

The meeting previously scheduled to take place at the SCESC Career Center, has now been changed to an electronic meeting by which the Board and members of the public may participate remotely via <https://us02web.zoom.us/j/83629193756?pwd=UW95NjlwbkRvbVpVSWtWTGp1K081UT09>

Meeting ID: 836 2919 3756

Passcode: Rqm8Lu.

SOMERSET COUNTY EDUCATIONAL SERVICES COMMISSION BOARD OF DIRECTORS REMOTE MEETING NOTICE IS HEREBY GIVEN: PURSUANT TO THE OPEN PUBLIC MEETINGS LAW, CHAPTER 231, P.L. 1975, that the Regular Board Meeting of the Somerset County Educational Services Commission Board of Directors will conduct a remote board meeting at 4:30 PM on Wednesday, April 7, 2021.

Board members will log-in, and the public will be able to log-in and view the meeting.

Public comment will be facilitated through emailing Jeff Siipola prior to the meeting at jsiipola@somersetcountyesc.org.

BE IT FURTHER RESOLVED, the aforesaid meeting updates and any instructions for the facilitation of the meeting will be relayed on the district's website under announcement and/or the district's calendar.

BE IT FURTHER RESOLVED that the aforesaid notice be run on the newspapers designated by the Board to receive the notice required by the provisions of the Open Public Meeting Act.

NOTE: Closed Executive Sessions with the public excluded for discussion of personnel and legal matters will be authorized as needed by resolution during public meetings or by special notice. Jeff Siipola, Board Secretary.



SOMERSET COUNTY EDUCATIONAL SERVICES COMMISSION

WWW.SOMERSETCOUNTYESC.ORG

991 Route 22 West, Suite 301 • Bridgewater, NJ • 08807

Phone: 908-707-0070 • Fax: 908-429-3947

HAROLD DUNSAVAGE
Superintendent

DANIEL KERR
Assistant Superintendent
Principal

JEFFREY SIIPOLA
Business Administrator
Board Secretary

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Jeff Siipola, Board Secretary.

Somerset County Educational Services Commission

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Agenda for April 7, 2021 Meeting of the Representative Assembly/Board of Directors

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I. Call to Order

II. Salute to Flag

III. Opening Statement

Notice of this meeting was posted in the Office of the Somerset County Superintendent of Schools and sent for publication to the Courier News, Star Ledger, County Clerk, each district which is a member of the Commission, and posted on the Commission bulletin board and electronically on the Commission website.

IV. Roll Call

V. Addition to Representative Assembly/Board of Directors

The Superintendent recommends approval to rescind appointment of Somerset Hills School District Representative Jamie Leiss; and

The Superintendent recommends and records that the Somerset Hills School District has duly elected Dr. Gretchen Dempsey as Representative of the Somerset County Educational Services Commission Representative Assembly.

VI. Executive Session

It is recommended that:

WHEREAS, the New Jersey Open Public Meetings Law, N.J.S.A. 10:4-13, provides that certain matters be discussed by a public body in Executive Session; and

WHEREAS, personnel, contract, and legal items are such matters, including labor negotiations and grievances, reductions in force, staff terminations, and attorney-client matters;

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the Somerset County Educational Services Commission retire to Executive Session to discuss personnel, contract, negotiations, and legal matters;

AND BE IT FURTHER RESOLVED that the public be informed of the results of the Executive Session at the next public meeting of the Somerset County Educational Services Commission or as soon thereafter as practicable.

VII. Superintendent's Update

The Superintendent highlights items from the current Board packet under "Superintendent's Update" which was previously mailed to Board members.

VIII. Open to Public—*Agenda Items Only*

Board President's Statement to the Public:

We very much welcome input from the public. The public is invited to speak now about any item that

*Roll Call Vote

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is listed on tonight's agenda before the Board votes or on any other matter. Any emailed comments received by the Board Secretary will also be read at this time.

