

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

**MINUTES –BOARD OF DIRECTORS MEETING**

**May 7, 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, 2<sup>nd</sup> Floor, Morris Plains on Wednesday, May 7, 2014 at 7:30 pm.

**FLAG SALUTE**

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

**ROLL CALL**

The Business Administrator/Board Secretary called the roll:

**Present:** Irene LeFebvre, Boonton Town  
Karen Nyquist, Long Hill Township  
Charlie Grau, Montville Township  
Michael Bertram, Morris Hills Regional  
Alan Albin, Morris Plains  
Terri Murphy, Morris School District  
Anthony Giordano, Mount Olive Township  
Tom Salerno, Pequannock Township  
Perry Kwok, Washington Township  
Angelo Vilardi, Superintendent

**Not Present:** Barry Brantner, Boonton Township  
Tracy Luciani, Butler Borough  
Dev Modi, Harding Township  
Denise McCarthy, Lincoln Park Borough  
John Morella, Montville Township  
Marcia Asdal, West Morris Regional  
Mine Hill Township

**Also Present:** Alan Bocchino, Dover Town  
Catarina Bilotta, Business Administrator/Board Secretary

**NOTICE**

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**

- Discussed renewal of Bid Purchasing Cooperative
- Discussed funding, student enrollment and staff reduction for both Park Lake School & Regional Day School
- Discussed hiring a professional videographer to assist in the development of videos of our Experienced Based Learning Program at Park Lake School
- Discussed staff recommendations for 2014-2015
- Discussed next month's reorganization meeting
- Closed Session is needed for personnel issues and potential litigation
- Discussed proposed Superintendent Goals for 2014-2015

**PRESIDENT'S APPOINTMENT**

In accordance with Bylaw Article III, Section 10, and Bylaw Article IV, Sections 5 and 6, as President, I appoint Alan Bocchino, Dover Town of the Representative Assembly to participate as voting Board member for the remainder of this meeting. Moved by President, Perry Kwok and seconded by Vice President, Karen Nyquist, all were in favor.

**MINUTES**

1. **APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF APRIL 2, 2014**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the Minutes of the Board of Directors Meeting of April 2, 2014.

Moved by Tom Salerno and seconded by Michael Bertram

The motion was approved as follows: 7 yeas, 0 nays, 3 abstentions (Anthony Giordano, Karen Nyquist and Alan Bocchino)

2. **APPROVAL OF CLOSED MINUTES OF THE BOARD OF DIRECTORS MEETING OF APRIL 2, 2014**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the Closed Minutes of the Board of Directors Meeting of April 2, 2014.

Moved by Tom Salerno and seconded by Michael Bertram

The motion was approved as follows: 7 yeas, 0 nays, 3 abstentions (Anthony Giordano, Karen Nyquist and Alan Bocchino)

**COMMISSION**

3. **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 Anthony Giordano and seconded by Tom Salerno

The motion was approved as follows: 10 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



Contracts Law (N.J.S.A. 18A:18A-11 et seq.) and all other applicable provisions of the revised statutes of the State of New Jersey;  
AND BE IT FURTHER RESOLVED, that a certified copy of this resolution, a list of the system members, and a completed copy of the request for Registration or Modification of a Cooperative Purchasing System (Cooperative Purchasing Form CP-2001) shall be forwarded to the Division of Local Government Services.

Moved by Anthony Giordano and seconded by Tom Salerno  
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

9. APPROVE TEACH4NJ SHARED SERVICE AGREEMENT  
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve TEACH4NJ Shared Service Agreement for the period April 7, 2014 to June 30, 2014 for the following school district:
- Pequannock Township Board of Education

Moved by Anthony Giordano and seconded by Tom Salerno  
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

10. ABOLISH POSITION  
BE IT RESOLVED BY THE BOARD OF DIRECTORS to abolish the position of Teacher Assistant.

Moved by Anthony Giordano and seconded by Tom Salerno  
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

ESC SCHOOLS

11. 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 F

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
March 31, 2014	\$2,935.06	\$780.90

Moved by Alan Bocchino and seconded by Anthony Giordano  
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

12. 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 F

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
March 31, 2014	\$2,636.31	\$390.75

Moved by Alan Bocchino and seconded by Anthony Giordano  
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

PERSONNEL

13. APPROVE ESC STAFF – 2013-2014  
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve personnel for the school year 2013-2014, as recommended by the Superintendent, per the attached: EXHIBIT G

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

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14. **APPROVE ESC STAFF – 2014-2015**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve personnel for the school year 2014-2015, as recommended by the Superintendent, per the attached: **EXHIBIT H**

Moved by Michael Bertram and seconded by Karen Nyquist

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

15. **REDUCTION IN FORCE AND NON-RENEWAL OF STAFF**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the reduction in force and the non-renew the staff members not approved in Resolution 14, whose names on file in the office of the Superintendent.

