

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

MINUTES –BOARD OF DIRECTORS MEETING
MAY 4, 2016

CALL TO ORDER

President, Perry Kwok, called to order the Regular Meeting of the Board of Directors of the Educational Services Commission of Morris County at 7:35 pm on May 4, 2016 at the Commission Office, 520 Speedwell Avenue, Suite 200, 2nd Floor, Morris Plains.

ROLL CALL

The Business Administrator/Board Secretary noted the roll:

Present: Irene LeFebvre, Boonton Town, arrived at 7:45 pm
Alan Bocchino, Dover Town
Melissa Senatore, Jefferson Township
Lou Nazzaro, Lincoln Park Borough
Karen Nyquist, Long Hill Township
Charlie Grau, Montville Township
Michael Bertram, Morris Hills Regional
Terri Murphy, Morris School District
Perry Kwok, Washington Township
Angelo Vilardi, Superintendent

Not Present: Barry Brantner, Boonton Township
Paul Fechhelm, Mendham Borough
Kenneth Wilbur, Morris Plains
Tom Salerno, Pequannock Township

Also Present: Catarina Bilotta, Business Administrator/Board Secretary
Paul Green, Attorney

NOTICE

I submit that a legal notice of this meeting of the Board of Directors was published on June 28, 2015 in the Daily Record. Notices were also sent on June 26, 2015 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 our gala

SUPERINTENDENT'S REPORT

- Discussed enrollment at both Park Lake School & Regional Day School, also discussed renewal of a five year contract for the Regional Day School
- Discussed staff recommendations for 2016-2017
- Determined last day of school for 2015-2016 will be June 17, 2016
- Discussed new positions for expansion of programs
- Discussed reconsideration of Rates for Services
- Discussed our Reorganization Meeting in June
- Closed Session needed to discuss personnel issue
- Discussed Superintendent Goals for 2016-2017
- Discussed a policy revision

Minutes- Board of Directors Meeting, May 4, 2016

1. APPOINT NEW BOARD MEMBER – President Kwok requested that the motion be removed from the agenda

MINUTES

2. APPROVAL OF MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS MEETING OF APRIL 6, 2016
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Regular Meeting of the Board of Directors Meeting of April 6, 2016.

Moved by Terri Murphy and seconded by Michael Bertram
The motion was approved as follows: 7 yeas, 0 nays, 2 abstentions (Melissa Senatore & Charlie Grau)

3. APPROVAL OF CLOSED MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS MEETING OF APRIL 6, 2016
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Closed Minutes of the Regular Meeting of the Board of Directors Meeting of April 6, 2016.

Moved by Terri Murphy and seconded by Michael Bertram
The motion was approved as follows: 7 yeas, 0 nays, 2 abstentions (Melissa Senatore & Charlie Grau)

COMMISSION

4. APPROVAL OF LINE ACCOUNT TRANSFERS FOR THE 2015/2016 BUDGET
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the line account transfers to the 2015/2016 budget as detailed on the attached: EXHIBIT A

Moved by Michael Bertram and seconded by Karen Nyquist
The motion was approved as follows: 9 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 March 31, 2016 showing a cash balance of \$2,269,291.93 be approved: EXHIBIT B

Moved by Michael Bertram and seconded by Karen Nyquist
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

6. 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, 2016 - \$2,994,658.38

Moved by Michael Bertram and seconded by Karen Nyquist
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

7. **APPROVE PROFESSIONAL SERVICE PROVIDERS – 2015-2016 SCHOOL YEAR**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Professional Service Providers for the 2015-2016 school year: **EXHIBIT D**

Moved by Michael Bertram and seconded by Karen Nyquist
 The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

8. **APPROVE ESC MEMBERSHIP**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the membership of Wayne Township School District, Wayne, NJ (Passaic County) to the Educational Services Commission of Morris County effective July 1, 2016.

Moved by Michael Bertram and seconded by Karen Nyquist
 The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

9. **APPROVE REVISION TO POLICY 324**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the revision to Policy 324: **EXHIBIT E**

Moved by Michael Bertram and seconded by Karen Nyquist
 The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

ESC SCHOOLS

10. **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>
March 31, 2016	\$3,811.99	\$518.80

Moved by Melissa Senatore and seconded by Lou Nazzaro
 The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

11. **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>
March 31, 2016	\$2,296.48	\$157.95

Moved by Melissa Senatore and seconded by Lou Nazzaro
 The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

12. **APPROVE SCHOOL CALENDAR FOR THE 2016-2017 SCHOOL YEAR**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the School Calendar for the 2016-2017 school year as per the attached: **EXHIBIT G**

Moved by Melissa Senatore and seconded by Lou Nazzaro
 The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

13. APPROVE EMERGENCY REPAIRS

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve Stevens Environmental Services, Inc. (asbestos abatement) in the amount of \$9,450.00 and Hobbie Heat & Power Inc. in the amount of \$43,707.00 to perform emergency repairs on the boiler at Park Lake School.

Moved by Melissa Senatore and seconded by Lou Nazzaro
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

PERSONNEL

14. APPROVE ESC STAFF – 2015-2016

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve personnel for the school year 2015-2016, as recommended by the Superintendent, per the attached: EXHIBIT H

Moved by Charlie Grau and seconded by Michael Bertram
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

15. 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 I

Moved by Charlie Grau and seconded by Michael Bertram
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

16. NON-RENEWAL OF STAFF

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the non-renewal of staff members not listed in Resolution 15, whose names are on file in the office of the Superintendent.

