

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

MINUTES –BOARD OF DIRECTORS MEETING
AUGUST 14, 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 August 14, 2019 at 7:30 pm

FLAG SALUTE

ROLL CALL

The Business Administrator/Board Secretary called the roll:

Present: Irene LeFebvre, Boonton Town
Richard Bruno, Harding Township
Michael Stewart, Jefferson Township
Karen Nyquist, Long Hill Township, Vice President
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
Angelo Vilardi, Superintendent

Not Present: Todd Henches, Lincoln Park Borough
Diane Morris, Mine Hill Township
Meredith Davidson, Morris School District
John Kehmna, Mt. Olive 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 8, 2019 in the Daily Record. Notices were also sent on July 16, 2019 to the offices of the Morris County Clerk and the Morris County Superintendent of Schools. In addition, a notice was posted at the Central Park School, Morristown.

PUBLIC – Sandy Neglia thanked the Board for helping with a bank issue concerning Central Park School

SUPERINTENDENT'S REPORT

- Discussed new Contract to operate Central Park School and ESC's responsibility for the building for the 2019-2020 school year
- Discussed Central Park School renovation update
- Discussed Transportation Services and pricing issues
- Discussed renewal of Cooperative Purchasing Lead Agency by the Department of Community Affairs (DCA)
- Informed the Board of Directors that we completed HIB Self Assessment of our procedures and we do not have qualifying incidents due to the nature of our students
- Closed will be needed to discuss the status of sale of the ESC School Building
- Next meeting is September 11, 2019

MINUTES

1. APPROVAL OF MINUTES OF THE REPRESENTATIVE ASSEMBLY OF THE BOARD OF DIRECTORS MEETING OF JUNE 12, 2019

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Representative Assembly of the Board of Directors Meeting of June 12, 2019.

Moved by Richard Bruno and seconded by John Morella

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

2. APPROVAL OF MINUTES OF THE ORGANIZATION AND BOARD OF DIRECTORS MEETING OF JUNE 12, 2019

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Organization and Board of Directors Meeting of June 12, 2019.

Moved by Richard Bruno and seconded by John Morella

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

3. APPROVAL OF CLOSED MINUTES OF BOARD OF DIRECTORS MEETING OF JUNE 12, 2019

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Closed Minutes of the Board of Directors Meeting of June 12, 2019.

Moved by Richard Bruno and seconded by John Morella

The motion was approved as follows: 9 yeas, 0 nays, 3 abstentions (Michael Stewart, Frank Neglia and Richard Prezioso)

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 John Morella and seconded by Irene LeFebvre

The motion was approved as follows: 10 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 May 31, 2019 showing a cash balance of \$1,785,836.43 be approved: **EXHIBIT B1-B27**

Moved by John Morella and seconded by Irene LeFebvre

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

6. **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, 2019 showing a cash balance of (\$159,198.72) be approved: **EXHIBIT B28-B54**

Moved by John Morella and seconded by Irene LeFebvre

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

7. **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**

June 30, 2019	-	\$5,038,860.40
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Moved by John Morella and seconded by Irene LeFebvre

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

8. **APPROVE AGREEMENT BETWEEN STATE OF NJ, DOE AND ESC OF MC**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Agreement between the State of New Jersey, Department of Education and the Educational Services Commission of Morris County to continue the operation of the Central Park School for the five year period beginning July 1, 2019 and ending on June 30, 2024.

Moved by John Morella and seconded by Irene LeFebvre

The motion was approved as follows: 10 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 2019-2020 school year at the Central Park School in the amount of \$26,190.17 and our Central Office in the amount of \$14,736.00.

Moved by John Morella and seconded by Irene LeFebvre

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

10. 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 Central Park School's lunch program for the school year 2019-2020, for a management and administrative fee totaling \$10,000.00.

Moved by John Morella and seconded by Irene LeFebvre

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

11. APPROVAL OF DISBURSEMENT FROM ESC SCHOOL LUNCH FUND

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the following disbursements from the ESC School Lunch fund: EXHIBIT D

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
May 31, 2019	\$3,490.75	\$254.80
June 30, 2019	\$6,460.56	\$ 0.00

Moved by John Morella and seconded by Irene LeFebvre

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

12. APPROVE AGREEMENT WITH HAND OVER HAND

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Agreement to provide services for the 2019-2020 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 John Morella and seconded by Irene LeFebvre

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

13. APPROVE RENEWAL OF LANDSCAPING FOR THE 2019-2020 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the renewal of the contract for Central Park School, in accordance with N.J.S.A. 18A:18A-5, for the 2019-2020 school year with Markovski Landscaping for Landscaping and Snow Removal Services

Moved by John Morella and seconded by Irene LeFebvre

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

14. APPROVE PROFESSIONAL SERVICE PROVIDERS – 2019-2020 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Professional Service Providers for the 2019-2020 school year: EXHIBIT E

Moved by John Morella and seconded by Irene LeFebvre

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

15. **APPROVE INTERLOCAL SERVICE AGREEMENT**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Interlocal Service Agreement for the 2019-2020 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 John Morella and seconded by Irene LeFebvre

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

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

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the 2019-2020 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 John Morella and seconded by Irene LeFebvre

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

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

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the 2019-2020 school year School Contract for Level 1 Education Services for student M.V. at DePaul Catholic, Wayne in the amount of \$1,900.00.

