

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

MINUTES –BOARD OF DIRECTORS MEETING
AUGUST 7, 2013

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 the Commission Office, 520 Speedwell Avenue, Suite 200, 2nd Floor, Morris Plains on Wednesday, August 1, 2013 at 7:30 pm.

FLAG SALUTE

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

ROLL CALL

The Business Administrator/Board Secretary called the roll:

Present: Barry Brantner, Boonton Township
Lou Nazzaro, Lincoln Park Borough
Karen Nyquist, Long Hill Township
Michael Bertram, Morris Hills Regional
Terri Murphy, Morris School District
Tom Salerno, Pequannock Township
Perry Kwok, Washington Township
Marcia Asdal, West Morris Regional
Angelo Vilardi, Superintendent

Not Present: Irene LeFebvre, Boonton Town
Tracy Luciani, Butler Borough
Harding Township
Mine Hill Township
John Morella, Montville Township
Alan Albin, Morris Plains
Daniel Amianda, Mount Olive Township

Also Present: Catarina Bilotta, Business Administrator/Board Secretary
Alberta Alleva, Pequannock Township

NOTICE

I submit that a legal notice of this meeting of the Board of Directors was published on June 23, 2013 in the Daily Record. Notices were also sent on June 18, 2013 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

SUPERINTENDENT'S REPORT

- **EVVRS AND HIB REPORTS** – No incidents and all reports were submitted to the state
- **Summer school ends September 9th** for both Regional Day and Park Lake Schools
- **Enrollment for Regional Day and Park Lake Schools** have been level for the past year
- **Discussed the Link It Consortium**
- **Discussed and presented a proposal for Integrated Therapies Group at Park Lake School**

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- Discussed Agreement with Association (MCESCEA)
- Discussed a proposal by Webmasters
- Next month we will begin our presentation to the Board by the department heads
- ESC Goals will be prepared for discussion at our next meeting

MINUTES

1. APPROVAL OF MINUTES OF THE REPRESENTATIVE ASSEMBLY MEETING OF THE BOARD OF DIRECTORS OF JUNE 5, 2013

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Representative Assembly Meeting of the Board of Directors Meeting of June 5, 2013.

Moved by Lou Nazzaro and seconded by Michael Bertram

The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

2. APPROVAL OF MINUTES OF THE ORGANIZATION AND BOARD OF DIRECTORS MEETING OF JUNE 5, 2013

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Organization and Board of Directors Meeting of June 5, 2013.

Moved by Lou Nazzaro and seconded by Michael Bertram

The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

3. APPROVAL OF CLOSED MINUTES OF THE BOARD OF DIRECTORS MEETING OF JUNE 5, 2013

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Closed Minutes of the Board of Directors Meeting of June 5, 2013.

Moved by Lou Nazzaro and seconded by Michael Bertram

The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

COMMISSION

4. APPROVAL OF LINE ACCOUNT TRANSFERS FOR THE 2012/2013 BUDGET

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the line account transfers to the 2012/2013 budget as detailed on the attached: EXHIBIT A

Moved by Marcia Asdal and seconded by Barry Brantner

The motion was approved as follows: 8 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, 2013 showing a cash balance of \$1,068,646.93 be approved. EXHIBIT B

Moved by Marcia Asdal and seconded by Barry Brantner

The motion was approved as follows: 8 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	June 27, 2013	\$2,466,981.55
	June 30, 2013	\$1,675,905.84
	July 31, 2013	\$ 696,175.70

Moved by Marcia Asdal and seconded by Barry Brantner
The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

7. **APPROVE PROFESSIONAL SERVICE PROVIDERS – 2013-2014 SCHOOL YEAR**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Professional Service Providers for the 2013-2014 school year, as per the exhibit.
EXHIBIT D

Moved by Marcia Asdal and seconded by Barry Brantner
The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

8. **APPROVE APPOINTMENT OF PROFESSIONAL SERVICE PROVIDER FOR MINE HILL SCHOOL DISTRICT**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the appointment of MJDonow Associates, LLC, Business Office, Mine Hill Board of Education for the period June 10, 2013 to July 18, 2013 at a rate of \$85.00 an hour, as recommended by the Superintendent.

