

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

**MINUTES –BOARD OF DIRECTORS MEETING**  
**APRIL 1, 2015**

**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, April 1, 2015 at 7:35 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  
Barry Brantner, Boonton Township  
Michael Stewart, Jefferson Township  
Lou Nazzaro, Lincoln Park Borough  
Karen Nyquist, Long Hill Township, arrived at 7:45 pm  
Michael Bertram, Morris Hills Regional  
Terri Murphy, Morris School District  
Anthony Giordano, Mt. Olive Township  
Tom Salerno, Pequannock Township  
Perry Kwok, Washington Township  
Angelo Vilardi, Superintendent

**Not Present:** Alan Bocchino, Dover Town  
Kim Macaulay, Harding Township  
Paul Fechhelm, Mendham Borough  
John Morella, Montville Township  
Alan Albin, Morris Plains

**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 1, 2014 in the Daily Record. Notices were also sent on June 25, 2014 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 Comment**

**SUPERINTENDENT'S REPORT**

- Discussed School Calendar to be approved
- Discussed new Board membership from Warren County
- Discussed Bid Purchasing Cooperative time & material bid awards
- Discussed Annual Reviews at both Park Lake & Regional Day Schools
- Discussed Park Lake School and Experienced Based Learning

Minutes- Board of Directors Meeting, April 1, 2015

- Discussed Regional Day School Emergency Roof Repairs
- Reviewed the Teacher Evaluation Program
- Discussed Bid for Buses to be purchased
- Will discuss negotiation update in closed session
- Superintendent Evaluation will be completed during closed session

MINUTES

1. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF MARCH 4, 2015

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Board of Directors Meeting of March 4, 2015.

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

2. APPROVAL OF MINUTES OF THE REPRESENTATIVE ASSEMBLY MEETING OF MARCH 4, 2015

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Representative Assembly Meeting of March 4, 2015.

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

COMMISSION

3. APPROVAL OF LINE ACCOUNT TRANSFERS FOR THE 2014-2015 BUDGET

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the line account transfers to the 2014-2015 Budget as detailed on the attached: EXHIBIT A

Moved by Michael Stewart and seconded by Michael Bertram  
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 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, 2015 showing a cash balance of \$715,269.96 be approved. EXHIBIT B

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



11. **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 F2**

|                   | <u>DISBURSEMENTS</u> | <u>CASH BALANCE</u> |
|-------------------|----------------------|---------------------|
| February 28, 2015 | \$2,535.81           | \$161.05            |

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

12. **APPROVE SCHOOL CALENDAR FOR THE 2015-2016 SCHOOL YEAR**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the School Calendar for the 2015-2016 school year as per the attached: **EXHIBIT G**

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

13. **APPROVE EMERGENCY REPAIRS**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve DSR Contracting to perform emergency repairs on the roof at Regional Day School, not to exceed \$15,000.00.

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

**PERSONNEL**

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 Anthony Giordano and seconded by Michael Bertram  
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

15. **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> |
|-----------------|------------------------|-----------------------------|
| Elizabeth Pentz | Educational Supervisor | 06/30/15                    |
| Meryl Varney    | Teacher – RDS          | 06/30/15                    |
| Claudia Welsh   | Teacher – RDS          | 06/30/15                    |

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

16. **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> |
|------------------|---------------------|------------------------------|
| Barberio, Nicole | Personal Aide – PLS | 03/27/15                     |
| Daly, Maryanne   | Personal Aide - PLS | 03/02/15-Never Started       |

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

**TRANSPORTATION**

17. **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 Agreement for coordinated transportation services for the 2014-2015 school year for the following districts:

- Logan Township School District

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

18. **AWARD OF EMERGENCY AND NEGOTIATED TRANSPORTATION CONTRACTS – 2014-2015 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 2014-2015 school year as per the attached: EXHIBIT AA

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

19. **APPROVE TRANSPORTATION CONTRACT ADDENDA – 2014-2015 SCHOOL YEAR**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the transportation contract addenda for changes made to routes for the 2014-2015 school year as per the attached: EXHIBIT BB

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

20. **ACCEPT CANCELLATION OF TRANSPORTATION CONTRACTS – 2014-2015 SCHOOL YEAR**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to accept the cancellation of transportation contracts for the 2014-2015 school year as per the attached: EXHIBIT CC

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

21. **AWARD OF TRANSPORTATION CONTRACTS – 2014-2015 SCHOOL YEAR**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to award the transportation contracts based on the bid results of February 26, 2015 to the lowest bidders for transportation of school pupils for the 2014/2015 school year as per the attached:  
EXHIBIT DD

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

**PUBLIC** – No Public Comment  
**OTHER BUSINESS** – No 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 discussing the Superintendent's 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 Michael Bertram and seconded by Tom Salerno. The meeting was moved into closed session at 8:20 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 Tom Salerno. The meeting was returned to regular session at 9:40 pm and was carried by a unanimous roll call.

24. **APPROVE SUPERINTENDENT'S EVALUATION FOR 2014/2015 SCHOOL YEAR AND SALARY FOR 2015/2016**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the Superintendent's Evaluation and salary of \$186,124.00 for the 2015-2016 school year.

Moved by Barry Brantner and seconded by Michael Bertram  
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 \$2,500.00 and reimbursement of four (4) unused vacation days for FY 2014-2015.

Moved by Barry Brantner and seconded by Michael Bertram  
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 Tom Salerno to adjourn at 9:41 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 – February 2015</b>                       |
| <b>B</b>     | <b>Board Secretary’s &amp; Treasurer’s Report–February 28, 2015</b> |
| <b>C</b>     | <b>Payment of Bills – March 31, 2015</b>                            |
| <b>D</b>     | <b>Professional Service Providers – 2014-2015</b>                   |
| <b>E</b>     | <b>Ed Data Services – Award of Bids</b>                             |
| <b>F1</b>    | <b>Lunch Fund – Park Lake School – February 2015</b>                |
| <b>F2</b>    | <b>Lunch Fund – Regional Day School – February 2015</b>             |
| <b>G</b>     | <b>School Calendar – 2015-2016</b>                                  |
| <b>H</b>     | <b>2014-2015 Staff</b>  |
| <b>AA-DD</b> | <b>Transportation</b>   |