

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

**MINUTES –BOARD OF DIRECTORS MEETING**  
**AUGUST 5, 2015**

**CALL TO ORDER**

The Regular Meeting of the Board of Directors of the Educational Services Commission of Morris County was called to order by the Business Administrator/Board Secretary, Catarina Bilotta at 7:30 pm on August 5, 2015 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:**

Irene LeFebvre, Boonton Town  
Alan Bocchino, Dover Town  
Michael Stewart, Jefferson Township  
Lou Nazzaro, Lincoln Park Borough  
Karen Nyquist, Long Hill Township  
Michael Bertram, Morris Hills Regional  
Terri Murphy, Morris School District  
Anthony Giordano, Mt Olive Township  
Perry Kwok, Washington Township  
Angelo Vilardi, Superintendent

**Not Present:**

Barry Brantner, Boonton Township  
Paul Fechhelm, Mendham Borough  
John Morella, Montville Township  
Alan Albin, Morris Plains  
Tom Salerno, Pequannock 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 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**

**SUPERINTENDENT'S REPORT**

- Discussed additional items on Agenda to approve
- Discussed update on the use of the term "NJESC"
- Discussed online Facility Committee Meeting, termite damage at Park Lake School, the deteriorating wall at Park Lake School and the facility issues at Regional Day School
- Discussed personnel additions needed for 2015-2016 in our non-public program and at Park Lake School
- Discussed Teen Pride formerly Hands Across Morris

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- Negotiation updated – settled with Association
- We will need to go into closed session

**PRESIDENT'S APPOINTMENT**

If necessary, in accordance with Bylaws Articles III and IV.

**MINUTES**

**1. APPROVAL OF MINUTES OF THE REPRESENTATIVE ASSEMBLY OF THE BOARD OF DIRECTORS MEETING OF JUNE 3, 2015**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Representative Assembly of the Board of Directors Meeting of June 3, 2015.**

Moved by Karen Nyquist and seconded by Michael Bertram

The motion was approved as follows: 7 yeas, 0 nays, 2 abstentions (Michael Stewart and Anthony Giordano)

**2. APPROVAL OF MINUTES OF THE ORGANIZATION AND BOARD OF DIRECTORS MEETING OF JUNE 3, 2015**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Organization and Board of Directors Meeting of June 3, 2015.**

Moved by Karen Nyquist and seconded by Michael Bertram

The motion was approved as follows: 7 yeas, 0 nays, 2 abstentions (Michael Stewart and Anthony Giordano)

**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 Alan Bocchino and seconded by Karen Nyquist

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

**4a. 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 May 31, 2015 showing a cash balance of \$1,129,865.30 be approved: EXHIBIT B1-B25**

Moved by Alan Bocchino and seconded by Karen Nyquist

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

**4b. 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 June 30, 2015 showing a cash balance of (\$297,623.88) be approved: EXHIBIT B26-B50

Moved by Alan Bocchino and seconded by Karen Nyquist  
The motion was approved as follows: 9 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

June 30, 2015	-	\$4,427,906.49
July 31, 2015	-	\$ 759,412.09

Moved by Alan Bocchino and seconded by Karen Nyquist  
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

6. AUTHORIZATION TO CANCEL INVOICES  
BE IT RESOLVED BY THE BOARD OF DIRECTORS to authorize the administration to cancel the following: Mt. Olive Board of Education July 2014 to January 2015 Tuition and Personal Aide invoice numbers for student I.S. (PLS): 201500109, 201500283, 201500310, 201500366, 201500461, 201500526, 201500847, 201500895, 201501110, 201501195, 201501548 and 201501590 – total \$49,595.50; AND BE IT FURTHER RESOLVED to cancel the following: Mt. Olive Board of Education Dec 2014 to February 2015 Tuition and Personal Aide invoice numbers for student A.A. (RDS): 201501712, 201501714, 201501713, 201501715, 201501819 and 201501907 – total \$18,987.99; total of all deleted Mt. Olive invoices is \$68,583.49.

Moved by Alan Bocchino and seconded by Karen Nyquist  
The motion was approved as follows: 8 yeas, 0 nays, 1 abstention (Anthony Giordano)

7. APPROVE PROFESSIONAL SERVICE PROVIDERS – 2015-2016 SCHOOL YEAR  
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Professional Service Providers for the 2015-2016 school year: EXHIBIT D

Moved by Alan Bocchino and seconded by Karen Nyquist  
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

8. APPROVAL OF AGREEMENT  
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the settlement Agreement between the Educational Services Commission of Morris County and the Morris County Educational Services Commission Education Association for the three-year period beginning July 1, 2015 through June 30, 2018 as distributed at the Board meeting.

Moved by Alan Bocchino and seconded by Karen Nyquist  
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

9. APPROVAL OF WITHDRAWAL AND AWARD OF BID

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the following action as recommended by Educational Data Service, Inc.: Nelson Westerberg of New Jersey has withdrawn their bid for Moving and Storage-Package #39. They were Primary in the following counties: Atlantic, Bergen, Camden, Cape May, Cumberland, Essex, Gloucester, Hudson, Hunterdon, Middlesex, Monmouth, Morris, Passaic, Salem, Somerset, Union and Warren. They were Secondary in the following counties: Burlington, Mercer, Ocean and Sussex.

