

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

MINUTES –BOARD OF DIRECTORS MEETING
MARCH 11, 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 March 11, 2020 at 7:45 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 noted the roll from the prior meeting.

Present:

Richard Bruno, Harding Township	Diane DelRusso, Morris Plains Borough
Patrick Antonetti, Lincoln Park Borough	John Kehmna, Mt. Olive Township
Karen Nyquist, Long Hill Township, Vice President	Frank Neglia, Parsippany Troy-Hills
Michael Rappaport, Montville Township	Richard Thumann, Pequannock Twp
Michael Bertram, Morris Hills Regional, President	
Allison Manfred, Randolph Township	

Not Present:

Irene LeFebvre, Boonton Town	Meredith Davidson, Morris School
Amy Gould, Jefferson Township	Anne Witt, Netcong Borough
Diane Morris, Mine Hill Township	Lisa Mezik, Rockaway Township

Also Present: Catarina Bilotta, Business Administrator/Board Secretary
Marci Spadafora, Director of Special Services
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 Allison Manfred, Randolph 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.

Moved by Michael Bertram, President and seconded by Karen Nyquist, Vice President

MINUTES

1. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF FEBRUARY 12, 2020

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Board of Directors Meeting of February 12, 2020.

Moved by Diane DelRusso and seconded by Frank Neglia
The motion was approved as follows: 8 yeas, 0 nays, 2 abstentions (John Kehmna and Richard Thumann)

2. APPROVAL OF CLOSED MINUTES OF THE BOARD OF DIRECTORS MEETING OF FEBRUARY 12, 2020

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Closed Minutes of the Board of Directors Meeting of February 12, 2020.

Moved by Diane DelRusso and seconded by Frank Neglia
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

SUPERINTENDENT'S REPORT

- Discussed concerns of the COVID-19 and conference calls conducted by Morris County OEM
- Discussed hand out given to Board by Mike Berta, Aero Environmental, which is an approved list of cleaning agents.
- Discussed Coordinating Transportation Services Agency meeting
- Discussed process of Project Search
- Discussed Ethics Disclosure Forms
- Closed Session needed for Park Lake School sale and negotiations update
- Next meeting, April 1, 2020

PUBLIC – Sandy Neglia, President of the Association, read a statement regarding the status of negotiations.

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 Karen Nyquist and seconded by Frank Neglia
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 January 31, 2020 showing a cash balance of \$2,048,051.76 be approved: EXHIBIT B

Moved by Karen Nyquist and seconded by Frank Neglia
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**

February 29, 2020 - \$2,976,807.34

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

6. **APPROVE EDUCATIONAL AGREEMENT WITH THE COLLEGE OF SAINT ELIZABETH**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Educational Agreement between the College of Saint Elizabeth and the Educational Services Commission of Morris County for the period February 2020 to January 1, 2025 as per the attached: **EXHIBIT D**

Moved by Karen Nyquist and seconded by Frank Neglia
The motion was approved as follows: 10 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 Karen Nyquist and seconded by Frank Neglia
The motion was approved as follows: 10 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>
January 31, 2020	\$3,896.51	\$581.00

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

9. **APPROVE POLICIES**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the following Policies: Policy 342 and 424 Postnatal Accommodations and Policy 821 Control of Communicable Disease, as per the attached: **EXHIBIT G**

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

- 9a. **APPROVE PREPAREDNESS PLAN**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Preparedness Plan **EXHIBIT I**

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

- 9b. **APPROVE CHANGE TO 2019-2020 SCHOOL CALENDAR**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve adding April 16, 2020 and April 17, 2020 as student instruction days to the 2019-2020 School Calendar.
BE IT FURTHER RESOLVED, if the need arises, June 29, 2020 and June 30, 2020 will also be added to the 2019-2020 School Calendar to meet the 180 days of student instruction.

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

PERSONNEL

10. **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 John Kehmna
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

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

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
den Breejen, Lauren	ICS Aide – IDEA	02/11/2020 to TBD

Moved by Frank Neglia and seconded by John Kehmna
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

12. **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>
Gonzalez, Fabiola	Personal Aide	2/01/2020 to 2/11/2020

Moved by Frank Neglia and seconded by John Kehmna
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

13. **ACCEPT RESIGNATION OF STAFF**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to accept the resignation of the following staff member(s):

<u>Name:</u>	<u>Title:</u>	<u>Resignation Effective:</u>
Gideon, Zachary	Personal Aide – CPS	03/14/2020

Moved by Frank Neglia and seconded by John Kehmna
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

TRANSPORTATION

14. 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 John Kehman and seconded by Frank Neglia
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

15. 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 John Kehman and seconded by Frank Neglia
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

16. 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 John Kehman and seconded by Frank Neglia
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

17. 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 February 26, 2020 to the lowest bidders for transportation of school pupils for the 2019/2020 school year as per the attached: EXHIBIT DD – February 26, 2020

Moved by John Kehman and seconded by Frank Neglia
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

18. APPROVE PUBLIC SCHOOL RENEWAL ROUTE

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve public school renewal of transportation contract for the transportation of school pupils for the 2019/2020 school year as per the attached: EXHIBIT EE

Moved by John Kehman and seconded by Frank Neglia
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

19. APPROVE JOINT TRANSPORTATION AGREEMENTS FOR COORDINATED TRANSPORTATION SERVICES – 2020/2021 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Joint Transportation Agreements for coordinated transportation services for the 2020/2021 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, Burlington Special Services School District, Camden County Educational Services Commission, Cherry Hill Public Schools, Essex Regional Educational Services Commission, Glen Ridge School District, Hunterdon County Educational Services Commission, Livingston Board of Education, Monmouth-Ocean Educational Services Commission, Passaic Valley Regional High School, Pompton Lakes Board of Education, Summit Public Schools, Sussex County Regional Cooperative, Trenton School District, Warren County Special Services and Watchung Hills Regional.

Moved by John Kehman and seconded by Frank Neglia
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

PUBLIC – Discussed the April meeting

OTHER BUSINESS

GENERAL BOARD DISCUSSION

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 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. We will not take action when we return to Regular Session.

Moved by John Kehmna and seconded by Karen Nyquist. The meeting was moved into closed session at 8:35 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 Richard Thumann and seconded by Karen Nyquist. The meeting was returned to regular session at 9:05 pm and was carried by a unanimous roll call.

ADJOURNMENT

There being no further business a motion was made by Karen Nyquist and seconded by Michael Rappaport at 9:05 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 2020
B	Board Secretary’s & Treasurer’s Report-January 31, 2020
C	Payment of Bills – February 29, 2020
D	Agreement with the College of Saint Elizabeth
E	Professional Service Providers – 2019-2020
F	Central Park School Lunch Fund – January 2020
G	Policy Nos. 342, 424 and 821
H	2019-2020 ESC Staff
I	Preparedness Plan
AA-EE	Transportation