

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

**MINUTES –BOARD OF DIRECTORS MEETING**  
**MAY 3, 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 May 3, 2017 at the Commission Office, 520 Speedwell Avenue, Suite 200, 2<sup>nd</sup> Floor, Morris Plains.

**ROLL CALL**

The Business Administrator/Board Secretary called the roll.

**Present:** Jason Karpowich, Butler Borough  
Richard Bruno, Harding Township  
Melissa Senatore, Jefferson Township  
Lou Nazzaro, Lincoln Park Borough  
Charlie Grau, Montville Township, left at 8:15 pm  
Michael Bertram, Morris Hills Regional  
Terri Murphy, Morris School District  
Perry Kwok, Washington Township  
Angelo Vilardi, Superintendent

**Not Present:** Robert Siciliano, Boonton Town  
Barry Brantner, Boonton Township  
Dover Town  
Karen Nyquist, Long Hill Township  
Kenneth Wilbur, Morris Plains  
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** – Sandy Neglia, Union President, invited the Board to Family Fun Night at Park Lake School on May 11, 2017

**SUPERINTENDENT'S REPORT**

- Discussed approval for both ESC & Regional Day School budget
- Discussed Rice Notices
- Discussed revised School Calendar to reflect last day of school
- Discussed annual Transportation Meeting that is required by code
- Discussed bus inventory and the need to purchase additional used buses to fill our fleet
- Discussed Non-Public 192/193 changes and the involvement of the districts
- Discussed Reorganization meeting in June
- Closed Session is needed to discuss legal matter

**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 Township and Richard Bruno, Harding Township of the Representative Assembly to participate as voting Board members for the remainder of this meeting or Are there any objections? Hearing none the appointments are approved.

**1. APPOINT NEW BOARD MEMBERS**

**MOTION** to appoint new Board of Director members, in accordance with Bylaw Article III, 030, Jason Karpowich, Butler Township & Richard Bruno, Harding Township  
Moved by Perry Kwok, President and seconded by Michael Bertram, Vice President

**MINUTES**

**2. APPROVAL OF MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS MEETING OF APRIL 5, 2017**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the Minutes of the Regular Meeting of the Board of Directors Meeting of April 5, 2017.

Moved by Melissa Senatore and seconded by Michael Bertram

The motion was approved as follows: 7 yeas, 0 nays, 1 abstention (Richard Bruno)

**3. APPROVAL OF CLOSED MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS MEETING OF APRIL 5, 2017**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the Closed Minutes of the Regular Meeting of the Board of Directors Meeting of April 5, 2017.

Moved by Melissa Senatore and seconded by Michael Bertram

The motion was approved as follows: 7 yeas, 0 nays, 1 abstention (Richard Bruno)

**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 Richard Bruno and seconded by Lou Nazzaro

The motion was approved as follows: 8 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 March 31, 2017 showing a cash balance of \$1,510,538.79 be approved: EXHIBIT B

Moved by Richard Bruno and seconded by Lou Nazzaro

The motion was approved as follows: 8 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

April 30, 2017 - \$2,827,159.54

Moved by Richard Bruno and seconded by Lou Nazzaro

The motion was approved as follows: 8 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 Richard Bruno and seconded by Lou Nazzaro

The motion was approved as follows: 8 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 Richard Bruno and seconded by Lou Nazzaro

The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

**ESC SCHOOLS**

9. **APPROVE THE 2017-2018 ESY PROGRAM RATES OF PAY**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Rates of Pay for the 2017-2018 Extended School Year Program as follows:

<b>TITLE:</b>	<b>RATE OF PAY – 2017-2018</b>
Occupational Therapist	\$57.50 an hour
Physical Therapist	\$57.50 an hour
Speech & Language Therapist	\$47.50 an hour
Teacher of the Handicapped	\$39.50 an hour
Nurse	\$40.00 an hour
Personal Aide	\$17.00 an hour

Moved by Jason Karpowich and seconded by Michael Bertram

The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

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 F1

	<b><u>DISBURSEMENTS</u></b>	<b><u>CASH BALANCE</u></b>
March 31, 2017	\$2,063.66	\$677.00

Moved by Jason Karpowich and seconded by Michael Bertram

The motion was approved as follows: 8 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 F2

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
March 31, 2017	\$1,093.13	\$82.60

Moved by Jason Karpowich and seconded by Michael Bertram  
The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

12. APPROVE SCHOOL CALENDAR FOR THE 2017-2018 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the School Calendar for the 2017-2018 school year as per the attached: EXHIBIT G

Moved by Jason Karpowich and seconded by Michael Bertram  
The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

PERSONNEL

13. 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 Michael Bertram and seconded by Charlie Grau  
The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

14. APPROVE ESC STAFF – 2017-2018

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve personnel for the school year 2017-2018, as recommended by the Superintendent, as follows: EXHIBIT I

Moved by Michael Bertram and seconded by Charlie Grau  
The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

15. NON-RENEWAL OF STAFF

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the non-renewal of staff members not listed in Resolution 14, whose names are on file in the office of the Superintendent.

Moved by Michael Bertram and seconded by Charlie Grau  
The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

16. NON-RENEWAL OF FUNDED POSITIONS

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the non-renewal of funded positions for staff members not listed in Resolution 14, whose names are on file in the office of the Superintendent.

Moved by Michael Bertram and seconded by Charlie Grau  
The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

17. APPROVE MEDICAL LEAVE

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve medical leave for the following staff member(s):

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
McNelis, Robin	Teacher - RDS	02/24/17 to 04/30/17 – with pay
Saranita, Diane	Personal Aide – PLS	05/01/17 to TBD – without pay

Moved by Michael Bertram and seconded by Charlie Grau

The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

18. ACCEPT RETIREMENT OF STAFF

BE IT RESOLVED BY THE BOARD OF DIRECTORS to accept the retirement of the following staff:

<u>Name</u>	<u>Title</u>	<u>Resignation Effective</u>
Paulison, Rosemary	NP Nurse	06/30/17

Moved by Michael Bertram and seconded by Charlie Grau

The motion was approved as follows: 8 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 Lou Nazzaro and seconded by Michael Bertram

The motion was approved as follows: 8 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 Lou Nazzaro and seconded by Michael Bertram

The motion was approved as follows: 8 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 Lou Nazzaro and seconded by Michael Bertram

The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

PUBLIC – No 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 Superintendent goals and legal matter, 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 Jason Karpowich. The meeting was moved into closed session at 8:04 pm and was carried by a unanimous roll call.

C. Grau, Montville Township, left at 8:15 pm and the Board no longer had a quorum.

Respectfully Submitted By,



Catarina Bilotta  
Business Administrator/Board Secretary

**ATTACHMENTS**

**EXHIBITS**

A	Line Account Transfers – March 2017
B	Board Secretary's & Treasurer's Report-March 31, 2017
C	Payment of Bills – April 30, 2017
D	Professional Service Providers – 2016-2017
E	Award of Bids - Educational Data Services
F1	Lunch Fund – Park Lake School – March 2017
F2	Lunch Fund – Regional Day School – March 2017
G	2017-2018 School Calendar
H	2016-2017 ESC Staff
I	2017-2018 ESC Staff
AA-CC	Transportation