The new recommended Primary vendors are the following: GL Group for Bergen, Essex, Hudson, Middlesex, Monmouth, Morris, Passaic, Somerset and Warren. Brantley Bros. Moving and Storage for Atlantic, Camden, Cape May, Cumberland, Gloucester, Hunterdon and Salem. Premier Business Solutions for Union County.

The new recommended Secondary vendors will be Northeastern Interior Services, LLC for Bergen, Essex, Hudson, Morris, Passaic and Sussex. Brantley Bros. Moving and Storage for Burlington, Mercer, Ocean and Union. Premier Business Solutions for Middlesex, Monmouth, Somerset and Warren.

Moved by Alan Bocchino and seconded by Karen Nyquist

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

10. APPROVE AGREEMENT WITH AERO ENVIRONMENTAL SERVICES

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Agreement with AERO Environmental Services for the provision of environmental health and safety services to members of the HESS cooperative for the 2015-2016 school year in the amount of \$73,392.00.

Moved by Alan Bocchino and seconded by Karen Nyquist

The motion was approved as follows: 9 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 E1 & E2

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
May 31, 2015	\$ 0.00	\$1,356.70
June 30, 2015	\$6,392.18	\$ 0.00

Moved by Michael Bertram and seconded by Lou Nazzaro

The motion was approved as follows: 9 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 E3 & E4

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
May 31, 2015	\$ 0.00	\$347.70
June 30, 2015	\$5,935.51	\$ 0.00

Moved by Michael Bertram and seconded by Lou Nazzaro

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions



13. APPROVE MASCHIO'S FOOD SERVICES, INC. AGREEMENT

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Maschio's Food Services, Inc. Agreement for Park Lake School and Regional Day School's lunch programs for the school year 2015-2016, for a management and administrative fee totaling \$10,000.00.

Moved by Michael Bertram and seconded by Lou Nazzaro

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

14. APPROVE RENEWAL OF CONTRACTS FOR THE 2015-2016 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the renewal of the following contracts for Park Lake School and Regional Day School, in accordance with N.J.S.A. 18A:18A-5 for professional services for the 2015-2016 school year:

- A. Friel Grounds Maintenance - Landscaping and Snow Removal Services
- B. Heits Building Services, Inc. – School Cleaning Service

Moved by Michael Bertram and seconded by Lou Nazzaro

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

15. APPROVE ENHANCEMENT ACTIVITIES

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the following providers of enhancement activities at the Park Lake School and Regional Day School, as listed below, for the 2015-2016 school year:

A. Wood'N Drums – Drum Sessions	\$ 75.00 per hour
B. Dragon Kim's Karate – Karate Sessions	\$ 75.00 per hour
C. Darren Verpeut – Music Sessions	\$ 75.00 per hour
D. Barr Education & Resources – Sign Language	\$ 50.00 per hour
E. Creative Comfort Pet Therapy	\$ 140.00 for school year
F. Gold's Gym – Swimming	\$5,325.00 for school year
G. Lusardi's Health & Training Center	\$1,350.00 ESY Program
	\$5,325.00 for school year

Moved by Michael Bertram and seconded by Lou Nazzaro

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

16. APPROVE CONTRACT WITH BAYADA NURSES

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the contract with Bayada Nurses for nursing services July 1, 2015 to June 30, 2016 school year for Regional Day School and Park Lake School payable at a rate of \$56.00/hour for Registered Nurse (RN) services and \$46.00/hour for Licensed Practical Nurse (LPN) services AND BE IT FURTHER RESOLVED to approve the contract with Bayada Nurses for nursing services September 1, 2015 to August 31, 2016 for School Nurse at Regional Day School payable at a rate of \$52.00/hour for Registered Nurse (RN) services.

Moved by Michael Bertram and seconded by Lou Nazzaro

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

17. **APPROVE EXPERIENCE BASED LEARNING CONTRACT**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the contract for experienced based learning with Integrated Therapeutics Group, LLC at the Park Lake School for the 2015-2016 school year in the amount of \$160,000, effective September 1, 2015 through June 30, 2016.