Before you make your comment, please state your name and address. There is a five-minute time limit per speaker. Please understand that our public forums are not structured as question and answer sessions, but rather are offered as opportunities to share your thoughts with the Board. In instances where the Board believes that there is a misunderstanding or inaccuracy, the Board President or Superintendent will address the comment.

There may be times when a member of the public makes a comment or asks a question about personnel or hiring decisions. New Jersey Statutes do not permit the Board to discuss personnel issues in Public Session.

IX. Minutes

The Superintendent records the ratification and approval of the public and executive session minutes of the December 2, 2020 Representative Assembly/Board of Directors meeting at the April 7, 2021 Board Meeting.

The Superintendent recommends the ratification and approval of the public session minutes of the February 3, 2021 Representative Assembly/Board of Directors meeting.

X. Committee Reports

A. **FINANCE** *Items A.1. through A.9. may be voted on together.*

The Superintendent recommends the following:

- *A.1. approval of the transfers for January 2021 and February 2021 among line items and program categories.
- *A.2. approval of the January 2021 and February 2021 Board Secretary's Reports.
- *A.3. approval of the February 2021 and March 2021 Bill Lists, Ratification Bill Lists, and Nonpublic Bill Lists.
- *A.4. approval for professional development meetings, workshops, conferences and programs for administration and staff to attend during the 2020-2021 school years as detailed in Appendix 1, payment to be approved by the Board, subject to submission of duly executed, itemized vouchers by each employee.

All travel is directly related to and within the scope of the employee's current responsibilities and is critical to the instructional needs of the school district or furthers the efficient operation of the school district, and is in compliance with State travel payment guidelines as established by the OMB. Furthermore, all mileage for employees not covered under a collective bargaining agreement must be reimbursement at the State level (\$.35/mile), payment to be approved by the Board, subject to submission of duly executed, itemized vouchers by each employee.

*Roll Call Vote

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- *A.5. approval of the following revised hourly rates for DeSesa Engineering Company, Inc., effective 3/01/2021-9/30/2021:

Mechanic Rates

Regular \$134.50

Overtime \$194.00

Double Time \$257.50

Helper Rates

Regular \$119.50

Overtime \$172.00

Double Time \$226.00

- *A.6. approval of agreement with Fun Fit Therapy, LLC, for physical therapy services for the Nonpublic/Public Program, as needed, as listed in Appendix 2, effective 3/03/2021-6/30/2021.

- *A.7. approval of the following Nonpublic/Public Program Chapter 226 Nurse Services Agreements for 2021–2022: Appendix 3

- *A.8. approval to enter into agreement with the following school district(s) for services to nonpublic schools for the 2021-2022 school year, as indicated below:

- Bernards Township School District - Chapters 192/193, Addendum to Chapters 192/193, IDEA, Security Aid, Technology and Textbooks.
- Branchburg Township School District - Chapters 192/193, Security Aid, Technology and Textbooks
- Hillsborough Township School District - Chapters 192/193, Addendum to Chapters 192/193, IDEA, Security Aid, Technology and Textbooks.
- Montgomery Township School District - Chapters 192/193, Addendum to Chapters 192/193, IDEA, Security Aid, Technology and Textbooks.
- South Bound Brook School District - Chapters 192/193.

- *A.9. approval to shred records as per Record Retention and Disposal through June 30, 2020 as approved and reviewed by the Custodian of School Records, the Commission's auditor, and NJ State Division of Archives and Records Management.

B. TRANSPORTATION Items B.1. through B.3. may be voted on together.

The Superintendent recommends the following:

- *B.1. approval of February 2021 and March 2021 special education transportation addendums and quotes. Appendix 4a & 4b
- *B.2. approval of the revised 2021-2022 Coordinated Transportation Services Agreements (in-county and out-of-county). Appendix 5
- *B.3. approval of the 2020–2021 Coordinated Transportation Services Agreement(s) between the Somerset County Educational Services Commission and the following school districts:
- Black Horse Pike Regional School District

*Roll Call Vote

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- Clifton Public Schools
- Metuchen School District.

