

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

**MINUTES –EXECUTIVE COMMITTEE OF THE**  
**BOARD OF DIRECTORS MEETING**  
**AUGUST 8, 2018**

**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 Vice President, Karen Nyquist at 7:33 pm on August 8, 2018 at the Commission Office, 520 Speedwell Avenue, Suite 200, 2<sup>nd</sup> Floor, Morris Plains.

**ROLL CALL**

The Acting Board Secretary called the roll:

**Present:** Richard Bruno, Harding Township  
Michael Stewart, Jefferson Township  
Karen Nyquist, Long Hill Township, Vice President  
Anthony Giordano, Mt Olive Township  
Frank Neglia, Parsippany Troy Hills  
Angelo Vilardi, Superintendent/Acting Board Secretary

**Not Present:** Irene LeFebvre, Boonton Town  
Todd Henches, Lincoln Park Borough  
John Morella, Montville Township  
Michael Bertram, Morris Hills Regional, President  
Leonard Posey, Morris School District  
Perry Kwok, Washington Township

**NOTICE**

I submit that a legal notice of this meeting of the Board of Directors was published on July 6, 2018 in the Daily Record. Notices were also sent on July 10, 2018 to the offices of the Morris County Clerk and the Morris County Superintendent of Schools. In addition, a notice was posted at the Park Lake School, Rockaway and Regional Day School, Morristown.

**PUBLIC**

**SUPERINTENDENT'S REPORT**

- The EVVRS and HIB reports were given – no incidents
- Discussed school safety
- Discussed bus safety
- Board Office relocation
- Repair to Regional Day School

**ADJOURNMENT OF MEETING**

The Vice President noted that a quorum was not present. The Vice President adjourned the meeting.

**CALL TO ORDER**

The Vice President called an Executive Committee Meeting to order in accordance with NJSA 18A:6-57 at 7:40 pm. The Acting Board Secretary noted the roll from the Director's Meeting.

**MINUTES**

**1. APPROVAL OF MINUTES OF THE REPRESENTATIVE ASSEMBLY OF THE BOARD OF DIRECTORS MEETING OF JUNE 13, 2018**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the Minutes of the Representative Assembly of the Board of Directors Meeting of June 13, 2018.

Moved by Michael Stewart and seconded by Richard Bruno

The motion was approved as follows: 2 yeas, 0 nays, 3 abstentions (Michael Stewart, Anthony Giordano and Frank Neglia)

**2. APPROVAL OF MINUTES OF THE ORGANIZATION AND BOARD OF DIRECTORS MEETING OF JUNE 13, 2018**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the Minutes of the Organization and Board of Directors Meeting of June 13, 2018.

Moved by Michael Stewart and seconded by Richard Bruno

The motion was approved as follows: 2 yeas, 0 nays, 3 abstentions (Michael Stewart, Anthony Giordano and Frank Neglia)

**COMMISSION**

**3. APPROVAL OF LINE ACCOUNT TRANSFERS FOR THE 2017/2018 BUDGET**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the line account transfers to the 2017/2018 budget as detailed on the attached: EXHIBIT A

Moved by Michael Stewart and seconded by Richard Bruno

The motion was approved as follows: 5 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 May 31, 2018 showing a cash balance of \$1,005,236.86 be approved: EXHIBIT B1-B27

Moved by Michael Stewart and seconded by Richard Bruno

The motion was approved as follows: 5 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 June 30, 2018 showing a cash balance of \$2,850.95 be approved: EXHIBIT B28-B54

Moved by Michael Stewart and seconded by Richard Bruno

The motion was approved as follows: 5 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 C1-C45 & C46-68

June 30, 2018	-	\$2,962,652.71
July 31, 2018	-	\$2,234,329.33

Moved by Michael Stewart and seconded by Richard Bruno

The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions

7. APPROVE PROFESSIONAL SERVICE PROVIDERS – 2018-2019 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Professional Service Providers for the 2018-2019 school year: EXHIBIT D

Moved by Michael Stewart and seconded by Richard Bruno

The motion was approved as follows: 5 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 Michael Stewart and seconded by Richard Bruno

The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions

9. APPROVE CONTRACT FOR TECHNOLOGY SERVICES

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Agreement with Peggnet Computers for technology services for the 2018-2019 school year at the ESC School in the amount of \$25,676.64 and our Central Office in the amount of \$13,008.00.

Moved by Michael Stewart and seconded by Richard Bruno

The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions

10. APPROVE INTERLOCAL SERVICE AGREEMENT

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Interlocal Service Agreement for the 2018-2019 school year between the Board of Education of the Vocational School in the County of Sussex and the Educational Services Commission of Morris County for bus maintenance services at \$80.00 per hour for ASE certified mechanic services or \$40.00 per hour for ASE supervised mechanic services.

