

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

MINUTES –BOARD OF DIRECTORS MEETING
MARCH 2, 2016

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 8:10 pm on March 2, 2016 at the Commission Office, 520 Speedwell Avenue, Suite 200, 2nd Floor, Morris Plains.

ROLL CALL

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

Present: Irene LeFebvre, Boonton Town
Barry Brantner, Boonton Township
Alan Bocchino, Dover Town
Lou Nazzaro, Lincoln Park Borough
Karen Nyquist, Long Hill Township
Karen Bruseo, Mine Hill Township
John Morella, Montville Township
Michael Bertram, Morris Hills Regional
Kenneth Wilbur, Morris Plains
Terri Murphy, Morris School District
Perry Kwok, Washington Township
Angelo Vilardi, Superintendent

Not Present: Melissa Senatore, Jefferson Township
Paul Fechhelm, Mendham Borough
Tom Salerno, Pequannock Township

Also Present: Catarina Bilotta, Business Administrator/Board Secretary
Paul Green, Attorney

PRESIDENT'S APPOINTMENT

In accordance with Bylaw Article III, Section 10, and Bylaw Article IV, Section 5 and 6, as President, I appoint Karen Bruseo, Mine Hill Township of the Representative Assembly to participate as voting Board member for the remainder of this meeting or are there any objections? Hearing none the appointment is approved. **MOVED** by the President, Perry Kwok and **SECONDED** by the Vice President, Karen Nyquist.

NOTICE

I submit that a legal notice of this meeting of the Board of Directors was published on June 28, 2015 in the Daily Record. Notices were also sent on June 26, 2015 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

- Discussed the emergency repair of a boiler issue at Park Lake School
- Discussed the development of an App for ESC
- Discussed the exploration of a 21 Plus Program
- Superintendent mentioned a Park Lake School event on April 8, 2016
- Superintendent shared sad news of two Regional Day School students

MINUTES

1. **APPROVAL OF MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS MEETING OF FEBRUARY 3, 2016**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Regular Meeting of the Board of Directors Meeting of February 3, 2016.

Moved by Barry Brantner and seconded by Michael Bertram
The motion was approved as follows: 10 yeas, 0 nays, 1 abstention (Karen Nyquist)

2. **APPROVAL OF CLOSED MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS MEETING OF FEBRUARY 3, 2016**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Closed Minutes of the Regular Meeting of the Board of Directors Meeting of February 3, 2016.

Moved by Barry Brantner and seconded by Michael Bertram
The motion was approved as follows: 10 yeas, 0 nays, 1 abstention (Karen Nyquist)

COMMISSION

3. **APPROVAL OF LINE ACCOUNT TRANSFERS FOR THE 2015/2016 BUDGET**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the line account transfers to the 2015/2016 budget as detailed on the attached: EXHIBIT A

Moved by Terri Murphy and seconded by John Morella
The motion was approved as follows: 11 yeas, 0 nays, 0 abstentions

4. **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 January 31, 2016 showing a cash balance of \$1,523,826.42 be approved: EXHIBIT B

Moved by Terri Murphy and seconded by John Morella
The motion was approved as follows: 11 yeas, 0 nays, 0 abstentions

5. **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

February 29, 2016 - \$2,570,839.85

Moved by Terri Murphy and seconded by John Morella
 The motion was approved as follows: 11 yeas, 0 nays, 0 abstentions

6. **APPROVE CONTRACT FOR TECHNOLOGY SERVICES**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the contract with Pegnet Computers for technology services for the 2015-2016 school year.

Moved by Terri Murphy and seconded by John Morella
 The motion was approved as follows: 11 yeas, 0 nays, 0 abstentions

7. **APPROVE AWARD OF EDUCATIONAL DATA BIDS**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the award and renewal of bids as determined in consultation with Educational Data Services and listed on the attached and **BE IT FURTHER RESOLVED BY THE BOARD OF DIRECTORS** to approve the result of two no bids for Apple Computer Products on the bid dates February 9, 2016 and February 23, 2016 thus enabling coop members to purchase Apple Products in accordance with NJSA 18A:18A-4 & 5: EXHIBIT D

Moved by Terri Murphy and seconded by John Morella
 The motion was approved as follows: 11 yeas, 0 nays, 0 abstentions