Moved by Charlie Grau and seconded by Michael Bertram
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

17. 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 15, whose names are on file in the office of the Superintendent.

Moved by Charlie Grau and seconded by Michael Bertram
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

18. APPROVE MEDICAL LEAVE

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the medical leave for the following staff members, return date not specified at this time:

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Vida, Phyllis	Non Public Nurse	05/11/16 without pay

Moved by Charlie Grau and seconded by Michael Bertram
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

19. **APPROVE RETURN FROM MEDICAL LEAVE**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the return from medical leave for the following staff member:

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Bliss, Pauline	Non Public Nurse	04/21/16

Moved by Charlie Grau and seconded by Michael Bertram
 The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

20. **ACCEPT RETIREMENT OF STAFF**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to accept the retirement of the following staff, with gratitude, for their services rendered:

<u>Name</u>	<u>Title</u>	<u>Retirement Effective</u>
Rodeiro, Annette	BSI/Supplemental Teacher	06/30/16

Moved by Charlie Grau and seconded by Michael Bertram
 The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

21. **APPROVE RESIGNATION OF STAFF**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the resignation of the following staff, as recommended by the Superintendent:

<u>Name</u>	<u>Title</u>	<u>Resignation Effective</u>
Donargo, Helene	NP Nurse	06/30/16
Mahazam, Shelby	NP Nurse	05/25/16
O'Mullan, Amy	NP Nurse	06/30/16

Moved by Charlie Grau and seconded by Michael Bertram
 The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

22. **APPROVE TERMINATION OF PROBATIONARY EMPLOYEE**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the termination of the probationary employee #001860 effective May 16, 2016, as recommended by the Superintendent.

Moved by Charlie Grau and seconded by Michael Bertram
 The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

23. **APPROVE THE 2016-2017 ESY PROGRAM RATES OF PAY**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Rates of Pay for the 2016-2017 Extended School Year Program as follows:

<u>TITLE:</u>	<u>RATE OF PAY – 2016-2017</u>
Occupational Therapist	\$57.50 an hour
Physical Therapist	\$57.50 an hour
Speech & Language Therapist	\$47.50 an hour
Teacher of the Handicapped	\$39.50 an hour
Nurse	\$40.00 an hour
Personal Aide	\$17.00 an hour

Moved by Charlie Grau and seconded by Michael Bertram
 The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

TRANSPORTATION

24. **APPROVE JOINT TRANSPORTATION AGREEMENTS FOR COORDINATED TRANSPORTATION SERVICES – 2015-2016 & 2016-2017 SCHOOL YEARS**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Joint Transportation Agreement for coordinated transportation services for the 2015-2016 & 2016-2017 school years for the following districts:

- Verona Public Schools

Moved by Alan Bocchino and seconded by Karen Nyquist
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

25. **AWARD OF EMERGENCY AND NEGOTIATED TRANSPORTATION CONTRACTS – 2015/2016 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 2015/2016 school year as per the attached: EXHIBIT AA

Moved by Alan Bocchino and seconded by Karen Nyquist
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

26. **APPROVE TRANSPORTATION CONTRACT ADDENDA – 2015/2016 SCHOOL YEAR**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the transportation contract addenda for changes made to routes for the 2015/2016 school year as per the attached: EXHIBIT BB

Moved by Alan Bocchino and seconded by Karen Nyquist
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

27. **ACCEPT CANCELLATION OF TRANSPORTATION CONTRACTS – 2015/2016 SCHOOL YEAR**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to accept the cancellation of transportation contracts for the 2015/2016 school year as per the attached: EXHIBIT CC

Moved by Alan Bocchino and seconded by Karen Nyquist
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

PUBLIC

OTHER BUSINESS – Terri Murphy discussed possible options for Regional Day School
GENERAL BOARD DISCUSSION

28. **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 personnel litigation, 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 Irene LeFebvre and seconded by Terri Murphy. The meeting was moved into closed session at 8:16 pm and was carried by a unanimous roll call.

29. **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 Terri Murphy. The meeting was returned to regular session at 8:30 pm and was carried by a unanimous roll call (Charlie Grau left at 8:30 pm)

30. **APPROVE SUSPENSION OF EMPLOYEE**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to suspend Employee #001318 without pay effective immediately.

Moved by Lou Nazzaro and seconded by Michael Bertram
The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

ADJOURNMENT

There being no further business a motion was made by Lou Nazzaro and seconded by Irene LeFebvre to adjourn at 8:31 pm and was carried by a unanimous roll call.

Respectfully Submitted By,


Catarina Bilotta
Business Administrator/Board Secretary

ATTACHMENTS

EXHIBITS

A	Line Account Transfers – March 2016
B	Board Secretary’s & Treasurer’s Report-March 31, 2016
C	Payment of Bills – April 30, 2016
D	2015-2016 Professional Service Providers
E	Revision Policy 324
F1	Lunch Fund – Park Lake School – March 2016
F2	Lunch Fund – Regional Day School – March 2016
G	2016-2017 School Calendar
H	2015-2016 ESC Staff
I	2016-2017 ESC Staff
AA-CC	Transportation