

EDUCATIONAL SERVICES COMMISSION OF MORRIS COUNTY
P.O. Box 1944, Morristown, NJ 07962-1944
(973) 540-8844

MINUTES –BOARD OF DIRECTORS MEETING
January 8, 2014

CALL TO ORDER

President, Perry Kwok called to order the Regular Meeting of the Board of Directors of the Educational Services Commission of Morris County at the Commission Office, 520 Speedwell Avenue, Suite 200, 2nd Floor, Morris Plains on Wednesday, January 8, 2014 at 8:21 pm.

FLAG SALUTE

The President led the Board of Directors in the salute to our flag.

ROLL CALL

The Business Administrator/Board Secretary noted the Roll Call from the Representative Assembly:

Present: Irene LeFebvre, Boonton Town
Karen Nyquist, Long Hill Township
John Morella, Montville Township
Michael Bertram, Morris Hills Regional
Alan Albin, Morris Plains
Terri Murphy, Morris School District
Anthony Giordano, Mt. Olive Township
Marcia Asdal, West Morris Regional
Perry Kwok, Washington Township
Angelo Vilardi, Superintendent

Not Present: Barry Brantner, Boonton Township
Tracy Luciani, Butler Borough
Tom Salerno, Pequannock Township
Harding Township
Lincoln Park Borough
Mine Hill Township

Also Present: Catarina Bilotta, Business Administrator/Board Secretary

NOTICE – Noted the Notice from the Representative Assembly:

I submit that a legal notice of this meeting of the Board of Directors was published on June 23, 2013 in the Daily Record. Notices were also sent on June 18, 2013 to the offices of the Morris County Clerk and the Morris County Superintendent of Schools. In addition, notices were posted at the Park Lake School, Rockaway and Regional Day School, Morristown.

PUBLIC – No Public

SUPERINTENDENT'S REPORT

Superintendent introduced and welcomed Anthony Giordano to the Board

MINUTES

1. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF DECEMBER 4, 2013

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Board of Directors Meeting of December 4, 2013.

Moved by Terri Murphy and seconded by Michael Bertram

The motion was approved as follows: 6 yeas, 0 nays, 3 abstentions (Anthony Giordano, Marcia Asdal and Karen Nyquist)

COMMISSION

2. APPROVAL OF LINE ACCOUNT TRANSFERS FOR THE 2013-2014 BUDGET

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the line account transfers to the 2013/2014 budget as detailed on the attached: EXHIBIT A

Moved by Michael Bertram and seconded by Karen Nyquist

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

3. APPROVAL OF THE BOARD SECRETARY'S AND TREASURER'S REPORT

BE IT RESOLVED BY THE BOARD OF DIRECTORS, that the Board acknowledges receipt of the certification from the Board Secretary that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C.:6A:23-2.11(a) further the Board of Directors, after review of the Board Secretary's and Treasurer's monthly financial reports and upon consultation with the appropriate district, certifies that no major account or fund has been over expended in violation of N.J.A.C.:6A:23.2.11(b), and that sufficient funds are available to meet the Board of Director's financial obligations for the remainder of the fiscal year, therefore it is recommended that the Secretary's and Treasurer's Reports for the month ending November 30, 2013 showing a cash balance of \$227,835.14 be approved. EXHIBIT B

Moved by Michael Bertram and seconded by Karen Nyquist

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

4. APPROVAL OF ACTION ON PAYMENT OF BILLS

BE IT RESOLVED BY THE BOARD OF DIRECTORS that the following List of Bills be approved:

EXHIBIT C

December 31, 2013

\$2,480,202.57

Moved by Michael Bertram and seconded by Karen Nyquist

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

5. APPROVAL OF AWARD OF BIDS

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Award of Bids for various supplies, as determined in consultation with Educational Data Services;

#5940 – MSRP Audio Visual Supplies & Equipment

#5945 – MSRP Music Equipment

#5946 – MSRP Music Supplies

#5942 – MSRP Custodial Supplies & Chemicals

#5943 – MSRP Green Custodial-Chemicals Supplies

#5941 – MSRP Athletic Supplies

#5922 – MSRP Technology Supplies & Equipment

EXHIBIT D1-D116

Moved by Michael Bertram and seconded by Karen Nyquist
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