ESC SCHOOLS

8. **APPROVAL OF PARK LAKE LUNCH FUND**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the following disbursements and cash balance from the Park Lake Lunch fund: EXHIBIT E1

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
January 31, 2016	\$2,170.67	\$500.50

Moved by Alan Bocchino and seconded by Karen Nyquist
 The motion was approved as follows: 11 yeas, 0 nays, 0 abstentions

9. **APPROVAL OF REGIONAL DAY LUNCH FUND**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the following disbursements and cash balance from the Regional Day Lunch fund: EXHIBIT E2

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
January 31, 2016	\$2,170.66	\$144.40

Moved by Alan Bocchino and seconded by Karen Nyquist
 The motion was approved as follows: 11 yeas, 0 nays, 0 abstentions

PERSONNEL

10. APPROVE ESC STAFF – 2015-2016

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve personnel for the school year 2015-2016, as recommended by the Superintendent, per the attached: **EXHIBIT F**

Moved by Michael Bertram and seconded by John Morella

The motion was approved as follows: 11 yeas, 0 nays, 0 abstentions

11. APPROVE LIST OF ON-CALL SUBSTITUTES

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the attached list of on-call substitutes for the 2015-2016 school year, as recommended by the Superintendent, at the Board approved rates: **EXHIBIT G**

Moved by Michael Bertram and seconded by John Morella

The motion was approved as follows: 11 yeas, 0 nays, 0 abstentions

12. APPROVE RESIGNATION OF STAFF

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the resignation of the following staff, as recommended by the Superintendent:

<u>Name</u>	<u>Title</u>	<u>Resignation Effective</u>
Berrio, Vanessa	Personal Aide – PLS	01/29/16
Cartisano, Danielle	Personal Aide – RDS	03/01/16

Moved by Michael Bertram and seconded by John Morella

The motion was approved as follows: 11 yeas, 0 nays, 0 abstentions

13. ABOLISH POSITION

BE IT RESOLVED BY THE BOARD OF DIRECTORS to abolish the Technology Coordinator position effective March 31, 2016.

Moved by Michael Bertram and seconded by John Morella

The motion was approved as follows: 11 yeas, 0 nays, 0 abstentions

14. APPROVE MEDICAL LEAVE

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the medical leave for the following staff members with an unknown return date:

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Gerben, Christine	NP Nurse	01/29/16 without pay
Guerci, Rebecca	Teacher – RDS	12/03/15 with pay

Moved by Michael Bertram and seconded by John Morella

The motion was approved as follows: 11 yeas, 0 nays, 0 abstentions

15. APPROVE TERMINATION OF STAFF

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the termination of the following staff, as recommended by the Superintendent:

<u>Name</u>	<u>Termination Effective</u>
Employee #001821	02/29/16
Employee #001721	03/03/16

Moved by Michael Bertram and seconded by John Morella

The motion was approved as follows: 11 yeas, 0 nays, 0 abstentions

TRANSPORTATION

16. APPROVE JOINT TRANSPORTATION AGREEMENTS FOR COORDINATED TRANSPORTATION SERVICES – 2015-2016 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Joint Transportation Agreement for coordinated transportation services for the 2015-2016 school year for the following districts:

- **Flemington-Raritan School District**
- **Newark Public Schools**

Moved by Lou Nazzaro and seconded by Karen Bruseo
The motion was approved as follows: 11 yeas, 0 nays, 0 abstentions

17. AWARD OF EMERGENCY AND NEGOTIATED TRANSPORTATION CONTRACTS – 2015/2016 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 2015/2016 school year as per the attached: EXHIBIT AA

Moved by Lou Nazzaro and seconded by Karen Bruseo
The motion was approved as follows: 11 yeas, 0 nays, 0 abstentions

18. APPROVE TRANSPORTATION CONTRACT ADDENDA – 2015/2016 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the transportation contract addenda for changes made to routes for the 2015/2016 school year as per the attached: EXHIBIT BB

Moved by Lou Nazzaro and seconded by Karen Bruseo
The motion was approved as follows: 11 yeas, 0 nays, 0 abstentions

19. ACCEPT CANCELLATION OF TRANSPORTATION CONTRACTS – 2015/2016 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to accept the cancellation of transportation contracts for the 2015/2016 school year as per the attached: EXHIBIT CC

Moved by Lou Nazzaro and seconded by Karen Bruseo
The motion was approved as follows: 11 yeas, 0 nays, 0 abstentions

