

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/84766196189?pwd=cGNHVjdNYTRwQlpZRGpWQmZDbkMvZz09>

Meeting ID: 847 6619 6189

Passcode: 1QBfU8.

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, December 2, 2020.

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

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

Agenda for December 2, 2020 Meeting of the Representative Assembly/Board of Directors

Meeting will be held as scheduled and advertised at

<https://us02web.zoom.us/j/84766196189?pwd=cGNHVjdNYTRwQlpZRGPWQmZDBkMvZz09>

Meeting ID: 847 6619 6189 Passcode: 1QBfU8

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 and records that the Montgomery Township School District has duly elected Dr. Biren Saraiya as Representative of the Somerset County Educational Services Commission Representative Assembly.

VI. Resolution of Procedures for Public Comments at Remote Board Meetings

Resolved, that the Board hereby adopts the following standard procedures for comments submitted by members of the public in advance of and/or during remote public meetings:

- 1) In the case of remote or hybrid meetings, all advanced written comments must be received by the Board Secretary/Business Administrator, Jeff Siipola, no later than 12 PM on the date of the meeting at which they are to be considered. Comments may be submitted by mail or email to Mr. Siipola as follows:

Mail to: 991 Route 22 West, Suite 301, Bridgewater, NJ 08807

E-mail to: jsiipola@somersetcountyesc.org

- 2) In the case of remote and hybrid meetings, commenters may voice their comments via audio (telephone) and/or video during the public comment portion of the meeting.
- 3) In the case of remote and hybrid meetings, comments will not be accepted via text during the public comment portion of the meeting.
- 4) All commenters will be required to identify themselves.
- 5) All public comments must conform to basic standards of civility. Disruptive, threatening and/or profane written comments will not be read or entertained. If spoken during the meeting, the commenter will be stopped and/or muted and may be removed from the meeting.

*Roll Call Vote

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- 6) All advanced written comments submitted in accordance with the above requirements that are not duplicative will be read aloud during the public comment portion of the meeting, subject to the 5 minute time limitation placed on all comments, and will be read from the beginning until the time has expired.
- 7) Duplicative comments may be passed over, but must be noted for the record with content summarized in the minutes.

VII. 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.

VIII. Presentation

The Superintendent will commend Judith Haas, Board member, for her 11 years of service. Throughout her years of service Ms. Haas:

It is nearly impossible to elaborate on all of the valuable contributions Mrs. Haas has made to enhance our Commission. I would like to take this opportunity to express my deep appreciation of her selfless service to the SCESC Board of Directors. Over the past 11 years, she has not only served as a board member but also a previous Board President and Vice President. Mrs. Haas also generously gave of her personal time to attend numerous Somerset County Board of Chosen Freeholders meetings to ensure the development of our Career Center. Her dedication to the Somerset County Educational Services Commission demonstrates her commitment to quality education.

Judy, I wish you much health and happiness in all of your future journeys. Also, on a personal note, I want to thank you for being a friend.

The Superintendent will commend Patricia Williams, Teacher of the Handicapped, for her 34 years of service.

When Mrs. Williams began at the SCESC as a student teacher it was evident that teaching was her calling. She was both academically talented and self-motivated. Her caring and nurturing, as well as exceptional professionalism and work ethic, ensured that every student she taught received the best education possible. Mrs. Williams has always been able to meet the needs of her students regardless of their various learning styles.

*Roll Call Vote

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Patti, you have touched so many lives here at the Commission. I truly thank you for your devotion to the SCESC, students, parents, and faculty members. You will be missed. I wish you much health and happiness in your retirement.

IX. Superintendent's Update

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

X. 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 is listed on tonight's agenda before the Board votes.

The discussion and effectuation of public business will be limited to only those matters necessary for continued operation that related to the declared emergency, or required decision due to imminent time constraints.

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.

XI. Minutes

The Superintendent records the ratification and approval of the public session minutes of the August 3, 2020 Representative Assembly/Board of Directors meeting at the December 2, 2020 Board Meeting.

The Superintendent recommends the ratification and approval of the public session minutes of the October 7, 2020 Representative Assembly/Board of Directors meeting.

