

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

MINUTES –BOARD OF DIRECTORS MEETING
MARCH 13, 2019

CALL TO ORDER

President, Michael Bertram, called the Regular Meeting of the Board of Directors of the Educational Services Commission of Morris County to order at the Commission Office, 520 Speedwell Avenue, Suite 200, 2nd Floor, Morris Plains, New Jersey on Wednesday, March 13, 2019 at 8:10 pm.

ROLL CALL

The Business Administrator/Board Secretary noted the roll from the prior meeting.

Present: Irene LeFebvre, Boonton Town
Richard Bruno, Harding Township
Michael Stewart, Jefferson Township
Karen Nyquist, Long Hill Township, Vice President
Diane Morris, Mine Hill Township
John Morella, Montville Township
Michael Bertram, Morris Hills Regional, President
Diane DelRusso, Morris Plains Borough
Anne Witt, Netcong Borough
Frank Neglia, Parsippany Troy-Hills
Richard Prezioso, Pequannock Township
Lisa Mezik, Rockaway Township
Angelo Vilardi, Superintendent

Not Present: Todd Henches, Lincoln Park Borough
Meredith Davidson, Morris School District

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

SUPERINTENDENT'S REPORT

- Discussed Board of Director/Representative Assembly meeting
- Discussed Central Park School tentative approval by the DOE
- Updated Board on the Park Lake School sale and decreasing asking price
- Discussed our Coordinating Transportation Services annual meeting
- Our Audit has been completed and on the Agenda for approval
- Discussed Ethics Disclosure Forms
- Need Closed Meeting for negotiations and sale of property

Agenda- Board of Directors Meeting, March 13, 2019

1a. ELECTION OF NEW BOARD OF DIRECTOR MEMBERS

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the election of Diane Morris, Mine Hill Township and Lisa Mezik, Rockaway Township to the Board of Directors.

Moved by Michael Bertram and seconded by Richard Bruno
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

MINUTES

1. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF FEBRUARY 13, 2019

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Board of Directors Meeting of February 13, 2019.

Moved by Richard Prezioso and seconded by John Morella
The motion was approved as follows: 10 yeas, 0 nays, 2 abstentions (Diane Morris and Lisa Mezik)

2. APPROVAL OF CLOSED MINUTES OF THE BOARD OF DIRECTORS MEETING OF FEBRUARY 13, 2019

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Closed Minutes of the Board of Directors Meeting of February 13, 2019.

Moved by Richard Prezioso and seconded by John Morella
The motion was approved as follows: 8 yeas, 0 nays, 4 abstentions (Diane Morris, Frank Negli, Richard Prezioso and Lisa Mezik)

COMMISSION

3. 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 Anne Witt and seconded by Karen Nyquist
The motion was approved as follows: 12 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 January 31, 2019 showing a cash balance of \$1,239,805.58 be approved: EXHIBIT B

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

Agenda- Board of Directors Meeting, March 13, 2019

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**

February 28, 2019 - \$2,693,497.47

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

6. **APPROVAL OF CAFR**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the 2018 Comprehensive Annual Financial Report with no recommendations: **EXHIBIT D**

Moved by Anne Witt and seconded by Karen Nyquist
The motion was approved as follows: 12 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 E**

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

- 7a. **BID FOR SECURITY VESTIBULE RENOVATIONS**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to reject Bid #7648 Security Vestibule Renovations project,
AND BE IT FURTHER RESOLVED to authorize the administration to negotiate a cost for the project under the lowest bid of \$72,900.

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

ESC SCHOOLS

8. **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>
January 31, 2019	\$3,792.42	\$455.60

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

PERSONNEL

9. **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 Irene LeFebvre and seconded by Karen Nyquist
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

Agenda- Board of Directors Meeting, March 13, 2019

10. **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>
Garcia-deCamacho, Virginia	Personal Aide	03/01/19

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

11. **APPROVE RETURN FROM LEAVE OF ABSENCE**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve return from 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	01/22/19 to 02/28/19
Giordano, Carolyn	NP Nurse	01/16/19 to 02/18/19
Marulanda, Martin	School Bus Attendant	02/01/19 to 02/28/19

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

12. **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>
Cruz, Olga	Personal Aide	03/01/19

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

13. **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>
Fiore, Lynn	Occupational Therapist	07/01/19

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

TRANSPORTATION

14. **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 Diane DeRusso and seconded by Irene LeFebvre
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

Agenda- Board of Directors Meeting, March 13, 2019

15. **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 **Diane DelRusso** and seconded by **Irene LeFebvre**
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

16. **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 **Diane DelRusso** and seconded by **Irene LeFebvre**
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

17. **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 February 26, 2019, to the lowest bidders for transportation of school pupils for the 2018/2019 school year as per the attached:
EXHIBIT DD – February 26, 2019

Moved by **Diane DelRusso** and seconded by **Irene LeFebvre**
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

18. **APPROVE JOINT TRANSPORTATION AGREEMENTS FOR COORDINATED TRANSPORTATION SERVICES – 2019/2020 SCHOOL YEAR**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Joint Transportation Agreements for coordinated transportation services for the 2019/2020 school year:
Morris County Districts

Boonton Township, Butler Borough, Chester Township, Denville Township, Dover Town, East Hanover Township, Florham Park Borough, Hanover Park Regional, Hanover Township, Harding Township, Jefferson Township, Kinnelon Borough, Lincoln Park Borough, Long Hill Township, Madison Borough, Mendham Borough, Mendham Township, Mine Hill Township, Montville Township, Morris County Vocational School District, Morris Hills Regional, Morris Plains Borough, Morris School District, Mt. Arlington Borough, Mt. Olive Township, Mountain Lakes Borough, Netcong Borough, Parsippany-Troy Hills, Pequannock Township, Randolph Township, Riverdale Borough, Rockaway Borough, Rockaway Township, Roxbury Township, School District of the Chathams, Town of Boonton, Washington Township, West Morris Regional and Wharton Borough.

Out of County Districts:

Bloomington Board of Education, Cinnaminson Township Board of Education, Glen Ridge School District, Hunterdon Central Regional High School, Hunterdon County Educational Services Commission, Livingston Board of Education, Monmouth-Ocean Educational Services Commission, Paterson Public Schools, Pompton Lakes Board of Education, Summit Public Schools, Sussex County Regional Cooperative, Warren County Special Services and Watchung Hills Regional.

Moved by **Diane DelRusso** and seconded by **Irene LeFebvre**
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

PUBLIC – Central Park Gala invitation was discussed

OTHER BUSINESS - No Other Business

GENERAL BOARD DISCUSSION – President toured Central Park School areas that have been updated – looks great

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 sale of property 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 8:35 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 Karen Nyquist and seconded by Richard Prezioso. The meeting returned to regular session at 8:50 pm and was carried by a unanimous roll call.

ADJOURNMENT

There being no further business a motion was made by Richard Bruno and seconded by Karen Nyquist at 8:50 pm and was carried by a unanimous roll call.

Respectfully Submitted By,



Catarina Bilotta
Business Administrator/Board Secretary

ATTACHMENTS

EXHIBITS

- | | |
|-------|---|
| A | Line Account Transfers – January 2019 |
| B | Board Secretary’s & Treasurer’s Report-January 31, 2019 |
| C | Payment of Bills – February 28, 2019 |
| D | CAFR – 2018 |
| E | 2018-2019 Professional Service Providers |
| F | Lunch Fund – ESC School – January 2019 |
| G | 2018-2019 ESC Staff |
| AA-DD | Transportation |