

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

MINUTES –BOARD OF DIRECTORS MEETING
APRIL 5, 2017

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 will be called to order at 7:30 pm on April 5, 2017 at the Commission Office, 520 Speedwell Avenue, Suite 200, 2nd Floor, Morris Plains.

ROLL CALL

The Business Administrator/Board Secretary called the roll:

Present: Robert Siciliano, Boonton Town
Susan Miele-Motyka, Boonton Township
Jason Karpowich, Butler Borough
Melissa Senatore, Jefferson Township
Lou Nazzaro, Lincoln Park Borough
Karen Nyquist, Long Hill Township
Michael Bertram, Morris Hills Regional
Kenneth Wilbur, Morris Plains
Terri Murphy, Morris School District
Perry Kwok, Washington Township
Angelo Vilardi, Superintendent
Barry Brantner, Boonton Township (arrived at 8:10 pm)

Not Present: John Morella, Montville Township
Anthony Giordano, Mt. Olive Township

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

NOTICE

I submit that a legal notice of this meeting of the Board of Directors was published on July 17, 2016 in the Daily Record. Notices were also sent on July 15, 2016 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 procedure of March Representative Assembly/Board of Director/Executive Committee Action Meeting due to no quorum
- Discussed Non-Public Services and the addition of districts
- Discussed annual reviews of enrollment projections at Park Lake School & Regional Day School
- Discussed ESY for both Park Lake School & Regional Day School which will be held at Park Lake School for both schools
- Discussed the Regional Day School pool design
- Discussed Coordinated Transportation Service meeting set for April 26, 2017
- Discussed update on Rice Notices

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- Discussed Morris Plains transportation services for 2017-2018
- Closed needed for Superintendent Evaluation

PRESIDENT'S APPOINTMENT

In accordance with Bylaw Article III, Section 10, and Bylaw Article IV, Sections 5 and 6, as President, I appoint Jason Karpowich, Butler Borough 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 Perry Kwok, President and seconded by Michael Bertram, Vice President

MINUTES

1. APPROVAL OF MINUTES OF THE REPRESENTATIVE ASSEMBLY MEETING OF MARCH 1, 2017

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Representative Assembly Meeting of March 1, 2017.

Moved by Lou Nazzaro and seconded by Michael Bertram

The motion was approved as follows: 6 yeas, 0 nays, 4 abstentions (Susan Miele-Motyka, Terri Murphy, Jason Karpowich and Perry Kwok)

2. APPROVAL OF MINUTES OF THE EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS MEETING OF MARCH 1, 2017

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Executive Committee of the Board of Directors Meeting of March 1, 2017.

Moved by Lou Nazzaro and seconded by Michael Bertram

The motion was approved as follows: 6 yeas, 0 nays, 4 abstentions (Susan Miele-Motyka, Terri Murphy, Jason Karpowich and Perry Kwok)

3. RATIFY ACTION OF THE EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS MEETING OF MARCH 1, 2017

BE IT RESOLVED BY THE BOARD OF DIRECTORS to ratify the action of the Executive Committee of the Board of Directors Meeting of March 1, 2017

Moved by Lou Nazzaro and seconded by Michael Bertram

The motion was approved as follows: 8 yeas, 0 nays, 2 abstentions (Susan Miele-Motyka and Jason Karpowich)

COMMISSION

4. APPROVAL OF LINE ACCOUNT TRANSFERS FOR THE 2016/2017 BUDGET

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the line account transfers to the 2016/2017 budget as detailed on the attached: EXHIBIT A

Moved by Kenneth Wilbur and seconded by Michael Bertram

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

5. 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 February 28, 2017 showing a cash balance of \$427,600.03 be approved: EXHIBIT B

Moved by Kenneth Wilbur and seconded by Michael Bertram
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

6. 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

March 31 2017- \$2,964,926.45

Moved by Kenneth Wilbur and seconded by Michael Bertram
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

7. APPROVE PROFESSIONAL SERVICE PROVIDERS – 2016-2017 SCHOOL YEAR
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Professional Service Provider(s) for the 2016-2017 school year: EXHIBIT D

Moved by Kenneth Wilbur and seconded by Michael Bertram
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

8. APPROVE AWARD OF EDUCATIONAL DATA BIDS
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the award of bids as determined in consultation with Educational Data Services and listed on the attached: EXHIBIT E

Moved by Kenneth Wilbur and seconded by Michael Bertram
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

9. ACCEPTANCE OF REVISED SPECIAL EDUCATION POLICIES & PROCEDURES
BE IT RESOLVED BY THE BOARD OF DIRECTORS to accept the revised Special Education Policies and Procedures, which go beyond Federal law as required by the Department of Education per the attached: EXHIBIT F

Moved by Kenneth Wilbur and seconded by Michael Bertram
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

ESC SCHOOLS

10. 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 G1

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
February 28, 2017	\$3,764.44	\$774.20

Moved by Karen Nyquist and seconded by Robert Siciliano
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