Moved by Michael Stewart and seconded by Richard Bruno

The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions

11. **APPROVE CONTRACT FOR STUDENT WITH HEARING LOSS**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the 2018-2019 Contract between the Educational Services Commission of Morris County and the Mountain Lakes Board of Education for non-public student B.P. Contract is for eight (8) 50 minute sessions for the annual tuition of \$1,280.00.

Moved by Michael Stewart and seconded by Richard Bruno

The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions

12. **APPROVE COMMISSION FOR THE BLIND CONTRACT**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the 2018-2019 school year School Contract for Level 1 Education Services for student M.R. at Holy Spirit School, Pequannock in the amount of \$1,900.00.

Moved by Michael Stewart and seconded by Richard Bruno

The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions

13. **APPROVE AGREEMENT FOR SUMMIT SPEECH SCHOOL**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Agreement between Summit Speech School and the Educational Services Commission of Morris County to contract for Itinerant Teacher services for non-public student K.Y. Agreement is for one (1) session per week; not to exceed 35 weeks at a rate of \$155.00 per session for the period September 1, 2018 to June 30, 2019.

Moved by Michael Stewart and seconded by Richard Bruno

The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions

**ESC SCHOOLS**

14. **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 F1 & F2

	<b><u>DISBURSEMENTS</u></b>	<b><u>CASH BALANCE</u></b>
May 31, 2018	\$2,275.81	\$586.60
June 30, 2018	\$4,784.85	\$ 0.00

Moved by Anthony Giordano and seconded by Richard Bruno

The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions

15. **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 F3 & F4

	<b><u>DISBURSEMENTS</u></b>	<b><u>CASH BALANCE</u></b>
May 31, 2018	\$2,683.34	\$167.00
June 30, 2018	\$4,584.48	\$ 0.00

Moved by Anthony Giordano and seconded by Richard Bruno

The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions

16. **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 2018-2019, for a management and administrative fee totaling \$10,000.00.

Moved by Anthony Giordano and seconded by Richard Bruno

The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions

17. **APPROVE RENEWAL OF CONTRACTS FOR THE 2018-2019 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 2018-2019 school year:

- A. Friel Grounds Maintenance - Landscaping and Snow Removal Services
- B. Heits Building Services, Inc. – School Cleaning Service –Only ESY 2018 at PLS

Moved by Anthony Giordano and seconded by Richard Bruno

The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions

18. **APPROVE AGREEMENT WITH HAND OVER HAND**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Agreement to provide services for the 2018-2019 school year. Services include 12 hours per month of BCBA Supervision at a rate of \$135.00 an hour and up to 2 hours per month of indirect BCBA (reports, program updates, material creation, etc.) at a rate of \$85.00 an hour.

Moved by Anthony Giordano and seconded by Richard Bruno

The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions

19. **APPROVE TOSD FIELD EXPERIENCE**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the placement of Melanie Muir, student from Rowan University, for field experience at the ESC ESY Program, Rockaway, NJ for the period July 2, 2018 to August 9, 2018.

Moved by Anthony Giordano and seconded by Richard Bruno

The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions

**PERSONNEL**

20. **APPROVE ESC STAFF**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the following personnel for the Extended School Year (ESY) 2018, additional summer personnel at the Board approved rates and 2018-2019 staff, as recommended by the Superintendent, per the attached:  
EXHIBIT G1 – ESY 2018 – ESC Schools  
EXHIBIT G2 – ESY 2018 & 2018-2019

Moved by Anthony Giordano and seconded by Richard Bruno

The motion was approved as follows: 4 yeas, 0 nays, 1 abstention (Frank Neglia)

21. APPROVE RETURN FROM MEDICAL LEAVE

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

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Luz Soto	School Bus Driver	06/16/18 to 6/30/18 – without pay
Kathryn Trofimuk	Permanent Substitute-PLS	06/01/18 to 06/25/18 – without pay 06/26/18 & 6/27/18 – with pay

Moved by Anthony Giordano and seconded by Richard Bruno

The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions

22. NON-RENEWAL OF STAFF

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the non-renewal of staff members, whose names are on file in the office of the Superintendent.

