

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

**MINUTES –BOARD OF DIRECTORS MEETING**  
**FEBRUARY 12, 2020**

**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, Morris Plains, New Jersey on February 12, 2020 at 7:30 pm

**FLAG SALUTE**

The President led the Board of Directors and others attending in the salute to our flag.

**ROLL CALL**

The Business Administrator/Board Secretary called the roll:

**Present:** Irene LeFebvre, Boonton Town  
Richard Bruno, Harding Township  
Amy Gould, Jefferson Township  
Patrick Antonetti, Lincoln Park Borough  
Karen Nyquist, Long Hill Township, Vice President  
Michael Rappaport, Montville Township  
Michael Bertram, Morris Hills Regional, President  
Diane DelRusso, Morris Plains Borough  
Meredith Davidson, Morris School District  
Frank Neglia, Parsippany Troy Hills  
Angelo Vilardi, Superintendent

**Not Present:** Diane Morris, Mine Hill Township  
John Kehmna, Mt. Olive Township  
Anne Witt, Netcong Borough  
Richard Thumann, Pequannock Township  
Lisa Mezik, Rockaway Township

**Also Present:** Catarina Bilotta, Business Administrator/Board Secretary  
Paul Green, Attorney  
Sarah Fischer, Madison Borough  
Jessica DeCicco, Washington Township  
Marci Spadafora, Director of Special Services  
Frank Romano, Director of Transportation  
Denise Moore, Principal, Central Park School  
Sandy Neglia

**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 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.

**PRESIDENT'S APPOINTMENT**

In accordance with Bylaw Article III, Section 10, and Bylaw Article IV, Sections 5 and 6, as President, I appoint Sarah Fischer, Madison Borough and Jessica DeCicco, Washington Township of the Representative Assembly to participate as voting Board members for the remainder of this meeting or Are there any objections? Hearing none, the appointments are approved. Moved by Michael Bertram, President and seconded by Karen Nyquist, Vice President.

**MINUTES**

1. **APPROVAL OF MINUTES OF THE REPRESENTATIVE ASSEMBLY MEETING OF JANUARY 8, 2020**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the Minutes of the Representative Assembly Meeting of January 8, 2020.

Moved by Richard Bruno and seconded by Frank Neglia

The motion was approved as follows: 10 yeas, 0 nays, 2 abstentions (Sarah Fischer and Jessica DeCicco)

2. **APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF JANUARY 8, 2020**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the Minutes of the Board of Directors Meeting of January 8, 2020.

Moved by Richard Bruno and seconded by Frank Neglia

The motion was approved as follows: 10 yeas, 0 nays, 2 abstentions (Sarah Fischer and Jessica DeCicco)

**SUPERINTENDENT'S REPORT**

- Discussed description of a new program called Project Search
- Discussed Contract for the sale of Park Lake School
- Discussed ESC Transportation and its origination. Frank Romano, Director of Transportation, discussed our current program
- Next month we will have a budget presentation for the 2020-2021 school year
- Received operating Contract from the Department of Education for RDS, called Central Park School, for a term of five years
- Discussed a new program for the College of St. Elizabeth Graduate Program Collaboration. We would offer classrooms at Central Park School for evening classes.
- Discussed School Ethics Disclosure filing for all Board members at ESC
- Discussed disposal of busses no longer in service
- Closed will be needed

**PUBLIC**

**COMMISSION**

3. **APPROVAL OF LINE ACCOUNT TRANSFERS FOR THE 2019/2020 BUDGET**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the line account transfers to the 2019/2020 budget as detailed on the attached: **EXHIBIT A**

Moved by Meredith Davidson and seconded by Irene LeFebvre

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 December 31, 2019 showing a cash balance of \$623,431.72 be approved: **EXHIBIT B**

Moved by Meredith Davidson and seconded by Irene LeFebvre  
The motion was approved as follows: 12 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**

January 31, 2020 - \$3,289,915.56

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

6. **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 Meredith Davidson and seconded by Irene LeFebvre  
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

7. **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 Meredith Davidson and seconded by Irene LeFebvre  
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

8. **APPROVAL OF CENTRAL PARK SCHOOL LUNCH FUND**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the following disbursements and cash balance from the Central Park School Lunch Fund: **EXHIBIT F**

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
December 31, 2019	\$2,780.14	\$115.20

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

9. **APPROVE SCHOOL CALENDAR FOR THE 2020-2021 SCHOOL YEAR**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the School Calendar for the 2020-2021 school year as per the attached: **EXHIBIT G**

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

10. **APPROVE STUDENT TEACHER FIELD EXPERIENCE**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the placement of Grace Petinakis, OT student from Seton Hall University, for field experience at the Central Park School, Morristown, NJ for the period February 2020 through April 2020 until she completes the number of hours required by her program.