Moved by Marcia Asdal and seconded by Barry Brantner
The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

9. **RESCIND MOTION**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to rescind Motion #6 from the minutes of March 7, 2012 regarding a refund to the Mine Hill Township Board of Education, as recommended by the Superintendent, since the issue has been resolved.

Moved by Marcia Asdal and seconded by Barry Brantner
The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

10. **APPROVAL OF AWARD OF BIDS**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the following action as recommended by Educational Data Services:

- a. Withdrawal of Proacademy with the replacement vendor, W.B. Mason Co., Inc. for Bid #'s 5156 & 5157 price remains until March 31, 2014.
- b. Award the Custodial Janitorial Equipment Inspection & Repair-Package #50, Bid #5606, as per the exhibit.

EXHIBIT E

Moved by Marcia Asdal and seconded by Barry Brantner
The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

ESC SCHOOLS

11. APPROVAL OF DISBURSEMENT FROM PARK LAKE LUNCH FUND

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the following disbursements from the Park Lake Lunch fund:

EXHIBIT F

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
May 31, 2013	\$3,031.46	\$557.50
June 30, 2013	\$5,001.22	\$ 0.00

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

12. APPROVAL OF DISBURSEMENT FROM REGIONAL DAY LUNCH FUND

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the following disbursements from the Regional Day Lunch fund:

EXHIBIT F

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
May 31, 2013	\$2,078.20	\$324.75
June 30, 2013	\$4,036.86	\$ 0.00

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

13. APPROVE CONTRACT WITH LOVING CARE AGENCY, INC.

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the contract with Loving Care Agency, Inc. for nursing services during the 2013-2014 school year for Regional Day School and Park Lake School payable at a rate of \$60.00/hour for Registered Nurse (RN) services and \$50.00/hour for Licensed Practical Nurse (LPN) services.

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

14. APPROVE CONTRACT WITH BAYADA NURSES

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the contract with Bayada Nurses for nursing services during the 2013-2014 school year for Regional Day School and Park Lake School payable at a rate of \$56.00/hour for Registered Nurse (RN) services and \$46.00/hour for Licensed Practical Nurse (LPN) services.

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

15. APPROVE ENHANCEMENT ACTIVITIES

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the following providers of enhancement activities at the Park Lake School and Regional Day School, as listed below, for the 2013-2014 school year:

A. Wood'N Drums – Drum Sessions	\$75.00 Per hour
B. Dragon Kim's Karate – Karate Sessions	\$75.00 Per hour
C. Darren Verpeut – Music Sessions	\$75.00 Per hour
D. Barr Education & Resources – Sign Language	\$50.00 Per hour

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

20. **APPROVE HIB COORDNATOR, HIB SPECIALIST AND EEOC OFFICER**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the following mandatory positions for the school year 2013-2014, as recommended by the Superintendent:

Name	Position	Amount	Effective
Elizabeth Pentz	Affirmative Action Officer	N/A	09/01/13
Elizabeth Pentz	HIB Coordinator	N/A	09/01/13
Elizabeth Pentz	HIB Specialist	N/A	09/01/13

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

TRANSPORTATION

21. **APPROVE JOINT TRANSPORTATION AGREEMENTS FOR COORDINATED TRANSPORTATION SERVICES – 2012/2013 SCHOOL YEAR**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Joint Transportation Agreement for coordinated transportation services for the 2012/2013 school year for the following districts:

- Hamburg School District (Sussex County)

Moved by Tom Salerno and seconded by Barry Brantner
The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

22. **AWARD OF EMERGENCY AND NEGOTIATED TRANSPORTATION CONTRACTS – 2012/2013 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 2012/2013 school year as per the attached:
EXHIBIT AA

Moved by Tom Salerno and seconded by Barry Brantner
The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

23. **APPROVE TRANSPORTATION CONTRACT ADDENDA – 2012/2013 SCHOOL YEAR**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the transportation contract addenda for changes made to routes for the 2012/2013 school year as per the attached:
EXHIBIT BB

