

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

MINUTES –EXECUTIVE COMMITTEE MEETING OF THE
BOARD OF DIRECTORS - MARCH 1, 2017

CALL TO ORDER

Vice President, Michael Bertram, called to order the Regular Meeting of the Board of Directors of the Educational Services Commission of Morris County at 8:22 pm on March 1, 2017 at the Commission Office, 520 Speedwell Avenue, Suite 200, 2nd Floor, Morris Plains.

ROLL CALL

The Business Administrator/Board Secretary noted the Roll Call from the Representative Assembly:

Present: Robert Siciliano, Boonton Town
Richard Bruno, Harding Township
Melissa Senatore, Jefferson Township
Lou Nazzaro, Lincoln Park Borough
Karen Nyquist, Long Hill Township
Michael Bertram, Morris Hills Regional
Kenneth Wilbur, Morris Plains
Angelo Vilardi, Superintendent

Not Present: Barry Brantner, Boonton Township
Dover Town
John Morella, Montville Township
Terri Murphy, Morris School District
Anthony Giordano, Mt Olive Township
Perry Kwok, Washington 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 17, 2016 in the Daily Record. Notices were also sent on July 15, 2016 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.

ADJOURNMENT OF MEETING

The Vice President noted that a quorum was not present. The Vice President adjourned the meeting.

CALL TO ORDER

The Vice President called an Executive Committee Meeting to order in accordance with NJSA 18A:6-51. The Board Secretary noted the roll from the Representative Assembly Meeting.

PUBLIC – No Public

SUPERINTENDENT'S REPORT

- Discussed Evaluation of the Superintendent for the April meeting
- Mentioned the passing of a former PLS student

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MINUTES

1. **APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF FEBRUARY 1, 2017**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Board of Directors Meeting of February 1, 2017.

Moved by Kenneth Wilbur and seconded by Lou Nazzaro
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

COMMISSION

2. **APPROVAL OF LINE ACCOUNT TRANSFERS FOR THE 2016/2017 BUDGET**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the line account transfers to the 2016/2017 budget as detailed on the attached: EXHIBIT A

Moved by Kenneth Wilbur and seconded by Lou Nazzaro
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

3. **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, 2017 showing a cash balance of \$890,492.57 be approved: EXHIBIT B

Moved by Kenneth Wilbur and seconded by Lou Nazzaro
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

4. **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, 2017 - \$2,654,940.60

Moved by Kenneth Wilbur and seconded by Lou Nazzaro
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

5. **APPROVE PROFESSIONAL SERVICE PROVIDERS – 2016-2017 SCHOOL YEAR**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Professional Service Providers for the 2016-2017 school year: EXHIBIT D

Moved by Kenneth Wilbur and seconded by Lou Nazzaro
The motion was approved as follows: 7 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 E

Moved by Kenneth Wilbur and seconded by Lou Nazzaro
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

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7. AUTHORIZE THE ADMINISTRATION TO LEASE PURCHASE TRANSPORTATION VEHICLES
BE IT RESOLVED BY THE BOARD OF DIRECTORS to authorize the administration to lease purchase six (6) 54 passenger buses and one (1) 25 passenger bus

Moved by Kenneth Wilbur and seconded by Lou Nazzaro
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

8. APPROVE NON-PUBLIC SECURITY AID
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the utilization of Non-Public Security Aid funds provided by the Department of Education in accordance with P.L. 2016, c.49 on behalf of the following school districts: Town of Boonton, Chatham, Chester Township, Hanover Township, Kinnelon, Madison, Montville, Morris School District, Parsippany-Troy Hills, Randolph and Rockaway Township

Moved by Kenneth Wilbur and seconded by Lou Nazzaro
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

ESC SCHOOLS

9. APPROVAL OF PARK LAKE LUNCH FUND
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the following disbursements and cash balance from the Park Lake Lunch fund: EXHIBIT F1

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
January 31, 2017	\$2,714.05	\$518.80

Moved by Kenneth Wilbur and seconded by Lou Nazzaro
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

