grants (Revised)
P 2260	Equity in School and Classroom Practices (Revised)

Ayes: Bradford, Aklonis, Guerriero, Best, Guidicipietro, Moteiro, Regan, Rinaldi, Justice, Mackley, Ryan, Steinberg & Weiss

Nays: None Abstain: None

TRAVEL AND RELATED EXPENSES:

It was moved by Ms. Moteiro, seconded by Ms. Guerriero, and carried by roll call vote, to approve item #22:

22. 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. 16)

Ayes: Bradford, Aklonis, Guerriero, Best, Guidicipietro, Moteiro, Regan, Rinaldi, Justice, Mackley, Ryan, Steinberg & Weiss

Nays: None Abstain: None

PERSONNEL:

It was moved by Dr. Guidicipietro, seconded by Ms. Regan, and carried by roll call vote, to approve items #23-31:

23. Motion to approve the Personnel Agenda dated June 3, 2026 as recommended by the Superintendent **(Att. 17)**

24. Motion to approve personnel agenda dated June 3, 2026 for internal and external staff for the Extended School Year Program, as recommended by the Superintendent **(Att. 18)**

25. Motion to approve the 2026-2027 contract of Debra LeBrun, approved by the Executive County Superintendent, as Business Administrator at an annual salary of $182,000. **(Att. 19)**

26. Motion to approve the 2026-2027 contract of Eric Larson, Assistant Business Administrator, at an annual salary of $193,167 **(Att. 19A)**

27. Motion to approve the use of a district vehicle by Building & Grounds Supervisor only for commuting to and from work as means for efficient use of B&G Supervisor's time **(Att. 20)**

28. Motion to approve the job description for Assistant Business Administrator: Finance **(Att. 21)**

29. Motion to approve the job description for Assistant Business Administrator: Operations **(Att. 22)**

30. Motion to approve the 2026-27 Revised Annual Personnel Agenda for Auxiliary Services dated June 3, 2026 as recommended by the Superintendent **(Att. 23)**

31. Motion to approve an agreement with Eric Larson to provide business office related consulting services at the hourly rate of $140 not to exceed $21,000 for the 2026-2027 school year

Ayes: Bradford, Aklonis, Guerriero, Best, Guidicipietro, Moteiro, Regan, Rinaldi, Justice, Mackley, Ryan, Steinberg & Weiss

Nays: None

Abstain: None

SUSPENSION REPORT:

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

32. Motion to approve the Suspension Report for May 2026

(Att. 24)

OLD BUSINESS: None

NEW BUSINESS: Winfield rep. asked about the existence of UCESC Committees. Westfield rep. presented a resolution supported by the NJSBA for UCESC to adopt.

RECOGNIZE THE PUBLIC: None

DATE OF NEXT MEETING:

The next meeting of the Board of Directors will be at 7:00 p.m., Wednesday, August 12, 2026 in the second floor conference room at 45 Cardinal Drive, Westfield, N.J.

ADJOURNMENT:

On the motion of Ms. Guerriero seconded by Ms. Bradford and carried by unanimous voice vote, the meeting was adjourned at 8:21 p.m.

Eric Larson

Eric Larson, Board Secretary