

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

**MINUTES –BOARD OF DIRECTORS MEETING**  
**MAY 8, 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, 2<sup>nd</sup> Floor, Morris Plains, New Jersey on Wednesday, May 8, 2019 at 7:34 pm.

**ROLL CALL**

The Business Administrator/Board Secretary called the roll:

**Present:** Irene LeFebvre, Boonton Town  
Richard Bruno, Harding Township  
Amy Gould, Jefferson Township  
Diane Morris, Mine Hill Township  
Michael Bertram, Morris Hills Regional, President  
Diane DelRusso, Morris Plains Borough  
Meredith Davidson, Morris School District  
John Kehmna, Mt. Olive Township  
Anne Witt, Netcong Borough  
Frank Neglia, Parsippany Troy-Hills, left at 8:15 pm  
Angelo Vilardi, Superintendent

**Not Present:** Todd Henches, Lincoln Park Borough  
Karen Nyquist, Long Hill Township, Vice President  
John Morella, Montville Township  
Richard Prezioso, Pequannock Township  
Lisa Mezik, Rockaway Township

**Also Present:** Catarina Bilotta, Business Administrator/Board Secretary

**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** – Sandy Neglia thanked everyone who attended the Gala for their support to our school

**SUPERINTENDENT'S REPORT**

- Discussed Budget approvals. Received notification from County Office that our 2019-2020 ESC budget was approved. Still waiting for the DOE to approve our Central Park School Budget.
- Updated Board on construction project at Central Park School which is 99.5% completed. Also, updated Board on upgrades to interior.
- Discussed School Calendar change of Family Fun Night, which will be held at Central Park School.
- Discussed staffing recommendations for the 2019-2020 school year
- Updated Board on the Non-Public Services audit result

## Minutes- Board of Directors Meeting, May 8, 2019

- Discussed the Transportation (CTSA) meeting which was well attended
- Discussed NJSBA Workshop session which we were approved as a presenter in October
- Discussed Reorganization Meeting in June
- Discussed Idea's for Goals for 2019-2020
- Closed Session will be needed to discuss sale of Park Lake building and Superintendent's Evaluation

### MINUTES

1. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF APRIL 10, 2019

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Board of Directors Meeting of April 10, 2019.

Moved by Irene LeFebvre and seconded by Frank Neglia

The motion was approved as follows: 7 yeas, 0 nays, 3 abstentions (Diane Morris, Meredith Davidson and Anne Witt)

2. APPROVAL OF CLOSED MINUTES OF THE BOARD OF DIRECTORS MEETING OF APRIL 10, 2019

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Closed Minutes of the Board of Directors Meeting of April 10, 2019.

Moved by Irene LeFebvre and seconded by Frank Neglia

The motion was approved as follows: 6 yeas, 0 nays, 4 abstentions (Diane Morris, Meredith Davidson, Anne Witt and Frank Neglia)

### 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 Irene LeFebvre

The motion was approved as follows: 10 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 March 31, 2019 showing a cash balance of \$1,911,311.40 be approved: EXHIBIT B

Moved by Anne Witt and seconded by Irene LeFebvre

The motion was approved as follows: 10 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

April 30, 2019 -

\$2,733,398.75

Moved by Anne Witt and seconded by Irene LeFebvre

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

6. 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 Anne Witt and seconded by Irene LeFebvre

The motion was approved as follows: 10 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 E

Moved by Anne Witt and seconded by Irene LeFebvre

The motion was approved as follows: 10 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>
March 31, 2019	\$3,834.25	\$353.80

Moved by Frank Neglia and seconded by John Kehmna

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

9. APPROVE REVISIONS TO 2018-2019 SCHOOL CALENDAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve revisions to the 2018-2019 School Calendar as per the attached: EXHIBIT G

Moved by Frank Neglia and seconded by John Kehmna

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

PERSONNEL

10. 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 H

Moved by John Kehmna and seconded by Amy Gould

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

11. 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>
DeMartino, Dawn	ICS Teacher-IDEA	04/01/19
LaChance, Stacey	NP Nurse	04/19/19

Moved by John Kehmna and seconded by Amy Gould

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

12. APPROVE THE 2019-2020 ESY PROGRAM RATES OF PAY

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Rates of Pay for the 2019-2020 Extended School Year Program as follows:

<u>TITLE:</u>	<u>RATE OF PAY – 2019-2020</u>
Occupational Therapist	\$57.50 an hour
Physical Therapist	\$57.50 an hour
Speech & Language Therapist	\$57.50 an hour
Teacher of the Handicapped	\$40.50 an hour
Nurse	\$40.50 an hour
Personal Aide	\$18.00 an hour

Moved by John Kehmna and seconded by Amy Gould

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

13. APPROVE ESC STAFF – 2019-2020

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve personnel for the school year 2019-2020, as recommended by the Superintendent, per the attached: EXHIBIT I

Moved by John Kehmna and seconded by Amy Gould

The motion was approved as follows: 9 yeas, 0 nays, 1 abstention (Frank Neglia)

14. NON-RENEWAL OF FUNDED POSITIONS

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the non-renewal of funded positions for staff members not listed in Resolution 13, whose names are on file in the office of the Superintendent.

Moved by John Kehmna and seconded by Amy Gould

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

TRANSPORTATION

15. 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 DelRusso and seconded by Frank Neglia

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions



16. 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 Frank Neglia  
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

17. 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 Frank Neglia  
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

PUBLIC – No Other Public  
OTHER BUSINESS  
GENERAL BOARD DISCUSSION

18. 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 to discuss Superintendent's evaluation, 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 Amy Gould and seconded by Diane Morris. The meeting was moved into closed session at 8:00 pm and was carried by a unanimous roll call.

19. 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 John Kehmna and seconded by Irene LeFebvre. The meeting returned to regular session at 8:45 pm and was carried by a unanimous roll call.

20. APPROVE SUPERINTENDENT'S EVALUATION AND SALARY  
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the 2018-2019 Superintendent's Evaluation and the 2019-2020 salary in accordance with the Superintendent Contract.

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

ADJOURNMENT

There being no further business a motion was made by John Kehmna and seconded by Irene LeFebvre at 8:45 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 – March 2019</b>
<b>B</b>	<b>Board Secretary’s &amp; Treasurer’s Report-March 31, 2019</b>
<b>C</b>	<b>Payment of Bills – April 30, 2019</b>
<b>D</b>	<b>2018-2019 Professional Service Providers</b>
<b>E</b>	<b>Award of Bids - Educational Data Services</b>
<b>F</b>	<b>Lunch Fund – ESC School – March 2019</b>
<b>G</b>	<b>2018-2019 School Calendar - Revised</b>
<b>H</b>	<b>2018-2019 ESC Staff</b>
<b>I</b>	<b>2019-2020 ESC Staff</b>
<b>AA-CC</b>	<b>Transportation</b>