Moved by Tom Salerno and seconded by Barry Brantner
The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

24. **ACCEPT CANCELLATION OF TRANSPORTATION CONTRACTS – 2012/2013 SCHOOL YEAR**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to accept the cancellation of transportation contracts for the 2012/2013 school year as per the attached:
EXHIBIT CC

Moved by Tom Salerno and seconded by Barry Brantner
The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

25. **APPROVE RENEWAL OF TRANSPORTATION CONTRACTS – 2012/2013 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 2012/2013 school year as per the attached:

EXHIBIT DD – Special Education Transportation

Moved by **Tom Salerno** and seconded by **Barry Brantner**

The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

26. **APPROVE JOINT TRANSPORTATION AGREEMENTS FOR COORDINATED TRANSPORTATION SERVICES – 2013/2014 SCHOOL YEAR**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Joint Transportation Agreement for coordinated transportation services for the 2013/2014 school year for the following districts:

- Egg Harbor Township (Atlantic County)
- Greater Egg Harbor Regional High School District (Atlantic County)
- Newark (Essex County)

Moved by **Tom Salerno** and seconded by **Barry Brantner**

The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

27. **AWARD OF EMERGENCY AND NEGOTIATED TRANSPORTATION CONTRACTS – 2013/2014 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 2013/2014 school year as per the attached:

EXHIBIT EE

Moved by **Tom Salerno** and seconded by **Barry Brantner**

The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

28. **APPROVE TRANSPORTATION CONTRACT ADDENDA – 2013/2014 SCHOOL YEAR**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the transportation contract addenda for changes made to routes for the 2013/2014 school year as per the attached:

EXHIBIT FF

Moved by **Tom Salerno** and seconded by **Barry Brantner**

The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

29. **ACCEPT CANCELLATION OF TRANSPORTATION CONTRACTS – 2013/2014 SCHOOL YEAR**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to accept the cancellation of transportation contracts for the 2013/2014 school year as per the attached:

EXHIBIT GG

Moved by **Tom Salerno** and seconded by **Barry Brantner**

The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

30. **AWARD OF SUMMER TRANSPORTATION CONTRACTS – 2013/2014 SCHOOL YEAR**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to award the summer transportation contracts based on the bid results of June 25, 2013, to the lowest bidders for transportation of school pupils for the 2013/2014 school year as per the attached:
EXHIBIT HH – June 25, 2013

Moved by Tom Salerno and seconded by Barry Brantner
The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

31. **AWARD OF TRANSPORTATION CONTRACTS – 2013-2014 SCHOOL YEAR**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to award the transportation contracts based on the bid results of February 26, 2013 and July 23, 2013 to the lowest bidders for transportation of school pupils for the 2013/2014 school year as per the attached:
EXHIBIT II – February 26, 2013
EXHIBIT JJ – July 23, 2013

Moved by Tom Salerno and seconded by Barry Brantner
The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

32. **APPROVE RENEWAL OF TRANSPORTATION CONTRACTS – 2013/2014 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 2013/2014 school year as per the attached:
EXHIBIT KK – Summer School Transportation
EXHIBIT LL – Non Public School Transportation
EXHIBIT MM – Public School Transportation

Moved by Tom Salerno and seconded by Barry Brantner
The motion was approved as follows: 8 yeas, 0 nays, 0 abstentions

PUBLIC – No Public

OTHER BUSINESS – Committees:

Finance	– Barry Brantner
Education	– Irene LeFebvre
Facility	– Michael Bertram
Personnel	– Daniel Amianda
Policy	– Terri Murphy

GENERAL BOARD DISCUSSION

33. **CLOSED SESSION** – Not Needed

ADJOURNMENT

There being no further business a motion was made by Michael Bertram and seconded by Barry Brantner to adjourn the meeting at 8:40 pm and was carried by a unanimous roll call.

Respectfully Submitted By,

Catarina Bilotta
Business Administrator/Board Secretary