ESC SCHOOLS

6. APPROVAL OF DISBURSEMENT FROM PARK LAKE LUNCH FUND

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the following disbursements from the Park Lake Lunch fund:
EXHIBIT E

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
November 30, 2013	\$3,568.45	\$457.70

Moved by Alan Albin and seconded by Michael Bertram
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

7. APPROVAL OF DISBURSEMENT FROM REGIONAL DAY LUNCH FUND

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the following disbursements from the Regional Day Lunch fund:
EXHIBIT E

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
November 30, 2013	\$3,540.36	\$261.50

Moved by Alan Albin and seconded by Michael Bertram
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

PERSONNEL

8. APPROVE ESC STAFF

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve personnel for the school year 2013-2014, as recommended by the Superintendent and listed on EXHIBIT F

Moved by John Morella and seconded by Karen Nyquist
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

9. APPROVE MEDICAL LEAVE OF ABSENCE

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the medical leave of absence for Lori Dillon, PA, Regional Day School, from January 6, 2014 to February 10, 2014 with pay and February 11, 2014 to approximately April 7, 2014, without pay, as recommended by the Superintendent.

Moved by John Morella and seconded by Karen Nyquist
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

10. APPROVE FAMILY MEDICAL LEAVE OF ABSENCE

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Family Medical Leave (FMLA), as recommended by the Superintendent, for the following employee:

Name	Effective
Sharon McHugh, PA, RDS	12/17/13 for approximately 6 weeks, without pay

Moved by John Morella and seconded by Karen Nyquist
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

11. **ACCEPT RETIREMENT OF STAFF**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to accept the retirement of Robert King, PE Teacher, RDS & PLS, effective June 30, 2014.

Moved by John Morella and seconded by Karen Nyquist
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

12. **ACCEPT RESIGNATION OF STAFF**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to accept the resignation of the following staff:

<u>Name</u>	<u>Title</u>	<u>Resignation Effective</u>
Kersten, Tammy	BSI Teacher	12/06/13
Weiss, Iris	Speech Teacher	12/19/13

Moved by John Morella and seconded by Karen Nyquist
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

TRANSPORTATION

13. **APPROVE JOINT TRANSPORTATION AGREEMENTS FOR COORDINATED TRANSPORTATION SERVICES – 2013/2014 SCHOOL YEAR**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Joint Transportation Agreement for coordinated transportation services for the 2013/2014 school year for the following districts:

- Carteret Public School (Middlesex County)

Moved by Marcia Asdal and seconded by Irene LeFebvre
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

14. **AWARD OF EMERGENCY AND NEGOTIATED TRANSPORTATION CONTRACTS – 2013/2014 SCHOOL YEAR**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to award the emergency and negotiated transportation contracts for transportation of school pupils for the 2013/2014 school year as per the attached:
EXHIBIT AA

Moved by Marcia Asdal and seconded by Irene LeFebvre
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

15. **APPROVE TRANSPORTATION CONTRACT ADDENDA – 2013/2014 SCHOOL YEAR**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the transportation contract addenda for changes made to routes for the 2013/2014 school year as per the attached:
EXHIBIT BB

Moved by Marcia Asdal and seconded by Irene LeFebvre
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

16. ACCEPT CANCELLATION OF TRANSPORTATION CONTRACTS – 2013/2014 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to accept the cancellation of transportation contracts for the 2013/2014 school year as per the attached:
EXHIBIT CC

Moved by Marcia Asdal and seconded by Irene LeFebvre
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

PUBLIC – No Public

OTHER BUSINESS – No Other Business

GENERAL BOARD DISCUSSION – No General Board Discussion

17. CLOSED SESSION-NOT NEEDED

ADJOURNMENT

There being no further business a motion was made by Irene LeFebvre and seconded by Michael Bertram to adjourn the meeting at 8:37 pm and was carried by a unanimous roll call.

Respectfully Submitted By,

Catarina Bilotta
Business Administrator/Board Secretary

ATTACHMENTS

EXHIBITS

A	Line Account Transfers – November 2013
B	Board Secretary’s & Treasurer’s Report– November 30, 2013
C	Payment of Bills – December 31, 2013
D	Award of Bids - Educational Data Services
E	Lunch Fund – Park Lake School – November 2013
E	Lunch Fund – Regional Day School – November 2013
F	2013-2014 Staff
AA-CC	Transportation