10. APPROVAL OF REGIONAL DAY LUNCH FUND
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the following disbursements and cash balance from the Regional Day Lunch fund: EXHIBIT F2

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
January 31, 2017	\$2,877.48	\$193.80

Moved by Kenneth Wilbur and seconded by Lou Nazzaro
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

PERSONNEL

11. APPROVE ESC STAFF – 2016-2017
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve personnel for the school year 2016-2017, as recommended by the Superintendent, per the attached: EXHIBIT G

Moved by Kenneth Wilbur and seconded by Lou Nazzaro
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

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12. APPROVE MEDICAL LEAVE

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve medical leave for the following staff member:

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
McNelis, Robin	Teacher - RDS	02/24/17 to 04/21/17 – with pay
Ramos, Monica	Bus Driver/Coordinator	03/07/16 to unknown – with pay

Moved by Kenneth Wilbur and seconded by Lou Nazzaro

The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

13. APPROVE RETURN FROM MEDICAL LEAVE

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the return from medical leave for the following staff members:

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Careaga, MaryLou	Speech Therapist	02/15/17
Vida, Phyllis	NP Nurse	02/13/17

Moved by Kenneth Wilbur and seconded by Lou Nazzaro

The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

14. 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>
Diane Frost	Teacher, PLS	07/01/17

Moved by Kenneth Wilbur and seconded by Lou Nazzaro

The motion was approved as follows: 7 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>
Randi Geller	Personal Aide – RDS	03/01/17

Moved by Kenneth Wilbur and seconded by Lou Nazzaro

The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

TRANSPORTATION

16. AWARD OF EMERGENCY AND NEGOTIATED TRANSPORTATION CONTRACTS – 2016-2017 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 2016-2017 school year as per the attached: EXHIBIT AA

Moved by Kenneth Wilbur and seconded by Lou Nazzaro

The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

17. APPROVE TRANSPORTATION CONTRACT ADDENDA – 2016-2017 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the transportation contract addenda for changes made to routes for the 2016-2017 school year as per the attached: EXHIBIT BB

Moved by Kenneth Wilbur and seconded by Lou Nazzaro

The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

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18. ACCEPT CANCELLATION OF TRANSPORTATION CONTRACTS – 2016-2017 SCHOOL YEAR
BE IT RESOLVED BY THE BOARD OF DIRECTORS to accept the cancellation of transportation contracts for the 2016-2017 school year as per the attached: EXHIBIT CC

Moved by Kenneth Wilbur and seconded by Lou Nazzaro
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

19. APPROVE JOINT TRANSPORTATION AGREEMENTS FOR COORDINATED TRANSPORTATION SERVICES – 2017/2018 SCHOOL YEAR
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Joint Transportation Agreements for coordinated transportation services for the 2017/2018 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:

Burlington County Special Services School District, Freehold Regional High School District, Glen Ridge School District, Hackensack Public Schools, Livingston Board of Education, Monmouth Ocean ESC, Newark Public Schools, Pompton Lakes Board of Education, South Plainfield Board of Education, Summit Public Schools, Sussex County Regional Cooperative, Warren County Special Services and Watchung Hills Regional.

Moved by Kenneth Wilbur and seconded by Lou Nazzaro
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

PUBLIC – No Public

OTHER BUSINESS – No other business

GENERAL BOARD DISCUSSION

20. CLOSED SESSION – Not Needed

ADJOURNMENT

There being no further business a motion was made by Karen Nyquist and seconded by Kenneth Wilbur to adjourn at 8:40 pm and was carried by a unanimous roll call.

Respectfully Submitted By,



Catarina Bilotta

Business Administrator/Board Secretary

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ATTACHMENTS

EXHIBITS

A	Line Account Transfers – January 2017
B	Board Secretary’s & Treasurer’s Report-January 31, 2017
C	Payment of Bills – February 28, 2017
D	Professional Service Providers – 2016-2017
E	Award of Bids - Educational Data Services
F1	Lunch Fund – Park Lake School – January 2017
F2	Lunch Fund – Regional Day School – January 2017
G	2016-2017 ESC Staff
AA-CC	Transportation