Moved by John Morella and seconded by Irene LeFebvre

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

18. **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 \$165.00 per session for the period September 1, 2019 to June 30, 2020.

Moved by John Morella and seconded by Irene LeFebvre

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

PERSONNEL

19. **APPROVE ESY STAFF**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the following personnel for the Extended School Year (ESY) 2019 at the Board approved rates, as recommended by the Superintendent, per the attached:

EXHIBIT F – ESY 2019 – Central Park School

Moved by Diane DelRusso and seconded by John Morella

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

TRANSPORTATION

20. 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 Agreement for coordinated transportation services for the 2019-2020 school year for the following districts:

- Cherry Hill Public Schools

Moved by Karen Nyquist and seconded by John Morella

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

21. 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 Karen Nyquist and seconded by John Morella

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

22. 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 Karen Nyquist and seconded by John Morella

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

23. 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 Karen Nyquist and seconded by John Morella

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

24. AWARD OF EMERGENCY AND NEGOTIATED TRANSPORTATION CONTRACTS – 2019/2020 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 2019/2020 school year as per the attached: EXHIBIT DD

Moved by Karen Nyquist and seconded by John Morella

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

25. APPROVE TRANSPORTATION CONTRACT ADDENDA – 2019/2020 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the transportation contract addenda for changes made to routes for the 2019/2020 school year as per the attached: EXHIBIT EE

Moved by Karen Nyquist and seconded by John Morella

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

26. ACCEPT CANCELLATION OF TRANSPORTATION CONTRACTS – 2019/2020 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to accept the cancellation of transportation contracts for the 2019/2020 school year as per the attached: EXHIBIT FF

Moved by Karen Nyquist and seconded by John Morella

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

27. AWARD OF TRANSPORTATION CONTRACTS – 2019/2020 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to award the transportation contracts based on the bid results of June 18, 2019, July 25, 2019 and August 1, 2019 to the lowest bidders for transportation of school pupils for the 2019/2020 school year as per the attached:

EXHIBIT GG – June 18, 2019

EXHIBIT HH – July 25, 2019

EXHIBIT II – August 1, 2019

Moved by Karen Nyquist and seconded by John Morella

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

28. APPROVE RENEWAL OF TRANSPORTATION CONTRACTS – 2019/2020 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 2019/2020 school year as per the attached:

EXHIBIT JJ – Summer School Transportation

EXHIBIT KK – Public School Transportation

EXHIBIT LL – Non Public School Transportation

EXHIBIT MM – Academy School Transportation

EXHIBIT NN – Special Education School Transportation

Moved by Karen Nyquist and seconded by John Morella

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

28a. APPROVE SUBSCRIPTION BUSING SERVICES AGREEMENT

WHEREAS, the Educational Services Commission of Morris County is a cooperative transportation services agency which among other things on behalf of its member districts arranges for transportation of eligible nonpublic school pupils to the Gottesman RTW Academy, Randolph, New Jersey (“GRTWA”); and

WHEREAS, for the 2019-2020 school year, the bid amount for the provision of nonpublic transportation to GRTWA pupils exceeded the maximum per pupil transportation cost permitted by *N.J.S.A. 18A:39-1a*; and

WHEREAS, rather than provide in-lieu transportation aid to the affected parents, the Commission and GRTWA desire to continue provision of nonpublic pupil transportation to otherwise eligible pupils of GRTWA, with GRTWA assuming the additional cost of transportation beyond the limit set by *N.J.S.A. 18A:39-1a*;

NOW, THEREFORE, BE IT RESOLVED, pursuant to *N.J.S.A. 18A:6-63b.*, that the Board of Directors of the Educational Services Commission of Morris County authorizes entry into a subscription busing services agreement with GRTWA, whereby GRTWA shall pay to the Commission the costs of nonpublic pupil transportation provided by the Commission to

eligible GRTWA pupils in excess of the maximum per pupil amount funded pursuant to N.J.S.A. 18A:39-1 and/or N.J.S.A. 18A:39-1.6; and be it

FURTHER RESOLVED, that the Board President and Secretary are authorized to execute an appropriate form of agreement with GRTWA memorializing this arrangement upon approval of the form of same by the Board Attorney.

Moved by Karen Nyquist and seconded by John Morella
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

PUBLIC

OTHER BUSINESS – No other business

GENERAL BOARD DISCUSSION – No general board discussion

29. 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 discussing the status of sale of ESC school building in Rockaway, 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 Karen Nyquist. The motion was moved into closed session at 8:14 pm and was carried by a unanimous roll call.

30. 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 Irene LeFebvre and seconded by Karen Nyquist. The meeting was returned to regular session at 8:25 pm and was carried by a unanimous roll call.

ADJOURNMENT

There being no further business a motion was made by Irene LeFebvre and seconded by Karen Nyquist at 8:26 pm and was carried by a unanimous roll call.

Respectfully Submitted By,



Catarina Bilotta

Business Administrator/Board Secretary

EXHIBITS

A1-A4

A5-A9

B1-B27

B28-B54

C1-C53

D1-D2

E1-E2

F1

AA-NN

ATTACHMENTS

Line Account Transfers – May 2019

Line Account Transfers – June 2019

Board Secretary's & Treasurer's Report-May 31, 2019

Board Secretary's & Treasurer's Report-June 30, 2019

Payment of Bills – June 30, 2019

Lunch Fund – ESC Schools – May & June 2019

Professional Service Providers – 2019-2020

ESY 2019 – Central Park School

Transportation