C. PERSONNEL *Items C.1. through C.15. may be voted on together.*

The Superintendent recommends the following:

- *C.1. approval of the following Commission-wide personnel, part time, as needed, no more than 5.75 hours per day, no benefits, paid twice monthly, subject to the terms and conditions of Board policy, pending completion of personnel requirements, and subject to Emergent Hiring procedures, and Criminal History Review, and as indicated:

David Delsantro	Teacher Aide	\$18.00 per hour (certified–new hire) part-time,
	Commission Wide	as needed, less than 26.5 hours per week, no
		benefits, effective 4/07/2021–6/30/2021.
		Anticipated Total: \$4,608.00

- *C.2. approval of the appointment of Frances Tosti as Speech Language Specialist, assigned to the Nonpublic Program, at an annual salary of \$24,018. (Step BA-21, .30 FTE), prorated, 10-month employee, effective 4/19/2021–6/30/2021, subject to termination as standard in SCESCEA Agreement, as assigned, and in accordance with N.J.S.A. 18A:27-10.

- *C.3. approval of the employment of the following Commission-wide salary Bus Aide(s), paid twice monthly, as needed, dependent upon bus routes, subject to 2-weeks termination notification, and pending completion of personnel requirements, subject to Emergent Hiring Procedures/ Criminal History Review, and Transportation requirements, as indicated:

Name	Effective Date	Salary
Samuel Caamano	2/01/2021-6/30/2021	\$14.60/hour

- *C.4. approval to increase Samuel Caamano, Bus Aide, from \$14.60/hour to \$16.60/hour, effective 2/01/2021-6/30/2021.

Informational: Due to Mr. Caamano’s previous wheelchair assignment experience, he qualifies for the 2020-2021 Wheelchair School Bus Driver assignment rate of contracted rate plus \$2.00 per hour.

- *C.5. approval to increase Yamileth Bravo-Restrepo, School Bus Driver, from \$21.80/hour to \$23.80/hour, effective 3/22/2021-6/30/2021.

Informational: Due to Ms. Bravo-Restrepo’s previous wheelchair assignment experience, she qualifies for the 2020-2021 Wheelchair School Bus Driver assignment rate of contracted rate plus \$2.00 per hour.

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*C.6. approval for donUellas Sergeon, Dispatcher/Safety & Training Coordinator, to receive a \$2,100 nonpensionable, prorated, as needed, stipend for Charters duties, effective 01/01/2021-6/30/2021.

*C.7. approval of the following salary steps and salaries for the school year, as noted, as specified:

9/01/2020 – 6/30/2021

Name	Salary Step	Salary
Maria Adams	BA-19, effective 9/01/2020 - 1/03/2021	\$75,410.00
Maria Adams	BA-19 (.4 FTE), effective 1/04/2021 - 6/30/2021	\$30,164.00
Jennifer Bengliano	MA-2	\$58,380.00
Ivelisse Berges	MA+30-21	\$91,060.00
Julia Calantoni	BA-10	\$62,660.00
Kevin Currais	BA-6	\$56,960.00
Joseph Davicsin	BA-4, effective 9/01/2020-1/31/2021	\$53,880.00
Joseph Davicsin	MA-4, effective 2/01/2021-6/30/2021	\$59,380.00
Martin Deutschman	BA-3	\$52,880.00
Kelly Eder	MA-18	\$78,660.00
Melissa Ferraris	MA+30-3	\$64,380.00
Christina Gratkowski	MA-11	\$68,160.00
Holly Harris	MA-3 (.8 FTE)	\$47,104.00
Stacey Hart	BA-5 (.8 FTE)	\$44,228.00
Nancy Jenkins	BA-8	\$60,710.00
Margaret Leonard	BA-20	\$77,710.00
Lauren Lipman	MA+30-9	\$71,710.00
Antonia Orfanidis	MA-10	\$66,210.00
Jason Osborn	MA-18	\$78,660.00
Patrick Woolley	BA-5	\$53,880.00
Starla Rudolph	MA-15	\$72,210.00
Shelly Rzewuski	MA+30-7	\$69,810.00

