

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

MINUTES –BOARD OF DIRECTORS MEETING
FEBRUARY 13, 2019

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 will be called to order at 7:30 pm on February 13, 2019 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
Amy Gould, Jefferson Township
Karen Nyquist, Long Hill Township, Vice President
Katie Bartnick, Mine Hill Township
John Morella, Montville Township, left at 8:52 pm
Michael Bertram, Morris Hills Regional, President
Diane DelRusso, Morris Plains Borough, arrived at 7:45 pm
Meredith Davidson, Morris School
Anne Witt, Netcong Borough, left at 8:52 pm
Frank Neglia, Parsippany Troy-Hills, left at 8:52 pm
Rich Prezioso, Pequannock Township, left at 8:52 pm
Angelo Vilardi, Superintendent

Not Present: Todd Henches, Lincoln Park Borough

Also Present: Catarina Bilotta, Business Administrator/Board Secretary
Michael Stewart, Jefferson 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, notices were posted at the Park Lake School, Rockaway and Regional Day School, Morristown.

PUBLIC – Announced T-Shirts will be available for sale with the new school name at the April 12, 2018 School Annual Gala

SUPERINTENDENT’S REPORT

- Frank Romano, Director of Transportation, provided an overview to the Board of Directors
- Discussed Budget Preparation and Submission
- Discussed progress of consolidation of Park Lake School and Regional Day School
- Discussed DOE operating contract and the DOE approval of the name change to Central Park School
- Discussed bid of the Vestibule Project at Central Park School
- Updated Board on the completion of the CAFR
- Closed Session will be needed
- Next meeting is Wednesday, March 13, 2019

PRESIDENT'S APPOINTMENT

In accordance with Bylaw Article III, Section 10, and Bylaw Article IV, Sections 5 and 6, as President, I appoint Katie Bartnick, Mine Hill Township of the Representative Assembly to participate as voting Board member for the remainder of this meeting or Are there any objections? Hearing none the appointment is approved.

MINUTES

1. APPROVAL OF MINUTES OF THE REPRESENTATIVE ASSEMBLY MEETING OF JANUARY 9, 2019

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Representative Assembly Meeting of January 9, 2019.

Moved by Michael Bertram and seconded by Irene LeFebvre

The motion was approved as follows: 9 yeas, 0 nays, 3 abstentions (Amy Gould, Meredith Davidson and Katie Bartnick)

2. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF JANUARY 9, 2019

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Board of Directors Meeting of January 9, 2019.

Moved by Michael Bertram and seconded by Irene LeFebvre

The motion was approved as follows: 7 yeas, 0 nays, 5 abstentions (Amy Gould, Meredith Davidson, Frank Neglia, Richard Prezioso and Katie Bartnick)

3. APPROVAL OF CLOSED MINUTES OF THE BOARD OF DIRECTORS MEETING OF JANUARY 9, 2019

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Closed Minutes of the Board of Directors Meeting of January 9, 2019, with change in word.

Moved by Michael Bertram and seconded by Irene LeFebvre

The motion was approved as follows: 7 yeas, 0 nays, 5 abstentions (Amy Gould, Meredith Davidson, Frank Neglia, Richard Prezioso and Katie Bartnick)

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 Richard Prezioso and seconded by Frank Neglia

The motion was approved as follows: 12 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 December 31, 2018 showing a cash balance of \$946,979.51 be approved: EXHIBIT B

Moved by Richard Prezioso and seconded by Frank Neglia
The motion was approved as follows: 12 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

January 31, 2019 - \$2,841,771.56

Moved by Richard Prezioso and seconded by Frank Neglia
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

7. 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 D

Moved by Richard Prezioso and seconded by Frank Neglia
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

- 7a. REJECT BID FOR SECURITY VESTIBULE RENOVATIONS
BE IT RESOLVED BY THE BOARD OF DIRECTORS to reject Bid #7648 Security Vestibule Renovations project.

Moved by Richard Prezioso and seconded by Frank Neglia
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

8. 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 E

Moved by Richard Prezioso and seconded by Frank Neglia
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

ESC SCHOOLS

9. 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>
December 31, 2018	\$4,321.69	\$246.05

Moved by Meredith Davidson and seconded by Frank Neglia
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

10. APPROVE OCCUPATIONAL THERAPY INTERN
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the placement of Rachel Walsh, Occupational Therapy student from Seton Hall University at the ESC School, Rockaway, NJ for the period February 21, 2019 to April 18, 2019.

Moved by Meredith Davidson and seconded by Frank Neglia
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

- 11. **APPROVE HIGH SCHOOL STUDENTS VISIT**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve a visit by Roxbury High School students to meet and observe teachers, therapists and students on Thursday, March 7, 2019 from 9:15 to 1:00 pm.

Moved by Meredith Davidson and seconded by Frank Neglia
 The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

PERSONNEL

- 12. **APPROVE ESC STAFF – 2018-2019**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve personnel for the school year 2018-2019, as recommended by the Superintendent, per the attached: EXHIBIT G

Moved by Diane DelRusso and seconded by John Morella
 The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

- 13. **APPROVE LEAVE OF ABSENCE**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve leave of absence(s) for the following staff member(s) without pay:

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Elizondo, Jason	Personal Aide	1/22/19 to TBD
Giordano, Carolyn	NP Nurse	1/16/19 to TBD
Marulanda, Martin	School Bus Attendant	2/01/19 to TBD
Toto, Jennifer	NP Nurse	1/01/19 to TBD

Moved by Diane DelRusso and seconded by John Morella
 The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

- 14. **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>
Dunn, Doreen	ICS Aide IDEA	02/15/19

Moved by Diane DelRusso and seconded by John Morella
 The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

TRANSPORTATION

- 15. **APPROVE JOINT TRANSPORTATION AGREEMENTS FOR COORDINATED TRANSPORTATION SERVICES – 2018/2019 SCHOOL YEAR**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Joint Transportation Agreements for coordinated transportation services for the 2018/2019 school year for the following districts:

- Cinnaminson Township Board of Education

Moved by John Morella and seconded by Karen Nyquist
 The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

16. 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 Karen Nyquist

The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

17. 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 Karen Nyquist

The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

18. 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 Karen Nyquist

The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

PUBLIC – No Other Public

OTHER BUSINESS – No Other Business

GENERAL BOARD DISCUSSION

19. 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 real estate and 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 Bertram and seconded by Irene LeFebvre. The meeting was moved into closed session at 8:43 pm and was carried by a unanimous roll call.

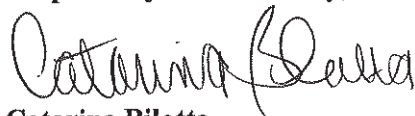
20. RETURN TO REGULAR SESSION FROM CLOSED SESSION

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 returned to regular session at 8:52 pm and was carried by a unanimous roll call.

The President adjourned the meeting at 9:07 pm

Respectfully Submitted By,



Catarina Bilotta

Business Administrator/Board Secretary

Minutes- Board of Directors Meeting, February 13, 2019

ATTACHMENTS

EXHIBITS

A	Line Account Transfers – December 2018
B	Board Secretary’s & Treasurer’s Report-December 31, 2018
C	Payment of Bills – January 31, 2019
D	Award of Bids - Educational Data Service
E	2018-2019 Professional Service Providers
F	Lunch Fund – ESC School – December 2018
G	2018-2019 ESC Staff
AA-CC	Transportation