Moved by Michael Bertram and seconded by Karen Nyquist

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

16. **AMEND MOTION - MEDICAL LEAVE OF ABSENCE**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to amend the dates for medical leave of absence for Lori Dillon, PA, Regional Day School, from January 6, 2014 to February 28, 2014 with pay, and March 3, 2014 to April 18, 2014 without pay, as recommended by the Superintendent.

Moved by Michael Bertram and seconded by Karen Nyquist

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

17. **NON-RENEWAL OF FEDERALLY FUNDED POSITIONS**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to non-renew the following staff serving in funded positions, as recommended by the Superintendent:

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Marian Anderson	IDEA – In Class Support	06/30/14
Christina Ball	IDEA – In Class Support	06/30/14
Ruthann Bosch	IDEA – In Class Support	06/30/14
Maryanne Comune	IDEA – In Class Support	06/30/14

Moved by Michael Bertram and seconded by Karen Nyquist

The motion was approved as follows: 10 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>Retirement Effective</u>
Regina Brewster	NP Nurse	06/30/14
Nancy Sumas	NP Nurse	06/30/14

Moved by Michael Bertram and seconded by Karen Nyquist

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

19. **APPROVE THE 2014-2015 ESY PROGRAM RATES OF PAY**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Rates of Pay for the 2014-2015 Extended School Year Program as follows:**

<b>TITLE:</b>	<b>RATE OF PAY – 2014-2015</b>
Occupational Therapist	\$57.50 an hour
Physical Therapist	\$57.50 an hour
Speech & Language Therapist	\$42.50 an hour
Teacher of the Handicapped	\$37.50 an hour
Nurse	\$40.00 an hour
Personal Aide	\$16.00 an hour

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

**TRANSPORTATION**

20. **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 Charles Grau and seconded by Michael Bertram  
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

21. **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 Charles Grau and seconded by Michael Bertram  
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

22. **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 Charles Grau and seconded by Michael Bertram  
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

23. **APPROVE JOINT TRANSPORTATION AGREEMENTS FOR COORDINATED TRANSPORTATION SERVICES – 2014/2015 SCHOOL YEAR**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Joint Transportation Agreements for coordinated transportation services for the 2014/2015 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:**

Bloomington, Burlington County Special Services School District, Carteret Public Schools, Clifton, Egg Harbor Township, Glen Ridge, Greater Egg Harbor, Hammonton Town, Livingston, Millburn, Monmouth-Ocean ESC, Newark, North Hunterdon Voorhees, Ocean Township, Ridgefield Public Schools, Sussex County Regional Cooperative, Trenton, Vernon, Warren Township, Watchung Hills Regional and West Milford.

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

**PUBLIC** – No Public

**OTHER BUSINESS** – No Other Business

**GENERAL BOARD DISCUSSION** – Board discussed ESC Superintendent Goals

24. **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 a personnel matters and potential 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 Michael Bertram and seconded by Karen Nyquist. The meeting was moved into closed session at 8:22 pm and was carried by a unanimous roll call.

25. **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 Irene LeFebvre and seconded by Karen Nyquist. The meeting was returned to regular session at 8:30 pm and was carried by a unanimous roll call.

**ADJOURNMENT**

There being no further business a motion was made by Tom Salerno and seconded by Karen Nyquist to adjourn the meeting at 8:30 pm and was carried by a unanimous roll call.

Respectfully Submitted By,

Catarina Bilotta  
Business Administrator/Board Secretary

**ATTACHMENTS**

**EXHIBITS**

<b>A</b>	<b>Line Account Transfers – March 2014</b>
<b>B</b>	<b>Board Secretary’s &amp; Treasurer’s Report-March 31, 2014</b>
<b>C</b>	<b>Payment of Bills – April 30, 2014</b>
<b>D</b>	<b>2013-2014 Professional Service Providers</b>
<b>E</b>	<b>Award of Bids – Educational Data Services</b>
<b>F</b>	<b>Lunch Fund – Park Lake School – March 2014</b>
<b>F</b>	<b>Lunch Fund – Regional Day School – March 2014</b>
<b>G</b>	<b>2013-2014 Staff</b>
<b>H</b>	<b>2014-2015 Staff</b>
<b>AA-CC</b>	<b>Transportation</b>