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Greg Sampson	MA-21	\$85,560.00
Amy Schwartz	MA-6 (.8 FTE), effective 9/01/2020 - 2/16/2021	\$48,628.00
Daniel Silva	MA+30-11	\$73,660.00
Laura Steiner	BA-7	\$58,810.00
Brett Stibitz	MA-21	\$85,560.00
Michael Viggiano	MA+30-21	\$91,060.00
Sherri Vinella	MA-17	\$76,460.00
Patricia Williams	BA-21	\$80,060.00

Name	Position	Salary
Neeraj Badlani	Secretary	\$55,445.00
Elisabeth Garcia	Secretary	\$55,445.00

*C.8. approval of the following hourly rates for the school year, as noted, as specified:

9/01/2020 – 6/30/2021

Name	Position	Daily Hours	Rate
Liliana Albee	Teacher Aide (Certified), effective 9/01/2020-9/30/2020	5 hours, 15 min	\$18.95
Liliana Albee	Teacher Aide (Certified), effective 10/01/2020-6/30/2021	4 hours, 45 min	\$18.95
Nancy Burbano	Teacher Aide (Certified), effective 9/01/2020-9/30/2020	5 hours, 15 min	\$19.46
Nancy Burbano	Teacher Aide (Certified), effective 10/01/2020-6/30/2021	5 hours	\$19.46
Elizabeth Carney	Teacher Aide (Certified), effective 9/01/2020-9/30/2020	5 hours, 15 min	\$31.38
Elizabeth Carney	Teacher Aide (Certified), effective 10/01/2020-6/30/2021	5 hours	\$31.38
Joan Coles-Peters	Teacher Aide (Certified), effective 9/01/2020-9/30/2020	5 hours, 15 min	\$33.64

*Roll Call Vote

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Joan Coles-Peters	Teacher Aide (Certified), effective 10/01/2020-6/30/2021	5 hours	\$33.64
Lisa DeFalco	Teacher Aide (Certified), effective 10/25/2020-6/30/2021	5 hours	\$18.00
Helen Edwards	Teacher Aide (Certified), effective 9/01/2020-9/30/2020	5 hours, 15 min	\$34.51
Helen Edwards	Teacher Aide (Certified), effective 10/01/2020-10/28/2020	5 hours	\$34.51
Letitia Ellis	Teacher Aide (Certified), effective 9/01/2020-9/30/2020	5 hours, 15 min	\$19.99
Letitia Ellis	Teacher Aide (Certified), effective 10/01/2020-6/30/2021	5 hours	\$19.99
Rebecca Farnham	Teacher Aide (Certified), effective 9/01/2020-9/30/2020	5 hours, 15 min	\$18.45
Rebecca Farnham	Teacher Aide (Certified), effective 10/01/2020-1/29/2021	5 hours	\$18.45
Christopher Jones	Teacher Aide (Uncertified), effective 11/09/2020-6/30/2021	5 hours	\$14.00
Shaun Lockhart	Teacher Aide (Uncertified), effective 10/12/2020-6/30/2021	5 hours, 15 min	\$26.56
Mikyla Mensah	Teacher Aide (Uncertified), effective 9/25/2020-9/30/2020	5 hours, 15 min	\$14.00
Mikyla Mensah	Teacher Aide (Uncertified), effective 10/01/2020-6/30/2021	5 hours	\$14.00
Jill Murphy	Teacher Aide (Certified), effective 9/01/2020-9/30/2020	5 hours, 15 min	\$33.64
Jill Murphy	Teacher Aide (Certified), effective 10/01/2020-6/30/2021	5 hours	\$33.64
Quratulain Qureshi	Teacher Aide (Certified), effective 9/01/2020-9/30/2020	5 hours, 15 min	\$18.45
Quratulain Qureshi	Teacher Aide (Certified),	4 hours, 45 min	\$18.45