20. AWARD OF TRANSPORTATION CONTRACTS – 2015-2016 SCHOOL YEAR

**BE IT RESOLVED BY THE BOARD OF DIRECTORS to award the transportation contracts based on the bid results of February 23, 2016 to the lowest bidders for transportation of school pupils for the 2015-2016 school year as per the attached:
EXHIBIT DD**

Moved by Lou Nazzaro and seconded by Karen Bruseo
The motion was approved as follows: 11 yeas, 0 nays, 0 abstentions

21. APPROVE JOINT TRANSPORTATION AGREEMENTS FOR COORDINATED TRANSPORTATION SERVICES – 2016/2017 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Joint Transportation Agreements for coordinated transportation services for the 2016/2017 school year:

Morris County Districts

Boonton Township, Butler Borough, Chester Township, Denville Township, Dover Town, East Hanover Township, Florham Park Borough, Hanover Park Regional, Hanover Township, Harding Township, Jefferson Township, Kinnelon Borough, Lincoln Park Borough, Long Hill Township, Madison Borough, Mendham Borough, Mendham Township, Mine Hill Township, Montville Township, Morris County Vocational School District, Morris Hills Regional, Morris Plains Borough, Morris School District, Mt. Arlington Borough, Mt. Olive Township, Mountain Lakes Borough, Netcong Borough, Parsippany-Troy Hills, Pequannock Township, Randolph Township, Riverdale Borough, Rockaway Borough, Rockaway Township, Roxbury Township, School District of the Chathams, Town of Boonton, Washington Township, West Morris Regional and Wharton Borough.

Out of County Districts:

Barnegat Township School, Bloomfield Board of Education, Brick Township Public Schools, Burlington County Special Services School District, East Windsor Regional Schools, Flemington Raritan School District, Glen Ridge School District, Hamilton Township School District, Hunterdon Central Regional High School, Irvington Public Schools, Livingston Board of Education, Logan Township School District, Millburn Township, Monmouth Ocean ESC, New Brunswick Public Schools, Newark Public Schools, North Hunterdon-Voorhees Regional High School District, South Brunswick School District, Spring Lake Heights Board of Education, Springfield Public School, Summit Public Schools, Sussex County Regional Cooperative, Township of Union, Vernon Township Board of Education, Warren County Special Services, Watchung Hills Regional, West Milford, West New York School District and West Windsor-Plainsboro Regional School District.

Moved by Lou Nazzaro and seconded by Karen Bruseo

The motion was approved as follows: 11 yeas, 0 nays, 0 abstentions

PUBLIC

OTHER BUSINESS

GENERAL BOARD DISCUSSION

22. CLOSED SESSION

BE IT RESOLVED BY THE BOARD OF DIRECTORS to recess this public meeting and enter into closed session, where the public will be excluded, for the purpose of personnel and pending anticipated litigation, which comes within the provisions of NJSA 10:4-12, Chap. 231 of P.L. 1975. The matters discussed in closed session will be disclosed to the public when circumstances permit.

Moved by John Morella and seconded by Irene LeFebvre. The meeting was moved into closed session at 8:25 pm and was carried by a unanimous roll call.

23. RETURN TO REGULAR SESSION FROM CLOSED SESSION

BE IT RESOLVED BY THE BOARD OF DIRECTORS to return to the regular session of the Board of Directors meeting from the closed session.

Moved by John Morella and seconded by Terri Murphy. The meeting was returned to regular session at 8:47 pm and was carried by a unanimous roll call.

ADJOURNMENT

There being no further business a motion was made by John Morella and seconded by Terri Murphy to adjourn at 8:47 pm and was carried by a unanimous roll call.

Respectfully Submitted By,



Catarina Bilotta
Business Administrator/Board Secretary

ATTACHMENTS

EXHIBITS

- | | |
|--------------|--|
| A | Line Account Transfers – January 2016 |
| B | Board Secretary’s & Treasurer’s Report-January 31, 2016 |
| C | Payment of Bills – February 29, 2016 |
| D | Educational Data Services – Award/Renewal/Apple Bids |
| E1 | Lunch Fund – Park Lake School – January 2016 |
| E2 | Lunch Fund – Regional Day School – January 2016 |
| F | 2015-2016 ESC Staff |
| G | 2015-2016 On-Call Substitutes |
| AA-DD | Transportation |