

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
DECEMBER 12, 2018

CALL TO ORDER

President, Michael Bertram called to order the Regular Meeting of the Board of Directors of the Educational Services Commission of Morris County at 7:35 pm on December 12, 2018 at the Commission Office, 520 Speedwell Avenue, Suite 200, 2nd Floor, Morris Plains.

ROLL CALL

The Business Administrator/Board Secretary called the roll:

Present: Irene LeFebvre, Boonton Town
Richard Bruno, Harding Township
Michael Stewart, Jefferson Township
John Morella, Montville Township
Michael Bertram, Morris Hills Regional, President
Frank Neglia, Parsippany Troy-Hills
Angelo Vilardi, Superintendent

Not Present: Todd Henches, Lincoln Park Borough
Karen Nyquist, Long Hill Township, Vice President
Morris School District
Mt. Olive Township
Washington 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 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, notices were posted at the Park Lake School, Rockaway and Regional Day School, Morristown.

PUBLIC

ADJOURNMENT OF MEETING

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

CALL TO ORDER

The President called an Executive Committee Meeting to order in accordance with NJSA 18A:6-57 at 7:48 pm. The Business Administrator/Board Secretary noted the roll from the Director's Meeting.

SUPERINTENDENT'S REPORT

- Online HIB School Self-Assessment was submitted
- Discussed completion of CAFR which we expect the completed audit to be available at our January 9, 2019 meeting

- Discussed ESC School consolidation of both Park Lake School & Regional Day School
- Updated Board on the sale of Park Lake School
- Brief Closed Session needed to update status of negotiations
- Next Board meeting is January 9, 2019

MINUTES

1. APPROVAL OF MINUTES OF THE EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS MEETING OF NOVEMBER 14, 2018

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Executive Committee of the Board of Directors Meeting of November 14, 2018

Moved by Michael Bertram and seconded by John Morella

The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

2. APPROVAL OF CLOSED MINUTES OF THE EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS MEETING OF NOVEMBER 14, 2018

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Closed Minutes of the Executive Committee of the Board of Directors Meeting of November 14, 2018.

Moved by Michael Bertram and seconded by John Morella

The motion was approved as follows: 6 yeas, 0 nays, 1 abstention (Frank Neglia)

COMMISSION

4. APPROVAL OF LINE ACCOUNT TRANSFERS FOR THE 2018-2019 BUDGET

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the line account transfers to the 2018/2019 budget as detailed on the attached: EXHIBIT A

Moved by Irene LeFebvre and seconded by Frank Neglia

The motion was approved as follows: 6 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 October 31, 2018 showing a cash balance of \$348,332.53 be approved: EXHIBIT B

Moved by Irene LeFebvre and seconded by Frank Neglia

The motion was approved as follows: 6 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

November 30, 2018 - \$2,599,454.32

Moved by Irene LeFebvre and seconded by Frank Neglia
The motion was approved as follows: 6 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 Irene LeFebvre and seconded by Frank Neglia
The motion was approved as follows: 6 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 Irene LeFebvre and seconded by Frank Neglia
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

9. REJECTION OF RENEWALS AND REJECTION OF BIDS
BE IT RESOLVED BY THE BOARD OF DIRECTORS to
A) reject Bid #8545, Package #20 HVAC Services & Repair, re-awarded 09/12/18 board meeting
B) reject Bid #8532, Package #57 Disaster Remediation re-awarded 09/12/18 board meeting
C) reject Bid #9180 approved at the 11/14/18 board meeting.

Moved by Irene LeFebvre and seconded by Frank Neglia
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

ESC SCHOOL

10. APPROVAL OF ESC SCHOOL LUNCH FUND
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the following disbursements and cash balance from the ESC School Lunch fund: EXHIBIT F

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
October 31, 2018	\$0.00	\$657.60

Moved by Michael Stewart and seconded by Irene LeFebvre
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

PERSONNEL

11. APPROVE ESC STAFF

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the following personnel for the 2018-2019, as recommended by the Superintendent, per the attached: EXHIBIT G

Moved by Frank Neglia and seconded by John Morella

The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

12. APPROVE HEALTH BENEFIT OPT OUT AND STIPENDS FOR THE 2018-2019 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve Health Benefit Opt Out and Stipends for the 2018-2019 school year, payments are made as per the attached, in accordance with the negotiated Agreement: EXHIBIT H

Moved by Frank Neglia and seconded by John Morella

The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

13. 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 2018-2019 school year, as recommended by the Superintendent, at the Board approved rates: EXHIBIT I

Moved by Frank Neglia and seconded by John Morella

The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

14. APPROVE MEDICAL LEAVE OF ABSENCE

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve medical leave of absence for the following staff member:

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Conte, Lisa	Teacher – PLS	12/1/18 to 12/31/18 with pay 01/1/19 to TBD without pay

Moved by Frank Neglia and seconded by John Morella

The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

15. APPROVE RETURN FROM MEDICAL LEAVE

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

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Cristian Mesa	School Bus Driver	12/05/18

Moved by Frank Neglia and seconded by John Morella

The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

16. ACCEPT RESIGNATION OF STAFF

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

<u>Name</u>	<u>Title</u>	<u>Resignation Effective</u>
Abadie, Mary	Non-Public Nurse	01/01/19
Safko, Katelyn	Non-Public Nurse	11/01/18

Moved by Frank Neglia and seconded by John Morella

The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

17. 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>
Mason, Jeffrey	Teacher of Art	01/01/19

Moved by Frank Neglia and seconded by John Morella

The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

TRANSPORTATION

18. 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 AA

Moved by John Morella and seconded by Frank Neglia

The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

19. 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 BB

Moved by John Morella and seconded by Frank Neglia

The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

20. ACCEPT CANCELLATION OF TRANSPORTATION CONTRACTS – 2018/2019 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to accept the cancellation of transportation contracts for the 2018/2019 school year as per the attached: EXHIBIT CC

Moved by John Morella and seconded by Frank Neglia

The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

21. 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 November 27, 2018, to the lowest bidders for transportation of school pupils for the 2018/2019 school year as per the attached:
EXHIBIT DD – November 27, 2018

Moved by John Morella and seconded by Frank Neglia
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

PUBLIC – Sandy Neglia thanked the Superintendent for attending their PTA meeting
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 negotiations, 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 Stewart and seconded by Richard Bruno. The meeting was moved into executive committee closed session at 8:07 pm and was carried by a unanimous roll call.

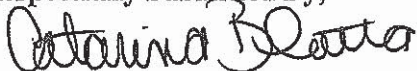
23. RETURN TO REGULAR SESSION FROM CLOSED SESSION
BE IT RESOLVED BY THE BOARD OF DIRECTORS to return to the regular session of the Board of Directors meeting from the closed session.

Moved by Michael Bertram and seconded by Richard Bruno. The meeting was returned to executive session at 8:30 pm and was carried by a unanimous roll call.

ADJOURNMENT

There being no further business a motion was made by Michael Bertram and seconded by Richard Bruno to adjourn at 8:30 pm by a unanimous roll call.

Respectfully Submitted By,



Catarina Bilotta
Business Administrator/Board Secretary

ATTACHMENTS

EXHIBITS

A	Line Account Transfers – October 2018
B	Board Secretary’s & Treasurer’s Report-October 31, 2018
C	Payment of Bills – November 30, 2018
D	Professional Service Providers – 2018-2019
E	Ed Data Award of Bids
F	Lunch Fund – October 2018 – ESC School
G	2018-2019 Staff
H	2018-2019 Health Benefits Opt Out/Stipends
I	2018-2019 On-Call Substitutes
AA-DD	Transportation