11. 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 G2

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
February 28, 2017	\$3,245.59	\$180.20

Moved by Karen Nyquist and seconded by Robert Siciliano

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

PERSONNEL – (RICE NOTICES SUBMITTED TO EACH EMPLOYEE LISTED)

12. APPROVE ESC STAFF – 2016-2017

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve personnel for the school year 2016-2017, as recommended by the Superintendent, as follows: EXHIBIT H

Moved by Robert Siciliano and seconded by Lou Nazzaro

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

13. APPROVE HEALTH BENEFIT OPT OUT FOR THE 2016-2017 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve Health Benefit Opt Out for the 2016-2017 school year, in accordance with the negotiated ESC Policy 330 for the following employee(s):

<u>Name</u>	<u>Title</u>	<u>Coverage/Effective Date</u>	<u>Amount</u>	<u>Paid</u>
Ortiz, Magdaliza	Bus Driver	Single - 5/1/17 to 6/30/17*	\$2,000 (pr*)	6/30/17

Moved by Robert Siciliano and seconded by Lou Nazzaro

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

14. APPROVE ON-CALL SUBSTITUTES

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the following on-call substitute(s) for the 2016-2017 school year, as recommended by the Superintendent, at the Board approved rates:

<u>Name</u>	<u>Substitute</u>	<u>Amount</u>	<u>Effective Date</u>
Gallagher, Jenna	Personal Aide - RDS	\$110.00 per day	03/13/17

Moved by Robert Siciliano and seconded by Lou Nazzaro

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

15. APPROVE FMLA LEAVE

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve FMLA leave for the following staff member:

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Verdi, Adam	Personal Aide – PLS	03/22/17 to 04/4/17

Moved by Robert Siciliano and seconded by Lou Nazzaro

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

16. APPROVE RETURN FROM LEAVE

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the return from leave for the following staff members:

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Schamach, Allyson	Speech Therapist – PLS	04/01/17
Verdi, Adam	Personal Aide – PLS	04/05/17

Moved by Robert Siciliano and seconded by Lou Nazzaro

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

17. 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>
Mazzei, Laura	NP Nurse	03/31/17
Neurouter, Siobhan	NP Nurse	04/03/17

Moved by Robert Siciliano and seconded by Lou Nazzaro

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

18. APPROVE TERMINATION OF PROBATIONARY EMPLOYEE

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the termination of the probationary employee #001886 effective March 15, 2017, as recommended by the Superintendent.

Moved by Robert Siciliano and seconded by Lou Nazzaro

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

TRANSPORTATION

19. AWARD OF EMERGENCY AND NEGOTIATED TRANSPORTATION CONTRACTS – 2016-2017 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 2016-2017 school year as per the attached: EXHIBIT AA

Moved by Melissa Senatore and seconded by Michael Bertram

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

20. APPROVE TRANSPORTATION CONTRACT ADDENDA – 2016-2017 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the transportation contract addenda for changes made to routes for the 2016-2017 school year as per the attached: EXHIBIT BB

Moved by Melissa Senatore and seconded by Michael Bertram

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

21. ACCEPT CANCELLATION OF TRANSPORTATION CONTRACTS – 2016-2017 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to accept the cancellation of transportation contracts for the 2016-2017 school year as per the attached: EXHIBIT CC

Moved by Melissa Senatore and seconded by Michael Bertram

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

PUBLIC – No Public

OTHER BUSINESS - No

GENERAL BOARD DISCUSSION - No

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 Superintendent Evaluation, 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 Lou Nazzaro and seconded by Karen Nyquist. The meeting was moved into closed session at 8:07 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 Michael Bertram and seconded by Terri Murphy. The meeting was returned to regular session at 8:29 pm and was carried by a unanimous roll call.

24. APPROVE SUPERINTENDENT'S EVALUATION FOR 2016/2017 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Superintendent's Evaluation.

Moved by Perry Kwok and seconded by Terri Murphy

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

25. APPROVE SUPERINTENDENT'S MERIT PAY AND VACATION DAYS REIMBURSEMENT

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Superintendent's merit pay of \$14,544.17 and reimbursement of four (4) unused vacation days in the amount of \$2,964.00 for FY 2016-2017.

Moved by Perry Kwok and seconded by Terri Murphy

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

ADJOURNMENT

There being no further business a motion was made by Barry Brantner and seconded by Michael Bertram to adjourn at 8:35 pm and was carried by a unanimous roll call.

Respectfully Submitted By,



Catarina Bilotta

Business Administrator/Board Secretary

ATTACHMENTS

EXHIBITS

A	Line Account Transfers – February 2017
B	Board Secretary’s & Treasurer’s Report-February 28, 2017
C	Payment of Bills – March 31, 2017
D	Professional Service Providers – 2016-2017
E	Award of Bids - Educational Data Services
F	Special Education Policies & Procedures
G1	Lunch Fund – Park Lake School – February 2017
G2	Lunch Fund – Regional Day School – February 2017
H	2016-2017 ESC Staff
AA-CC	Transportation