*Roll Call Vote

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	effective 10/01/2020-1/15/2021		
Wendy Smith	Teacher Aide (Certified), effective 9/14/2020-6/30/2021	5 hours, 15 min	\$19.99
Rashad Vauter-Epps	Teacher Aide (Uncertified), effective 9/16/2020-9/30/2020	5 hours, 15 min	\$15.14
Rashad Vauter-Epps	Teacher Aide (Uncertified), effective 10/01/2020-6/30/2021	5 hours	\$15.14

*C.9. approval of revision of the 2020-2021 SCESC Transportation bus drivers hourly rates for services, effective 4/07/2021, as indicated below:

Non-driving/extra duty rate from \$10.50/hour to \$12.00/hour

Informational: The State of New Jersey has increased the minimum wage to \$12.00 per hour.

*C.10. approval for the following teachers to receive a \$5,000 annual stipend, as needed, prorated, for 6th period teaching assignment as indicated:

Name	Teaching Assignment	Effective
Michael Viggiano	Teacher of Health and Physical Education/ Teacher of Driver Education	2/08/2021-3/10/2021

*C.11. approval of the following leaves of absence:

- Joseph Galietti, School Bus Driver
 - Paid medical leave, effective 1/28/2021-2/11/2021(AM).
 - Unpaid medical leave, effective 2/11/2021(PM)-2/19/2021.
- Carlos Vallejo, Bus Aide
 - Paid medical leave, effective 1/29/2021-2/26/2021.
- Martha Jones, Transportation Secretary
 - Paid medical leave, effective 2/04/2021-2/19/2021 and 2/25/2021-3/19/2021.
 - FMLA, effective 2/04/2021-2/19/2021 and 2/25/2021-3/19/2021.
- John Rotola, Buildings & Grounds Coordinator
 - Paid medical leave, effective 2/08/2021-2/12/2021.
- Maria DelValle, School Bus Driver
 - Paid medical leave, effective 2/22/2021-3/05/2021.
- Ruth McKean, Board Office Clerk
 - Paid medical leave, effective 2/26/2021-3/05/2021.

*Roll Call Vote

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- Lauren Lipman, School Guidance Counselor
 - Paid medical leave, effective 3/14/2021-5/3/2021
 - FMLA, effective 5/04/2021-6/30/2021 and 9/01/2021-9/28/2021
 - Unpaid leave, effective 9/29/2021-6/30/2022.
- *C.12. approval of the following resignation (for the purpose of retirement):
 - Maureen Wilson, Nonpublic Nurse, effective 3/31/2021.
- *C.13. ratification of the Executive Committee on 3/11/2021 to terminate Joseph Galietti, School Bus Driver, effective 3/11/2021.

Informational: In accordance with the provisions of Mr. Galietti's Employment Contract, he received two weeks salary in lieu of advanced notice.
- *C.14. approval and authorization to employ current SCESC certificated staff interested in working the Extended School Year and other summer programs, as approved by the Superintendent based on recommendations by the Principal(s), as needed, dependent upon programmatic needs, and teaching assignments, and dependent upon student enrollment, at the 2020–2021 summer certified staff rate of \$32. per hour, payment to be approved by the Board, subject to submission of duly executed, itemized vouchers by each employee.