Moved by Anthony Giordano and seconded by Richard Bruno

The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions

23. 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>
Ayala, Norys	Personal Aide – RDS	06/30/18
Petrilli, Susan	NP Nurse Substitute	06/30/18
Pinnix, Margaret	NP Nurse Substitute	06/30/18
Rowe, Sarah	Personal Aide – PLS	06/30/18
Sullivan, Kerry	Personal Aide – PLS	06/30/18
Velez de Ojeda, Edda	Personal Aide – RDS	06/30/18

Moved by Anthony Giordano and seconded by Richard Bruno

The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions

TRANSPORTATION

24. AWARD OF EMERGENCY AND NEGOTIATED TRANSPORTATION CONTRACTS – 2017/2018 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 2017/2018 school year as per the attached: EXHIBIT AA

Moved by Frank Neglia and seconded by Richard Bruno

The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions

25. APPROVE TRANSPORTATION CONTRACT ADDENDA – 2017/2018 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the transportation contract addenda for changes made to routes for the 2017/2018 school year as per the attached: EXHIBIT BB

Moved by Frank Neglia and seconded by Richard Bruno

The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions

26. **ACCEPT CANCELLATION OF TRANSPORTATION CONTRACTS – 2017/2018 SCHOOL YEAR**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to accept the cancellation of transportation contracts for the 2017/2018 school year as per the attached: **EXHIBIT CC**
- Moved by Frank Neglia and seconded by Richard Bruno  
The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions
27. **AWARD OF EMERGENCY AND NEGOTIATED TRANSPORTATION CONTRACTS – 2018/2019 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 2018/2019 school year as per the attached: **EXHIBIT DD**
- Moved by Frank Neglia and seconded by Richard Bruno  
The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions
28. **APPROVE TRANSPORTATION CONTRACT ADDENDA – 2018/2019 SCHOOL YEAR**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the transportation contract addenda for changes made to routes for the 2018/2019 school year as per the attached: **EXHIBIT EE**
- Moved by Frank Neglia and seconded by Richard Bruno  
The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions
29. **AWARD OF TRANSPORTATION CONTRACTS – 2018/2019 SCHOOL YEAR**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to award the transportation contracts based on the bid results of June 21, 2018 and July 26, 2018, to the lowest bidders for transportation of school pupils for the 2018/2019 school year as per the attached:  
**EXHIBIT FF – June 21, 2018 – Summer**  
**EXHIBIT GG – July 26, 2018 – Athletics & Field Trips**
- Moved by Frank Neglia and seconded by Richard Bruno  
The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions
30. **APPROVE RENEWAL OF TRANSPORTATION CONTRACTS – 2018/2019 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 2018/2019 school year as per the attached:  
**EXHIBIT HH – Summer School Transportation**  
**EXHIBIT II – Public School Transportation**  
**EXHIBIT JJ – Non Public School Transportation**
- Moved by Frank Neglia and seconded by Richard Bruno  
The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions
31. **REVISE 2018-2019 SCHOOL CALENDAR**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the revised 2018-2019 School Calendar
- Moved by Karen Nyquist and seconded by Michael Stewart  
The motion was approved as follows: 5 yeas, 0 nays, 0 abstentions

**Minutes- Board of Directors Meeting, August 8, 2018**

**PUBLIC** – No Public

**OTHER BUSINESS** – No Other Business

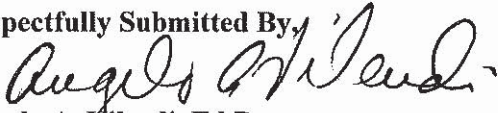
**GENERAL BOARD DISCUSSION**

**32. CLOSED SESSION – Not Needed**

**ADJOURNMENT**

There being no further business a motion was made by Richard Bruno and seconded by Anthony Giordano to adjourn at 8:40 pm by a unanimous roll call.

Respectfully Submitted By,



Angelo A. Vilardi, Ed.D.

Superintendent/Acting Board Secretary

**ATTACHMENTS**

**EXHIBITS**

**A1-A2**

**Line Account Transfers - May 2018**

**A3-A5**

**Line Account Transfers - June 2018**

**B1-B27**

**Board Secretary's & Treasurer's Report-May 31, 2018**

**B28-B54**

**Board Secretary's & Treasurer's Report-June 30, 2018**

**C1-C45**

**Payment of Bills – June 30, 2018**

**C46-C68**

**Payment of Bills – July 31, 2018**

**D1-D2**

**Professional Service Providers – 2018-2019**

**E1-E6**

**Educational Data Services – Award of Bids**

**F1&F2**

**Lunch Fund – Park Lake School – May & June 2018**

**F3&F4**

**Lunch Fund – Regional Day School – May & June 2018**

**G1**

**ESY 2018 – RDS & PLS**

**G2**

**ESY 2018 & 2018-2019**

**AA-JJ**

**Transportation**