XII. Committee Reports

A. **FINANCE** *Items A.1. through A.14. may be voted on together.*

The Superintendent recommends the following:

- *A.1. approval of the transfers for September 2020 and October 2020 among line items and program categories.
- *A.2. approval of the September 2020 and October 2020 Board Secretary's Reports.
- *A.3. approval of the October 2020 Bill Lists, Ratification Bill Lists, and Nonpublic Bill Lists.
- *A.4. authorization of the Superintendent to compensate employees at the State level (\$.35/mile) for mileage reimbursement as per negotiated agreements, if applicable, effective 12/02/2020.

*Roll Call Vote

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- *A.5. 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.

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).

- *A.6. establishment of 2021–2022 rates for services provided to public and nonpublic school districts and approval to authorize the Superintendent to evaluate individual district requests and adjust fees based on special circumstances, as necessary, with approval of the Executive Committee, as noted in Appendix 2.

- *A.7. approval to operate the following 2021 High School Life Skills Summer School Programs to serve the various needs of the local districts in accordance with programming needs, financial resources, and student enrollment at the rate of \$325 fee per student per each 1.25 credit course:

Life Skills I

Life Skills II

Structured Learning Experience - NJ state minimum hourly rate for readiness skills development, conditional upon satisfactory counselor recommendation and academic progress (not to exceed 10 hours per week unless authorized by an administrator)

Informational: Approval of above initiates the planning and development process for both Extended School Year and Summer School programming. Staff positions, programming and hiring are contingent upon student enrollment and financial resources. The Superintendent is authorized to modify the above to accommodate Child Study Team requests and other special circumstances.

- *A.8. establishment of the following 2021–2022 administrative fees for provision of nonpublic school services as indicated below:

Chapter 192/193	6% of State funds received by the district
Nonpublic Nursing Program	6% of State Aid to be taken from entitlement
Technology	5% of State funds to be taken from entitlement
Textbooks	6% administrative fee to be based on entitlement and to be paid by district (if only nonpublic service provided).
Security Aid Program	6% administrative fee to be based on entitlement and to be paid by district (if only nonpublic service provided).

- *A.9. approval to implement the 2021–2022 fees for nonpublic auxiliary services set by the State for services listed below:

Chapters 192/193

Compensatory Education

Home Instruction

*Roll Call Vote

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English as a Second Language Examination and Classification/Annual Review
Supplemental Instruction Speech Correction

*A.10. approval to accept the award of the 2020 Safety Grant Program through the New Jersey Schools Insurance Group, for the qualified purposes, in the amount of \$13,819.86, for the period 7/01/2020-6/30/2021.

*A.11. approval of the Agreement between the Somerset County Educational Services Commission (Transportation Department) and Brenntag Lubricants Northeast for rental of diesel exhaust fluid pump and tank for a contract value of \$1,375., effective 9/01/2020–6/30/2021.

Informational: Brenntag Lubricants agrees to maintain the equipment above per the factory warranty guidelines.

*A.12. approval of agreement with CCL Therapy LLC for occupational therapy services for the Nonpublic/Public Program, as needed, as listed in Appendix 3, effective 10/20/2020-6/30/2021.

*A.13. approval of the agreement with Franklin Township Board of Education to provide Twilight Program Career Center component instruction for their students for the 2020-2021 school year. Appendix 4

Informational: The item’s wording remains the same as found in the October 7, 2020 Board Agenda. The appendix has been corrected to reflect the motion.

*A.14. approval of the revised agreement with Rutgers Biomedical and Health Sciences-University Behavioral Health Care to provide Clinicians and a Psychiatrist from a fixed fee of \$290,325. to a fixed fee of \$213,428., as specified in the proposal. Appendix 5

Informational: The item’s wording remains the same as found in the October 7, 2020 Board Agenda. The appendix has been corrected to reflect the motion.

B. TRANSPORTATION Items B.1. through B.4. may be voted on together.

The Superintendent recommends the following:

*B.1. approval of Special Education Transportation 2020-2021 addendums and quotes. Appendix 6a-6b

*B.2. approval of the 2020–2021 Coordinated Transportation Services Agreement(s) between the Somerset County Educational Services Commission and the following school district(s):

- Branchburg Township School District
- Bridgewater-Raritan Regional School District
- Manville Borough School District
- North Plainfield School District
- Scotch Plains-Fanwood School District
- Somerset Hills School District
- Somerville Public School District
- South Plainfield School District
- Watchung Borough School District.