Informational: The above resolution will authorize employment of all current SCESC certificated staff interested in working the Extended School Year and other summer programs. This will allow administrators to start planning and scheduling staff for ESY and other summer programs.
- *C.15. approval and authorization to employ current SCESC Teacher Aides interested in working the Extended School Year and other summer programs, as approved by the Superintendent based on recommendations by the Principal(s), as needed, dependent upon programmatic needs, and teaching assignments, and dependent upon student enrollment at the 2020–2021 support staff rate of \$14. per hour (non-certified) and \$18. per hour (certified), payment to be approved by the Board, subject to submission of duly executed, itemized vouchers by each employee.

D. **POLICY** *Items D.1. through D.3. may be voted on together.*

The Superintendent recommends the following:

- *D.1. approval of the proposed revisions of the following policies and regulations to be added to the Commission Policy Manual (first reading): Appendix 6

Policy #	Policy
0145**	Board Member Resignation and Removal

*Roll Call Vote

Somerset County Educational Services Commission

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- 1642** Earned Sick Leave Law - *Regulation*
- 2415** Every Student Succeeds Act
- 2415.20** Every Student Succeeds Act Complaints
- 2415.20** Every Student Succeeds Act Complaints - *Regulation*
- 4125** Employment of Support Staff Members
- 5330.01** Administration of Medical Cannabis
- 5330.01** Administration of Medical Cannabis - *Regulation*
- 6360** Political Contributions
- 7425** Lead Testing of Water in Schools
- 8330** Student Records

***Mandated*

Informational: The revised policies and regulations have changes specified by ~~strike throughs~~ to denote deletions and **bolded** text to indicate new material.

- *D.2. approval of the proposed adoption of the following policies and regulations to be added to the Commission Policy Manual (first reading): Appendix 7

- | Policy # | Policy |
|-----------------|--|
| 0164.6** | Remote Public Board Meetings During a Declared Emergency |
| 1643** | Family Leave |
| 2415.02** | Title I – Fiscal Responsibilities |
| 2415.05** | Student Surveys, Analysis, and/or Evaluations |
| 7425** | Lead Testing of Water in Schools - <i>Regulation</i> |
| 9713** | Recruitment by Special Interest Groups |

***Mandated*

Informational: Due to changes in the law, Strauss Esmay Associates recommended the addition of these policies and regulations to the Commission's Policy Manual.

- *D.3. approval of the proposed abolishment of the following policy from the Commission Policy Manual (first reading): Appendix 8

- | Policy # | Policy |
|-----------------|--|
| 2415.01** | Academic Standards, Academic Assessments, and Accountability |

*Roll Call Vote

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- 2415.03** Highly Qualified Teachers
- 3431.1** Family Leave
- 4431.1** Family Leave
- 3431.3 New Jersey Family Leave Insurance Program
- 4431.3 New Jersey Family Leave Insurance Program
- 7430** School Safety
- 7430** School Safety - *Regulation*

***Mandated*

Informational: As per Strauss Esmay, the existing Policy and Regulation Guides should be abolished as they do not meet legal requirements or are no longer necessary.

XI. Old Business

XII. New Business

XIII. Adjournment

Somerset County Educational Services Commission

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Addendum Agenda for April 7, 2021 Meeting of the Representative Assembly/Board of Directors

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X. Committee Reports

A. **FINANCE** *Items A.1. through A.10. may be voted on together.*

The Superintendent recommends the following:

*A.10. approval to enter into agreement with the following school district for services to nonpublic schools for the 2021-2022 school year, as indicated below:

- Bridgewater-Raritan Regional School District - Chapters 192/193, Addendum to Chapters 192/193, IDEA, Security Aid, Technology and Textbooks.

C. **PERSONNEL** *Items C.1. through C.17. may be voted on together.*

The Superintendent recommends the following:

*C.16. approval to authorize Kellie De San, Supervisor of Instruction & Student Affairs, as acting principal in the absence of the building administrator, at a rate of \$100 per diem, effective 4/06/2021-6/30/2021.

*C.17. approval of the following resignation:

- Christopher Jones, Teacher Aide, effective 4/20/2021.

*Roll Call Vote