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

11. **APPROVE STUDENT VISITS AT CENTRAL PARK SCHOOL**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve two groups of students from Morris Knolls High School on Wednesday, February 26, 2020 and Roxbury High School on Friday, March 6, 2020 to visit Central Park School to meet with principal, teachers, therapists and students.

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

**PERSONNEL**

12. **APPROVE ESC STAFF**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the ten-month personnel for the 2019-2020 school year, as recommended by the Superintendent, per the attached: **EXHIBIT H**

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

13. **APPROVE LEAVE OF ABSENCES**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve leave of absences for the following staff member(s):

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Foster, Deborah	NP Nurse	1/06/2020 until further notice
Gonzalez, Fabiola	Personal Aide – CPS	2/01/2020 until further notice

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

14. APPROVE RETURN FROM LEAVE OF ABSENCE

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

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Rufino, Amy	Speech Therapist	10/09/2019 to 02/09/2020

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

15. 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>
Abadie, Mary	NP Nurse	01/03/2020

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

TRANSPORTATION

16. 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 AA

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

17. 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 BB

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

18. 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 CC

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

19. 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 January 31, 2020 to the lowest bidders for transportation of school pupils for the 2019/2020 school year as per the attached:  
EXHIBIT DD – January 31, 2020

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

19a. **DISPOSE OF BUSES NO LONGER IN SERVICE**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to authorize the administration to dispose of the following buses, which are no longer in service:

Bus #	Capacity	Plate #	Vin #	
S0327	54	H822S1	1GDM7T1C52J509422	Aged out
S0502	54	S1N751	1BAKFCKA56F231054	To be sold
S0509	54	S1N758	1BAKFCKA26F231061	To be sold
S0510	54	S1N759	1BAKFCKA46F231062	To be sold
S0514	54	S1P334	1BAKFCKA46F233832	To be sold
V0506	24	H827S1	1FDXE45P65HA94564	To be sold
V0704	24	H838S1	1FDXE45P06HA89118	To be sold
W0406	1 W/C-12	S2S590	1GBJG31F221228314	To be sold
V0502	24	S1N749	1FDXE45P15HB13716	To be sold
S0618	54	S1P823	1BAKFCKA96F231123	To be sold

Moved by Irene LeFebvre and seconded by Frank Neglia

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

**PUBLIC**

**OTHER BUSINESS**

**GENERAL BOARD DISCUSSION** – Discussed changing the April 8<sup>th</sup> Board meeting, which falls on Passover.

19b. **APPROVE CHANGE OF APRIL 2020 BOARD MEETING DATE**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the change of the April 2020 Board meeting date to Wednesday, April 1, 2020. A legal ad will be placed changing the meeting date.

Moved by Karen Nyquist and seconded by Irene LeFebvre

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

20. **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 real estate transaction, 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. Action will be taken when the Board reconvenes the Regular Session.

Moved by Amy Gould and seconded by Irene LeFebvre. The meeting was moved into closed session at 8:30 pm and was carried by a unanimous roll call.

21. **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 Sarah Fischer. The meeting returned to regular session at 8:42 pm and was carried by a unanimous roll call.

22. **APPROVE CONTRACT FOR SALE OF SCHOOL BUILDING**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the contract for the sale of the Park Lake school building to 100 Academy Street, LLC as attached in **EXHIBIT I**

Moved by **Amy Gould** and seconded by **Irene LeFebvre**

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

**ADJOURNMENT**

There being no further business a motion was made by **Amy Gould** 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 – December 2019</b>
<b>B</b>	<b>Board Secretary’s &amp; Treasurer’s Report-December 31, 2019</b>
<b>C</b>	<b>Payment of Bills – January 31, 2020</b>
<b>D</b>	<b>ED Data – Award of Bids</b>
<b>E</b>	<b>Professional Service Providers – 2019-2020</b>
<b>F</b>	<b>Central Park School Lunch Fund – December 2019</b>
<b>G</b>	<b>2020-2021 School Calendar</b>
<b>H</b>	<b>2019-2020 ESC Staff</b>
<b>I</b>	<b>Contract for sale of PLS</b>
<b>AA-DD</b>	<b>Transportation</b>