Moved by Michael Bertram and seconded by Lou Nazzaro

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

**PERSONNEL**

18. **APPROVE ESC STAFF**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the following personnel for the Extended School Year (ESY) 2015 summer program, additional summer personnel and evaluators at the Board approved rates, as recommended by the Superintendent, per the attached:

**EXTRACT F1&F2 – ESY 2015 – PLS & RDS**

**EXTRACT F3 – PSS/NP Summer Personnel**

**EXTRACT F4 - Evaluators**

Moved by Terri Murphy and seconded by Anthony Giordano

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

19. **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 G1 & G2**

Moved by Terri Murphy and seconded by Anthony Giordano

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

20. **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 H**

Moved by Terri Murphy and seconded by Anthony Giordano

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

21. **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>
Cors, Barbara	NP Nurse	06/30/15
Filiciello, Isabelle	Personal Aide – RDS	08/07/15
Garcia, Kenya	Personal Aide – RDS	08/07/15
Manuele, Kimberly	NP Nurse	06/30/15
Martis, Frances	Personal Aide – RDS	06/30/15
Minchello, Ethel	Professional Assessment Provider	06/30/15
Moore, Jessica	NP Nurse	06/30/15
Mulhearn, Amy	NP Nurse	06/30/15
Nagidi, Elizabeth	Personal Aide – PLS	08/07/15
Oquendo, Amanda	Personal Aide – RDS	06/19/15
Orfe, Norman	Professional Assessment Provider	06/30/15

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Rodgers, Kendall  
Sarmasti, Lisa

Personal Aide – RDS  
NP Nurse

07/01/15  
06/30/15

Moved by Terri Murphy and seconded by Anthony Giordano  
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

**TRANSPORTATION**

22. **APPROVAL OF ATHLETIC AND FIELD TRIPS – 2014-2015 SCHOOL YEAR**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the Athletic and Field Trips with Lenoir's Transport in the amount of \$18,632.50 for the period February 1, 2015 to June 30, 2015.

Moved by Anthony Giordano and seconded by Irene LeFebvre  
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

23. **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 Anthony Giordano and seconded by Irene LeFebvre  
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

24. **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 Anthony Giordano and seconded by Irene LeFebvre  
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

25. **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 Anthony Giordano and seconded by Irene LeFebvre  
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

26. **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:
- Barnegat Township
  - Hamilton Township

Moved by Anthony Giordano and seconded by Irene LeFebvre  
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

27. 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 DD

Moved by Anthony Giordano and seconded by Irene LeFebvre

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

28. 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 EE

Moved by Anthony Giordano and seconded by Irene LeFebvre

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

29. 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 FF

Moved by Anthony Giordano and seconded by Irene LeFebvre

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

30. AWARD OF SUMMER TRANSPORTATION CONTRACTS – 2015/2016 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to award the summer transportation contracts based on the bid results of June 24, 2015, to the lowest bidders for transportation of school pupils for the 2015/2016 school year as per the attached:  
EXHIBIT GG – June 24, 2015

Moved by Anthony Giordano and seconded by Irene LeFebvre

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

31. APPROVE RENEWAL OF TRANSPORTATION CONTRACTS – 2015/2016 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the renewal of transportation contracts for the transportation of school pupils for the 2015/2016 school year as per the attached:

EXHIBIT HH – Summer School Transportation

EXHIBIT II – Public School Transportation

Moved by Anthony Giordano and seconded by Irene LeFebvre

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

PUBLIC – Thanked the Board for the settlement of contract

OTHER BUSINESS – No other business

GENERAL BOARD DISCUSSION



32. 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 negotiations and 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 Irene LeFebvre and seconded by Michael Bertram. The meeting was moved into closed session at 8:12 pm and was carried by a unanimous roll call.

33. 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 Irene LeFebvre. The meeting was returned to regular session at 8:50 pm and was carried by a unanimous roll call.

34. APPROVE CHANGE OF BOARD MEETING DATE

BE IT RESOLVED BY THE BOARD OF DIRECTORS to change the Board of Director's meeting date from September 2, 2015 to September 9, 2015

Moved by Anthony Giordano and seconded by Karen Nyquist  
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

ADJOURNMENT

There being no further business a motion was made by Michael Bertram and seconded by Karen Nyquist to adjourn at 8:51 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 - May 2015 &amp; June 2015</b>
<b>B1-B25</b>	<b>Board Secretary's &amp; Treasurer's Report-May 31, 2015</b>
<b>B26-B50</b>	<b>Board Secretary's &amp; Treasurer's Report-June 30, 2015</b>
<b>C1-C53</b>	<b>Payment of Bills – June 30, 2015</b>
<b>C54-C64</b>	<b>Payment of Bills – July 31, 2015</b>
<b>D</b>	<b>Professional Service Providers – 2015-2016</b>
<b>E1&amp;E2</b>	<b>Lunch Fund – Park Lake School – May &amp; June 2015</b>
<b>E3&amp;E4</b>	<b>Lunch Fund – Regional Day School – May &amp; June 2015</b>
<b>F1&amp;F2</b>	<b>2015-2016 ESY 2015 – RDS &amp; PLS</b>
<b>F3</b>	<b>2015-2016 PSS/NP Summer Personnel</b>
<b>F4</b>	<b>2015-2016 Evaluators</b>
<b>G1</b>	<b>2015-2016 ESC Staff – MCESCEA</b>
<b>G2</b>	<b>2015-2016 ESC Staff</b>
<b>H</b>	<b>2015-2016 On-Call Substitutes</b>
<b>AA-II</b>	<b>Transportation</b>