*Roll Call Vote

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- *B.3. approval of the Bridgewater-Raritan Regional 2020-2021 Agreement for Participation in Coordinated Transportation Services for Public School In-District Routes, effective September 1, 2020 through June 30, 2021 and Amendment to 2020-2021 Coordinated Transportation Services Agreement for In-District Public Transportation, effective October 12, 2020 through October 31, 2020. Appendix 7a & 7b
- *B.4. approval of the negotiated percentage of 85% for special education transportation contracted services by Father N Son Transportation, Inc. for payment as per Executive Order 107 and the provision that all contracted service providers were to be paid after negotiations, for the period beginning on or about March 18, 2020 through June 30, 2020.

C. PERSONNEL *Items C.1. through C.12. may be voted on together.*

The Superintendent recommends the following:

- *C.1. approval of appointment of Laura Steiner as full time Elementary School Teacher in Grades K-6 (Standard) and Teacher of Students with Disabilities (Standard), Commission-wide, at an annual salary of \$58,660., (Step BA-7, prorated), 10-month employee, effective 12/21/2020–6/30/2021, subject to termination as standard in SCESCEA Agreement, as assigned, and in accordance with N.J.S.A. 18A:27-10.

Informational: The Agreement with the SCESCEA expired June 30, 2020. Stipends remain at the 2019–2020 negotiated rates. If applicable, stipends will be readjusted when the SCESCEA Agreement is ratified.

- *C.2. approval of the appointment of Jewel Sergeant as Food Services Program Assistant, 12 month full-time employee, at the annual salary of \$36,000. (prorated), per the terms and conditions set forth in her annual employment contract, effective 10/23/2020–6/30/2021.
- *C.3. approval of appointment of School Nurse Margaret Leonard to serve as Chapter 226 Nurse, as needed after her normal work day, as assigned, non-tenurable, no mileage reimbursement, based upon State funding, and depending upon programmatic needs of the Commission, effective 10/08/2020–6/30/2021.
- *C.4. 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:

Name	Effective Date	Salary
Christopher Jones	11/09/2020–6/30/2021	\$14.00/hour (noncertified–new hire)

Informational: The Agreement with the SCESCEA expired June 30, 2020. Salaries remain at the 2019–2020 negotiated rates. If applicable, salary will be readjusted when the SCESCEA Agreement is ratified.

- *C.5. approval of the following leave(s) of absence:
 - Quratulain Qureshi, Teacher Aide

*Roll Call Vote

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- Paid medical leave, effective 10/19/2020-11/11/2020 (am).
 - Unpaid medical leave, effective 11/11/2020 (pm)-1/15/2021.
 - Margaret Leonard, School Nurse
 - EPSLA, effective 11/16/2020 and 11/17/2020
 - Paid medical leave, effective 11/18/2020-12/10/2020 (am).
 - Unpaid leave, 12/10/2020 (pm)-2/05/2021
 - FMLA, effective 11/16/2020-2/05/2021.
 - Richard Heywood, Technology Services Manager
 - Paid medical leave, effective 12/21/2020-1/08/2021.
 - FMLA, effective 12/21/2020-1/08/2021.
- *C.6. approval of the following revised leaves of absence:
- Holly Harris, Nonpublic Speech Language Specialist
 - Paid medical leave, effective 11/19/2020-12/16/2020.
 - Unpaid medical leave, effective 12/17/2020-3/31/2021.
 - Ivelisse Berges, Teacher of the Handicapped
 - EPSLA, effective 9/02/2020-9/17/2020
 - Paid medical leave , effective 9/17/2020-1/15/2021.
 - Maria Adams, Elementary School Teacher/Teacher of the Handicapped
 - EPSLA, effective 9/02/2020-9/17/2020
 - Unpaid leave, 9/18/2020-11/20/2020
 - FMLA, effective 9/01/2020-11/20/2020.
- *C.7. approval of the following resignations (for the purpose of retirement):
- Susan Kaplan, Chapter 226 Consultant Nurse, effective 11/30/2020.
 - Patricia Williams, Teacher of the Handicapped, effective 12/31/2020.
- *C.8. approval of the following resignation(s):
- Lisa DeFalco, Food Services Program Assistant, effective 10/22/2020.
- *C.9. 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:

Name	Effective Date	Salary
Lisa DeFalco	10/23/2020–6/30/2021	\$18.00/hour (certified–new hire)

Informational: The Agreement with the SCESCEA expired June 30, 2020. Salaries remain at the 2019–2020 negotiated rates. If applicable, salary will be readjusted when the SCESCEA Agreement is ratified.

*Roll Call Vote

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- *C.10. ratification of the Executive Committee on 10/13/2020 to terminate Samuel Caamano, Bus Aide, effective Tuesday, October 27, 2020.

Informational: In accordance with the provisions of Mr. Caamano’s employment contract, he will receive two weeks salary in lieu of advanced notice.

- *C.11. ratification of the Executive Committee on 10/14/2020 to terminate Helen Edwards, Teacher Aide, effective Wednesday, October 28, 2020.

Informational: In accordance with the provisions of Ms. Edwards’ employment contract, she will receive two weeks salary in lieu of advanced notice.

- *C.12 approval of revision of the 2020–2021 SCESC Transportation bus drivers hourly rates for services, as indicated below:

Summer drivers rate from \$15.25-\$24.07/hr, dependent upon route and experience to \$15.25-\$26.80/hr, dependent upon route and experience.

Charter only drivers rate from \$15.25-\$24.07/hr, dependent upon route and experience to \$15.25-\$26.80/hr, dependent upon route and experience.

~~Existing regular driver charter rate \$15.00/hour~~

Informational: The existing regular charter rate is included in the CWA agreement.

D. POLICY Items D.1. and D.2. 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 8

Policy #	Policy
1620**	Administrative Employment Contract
1648**	Restart and Recovery Plan
1648.03**	Restart and Recovery Plan - Full-Time Remote Instruction
2451**	Adult High School Education
2464**	Gifted and Talented Students
5330.05**	Seizure Action Plan
5330.05**	Seizure Action Plan <i>Regulation</i>
6470.01**	Electronic Funds Transfer and Claimant Certification
6470.01**	Electronic Funds Transfer and Claimant Certification <i>Regulation</i>
7510**	Use of School Facilities <i>Regulation</i>

**Mandated

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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 9

Policy #	Policy
2431**	Athletic Competition
2431.1**	Emergency Procedures for Sports and Other Athletic Activities <i>Regulation</i>
6440**	Budget Transfers
7440	School District Security
7440	School District Security <i>Regulation</i>
7450**	Property Inventory
7510**	Use of School Facilities
8420**	Emergency Crisis Intervention

***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.

E. PROGRAM

The Superintendent recommends the following:

- *E.1. approval to open a new school designated as New Dawn Academy, effective 9/01/2020.

Informational: The New Dawn Academy offers alternative education for therapeutic and substance recovery students in grades 5-12. The goal is for students to develop the skills they need for long term success in all aspects of their life. University Behavioral Health will provide students with the mental health support they need, including a clinician and psychiatrist.

XIII. Old Business

XIV. New Business

XV. Adjournment

Somerset County Educational Services Commission

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

Addendum Agenda for December 2, 2020 Meeting of the Representative Assembly/Board of Directors

Meeting will be held as scheduled and advertised at

<https://us02web.zoom.us/j/84766196189?pwd=cGNHVjdNYTRwQlpZRGpWQmZDbkMvZz09>

Meeting ID: 847 6619 6189 Passcode: 1QBfU8

XII. Committee Reports

A. FINANCE *Items A.1. through A.16. may be voted on together.*

The Superintendent recommends the following:

- *A.15. approval of the final June 30, 2020 Board Secretary's Reports.
- *A.16. approval of agreement with Therapy Source, Inc. for speech therapy services for the Nonpublic/Public Program, as needed, as listed in Appendix 10, effective 12/01/2020-6/30/2021.