

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

MINUTES –BOARD OF DIRECTORS MEETING
JANUARY 11, 2017

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 will be called to order at 7:30 pm on January 11, 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
Barry Brantner, Boonton Township
Melissa Senatore, Jefferson Township
Lou Nazzaro, Lincoln Park Borough
Karen Nyquist, Long Hill Township
John Morella, Montville Township
Michael Bertram, Morris Hills Regional
Kenneth Wilbur, Morris Plains
Terri Murphy, Morris School District
Perry Kwok, Washington Township
Angelo Vilardi, Superintendent

Not Present: Dover Town
Anthony Giordano, Mt. Olive 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.

PUBLIC – No Public

MINUTES

1. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF
DECEMBER 7, 2016

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Board of Directors Meeting of December 7, 2016.

Moved by Lou Nazzaro and seconded by John Morella
The motion was approved as follows: 8 yeas, 0 nays, 2 abstentions (Michael Bertram and Melissa Senatore)

2. APPROVAL OF CLOSED MINUTES OF THE BOARD OF DIRECTORS MEETING OF DECEMBER 7, 2016
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Closed Minutes of the Board of Directors Meeting of December 7, 2016.

Moved by Lou Nazzaro and seconded by John Morella
The motion was approved as follows: 8 yeas, 0 nays, 2 abstentions (Michael Bertram and Melissa Senatore)

COMMISSION

3. 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 Melissa Senatore and seconded by Michael Bertram
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 November 30, 2016 showing a cash balance of \$273,402.63 be approved: EXHIBIT B

Moved by Melissa Senatore and seconded by Michael Bertram
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

December 31, 2016 - \$2,924,400.77

Moved by Melissa Senatore and seconded by Michael Bertram
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

6. APPROVAL OF CAFR
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the 2016 Comprehensive Annual Financial Report with no recommendations: EXHIBIT D

Moved by Melissa Senatore and seconded by Michael Bertram
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

7. **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 E**

Moved by Melissa Senatore and seconded by Michael Bertram
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

8. **APPROVE AWARD OF EDUCATIONAL DATA BIDS**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the re-award of a bid as determined in consultation with Educational Data Services and listed on the attached: **EXHIBIT F**

Moved by Melissa Senatore and seconded by Michael Bertram
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

9. **APPROVE MCIA RESOLUTION**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the attached MCIA resolution to participate in funding for the newly acquired school buses (4), as previously approved, in conjunction with TD Bank Equipment. **EXHIBIT G**

Moved by Melissa Senatore and seconded by Michael Bertram
The motion was approved as follows: 10 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 H1**

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
November 30, 2016	\$3,129.23	\$391.50

Moved by Barry Brantner and seconded by Michael Bertram
The motion was approved as follows: 10 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 H2**

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
November 30, 2016	\$2,091.92	\$137.40

Moved by Barry Brantner and seconded by Michael Bertram
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

PERSONNEL

12. 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 Kenneth Wilbur and seconded by John Morella
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

13. APPROVE MEDICAL LEAVE

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

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Caffrey, Christopher	Teacher-Art	01/01/17 to TBD – without pay
Schamach, Allyson	Speech-PLS	12/05/16 to 03/31/17 – without pay
Williams, Jean	School Bus Driver	12/22/16 to 01/09/17 – with pay
		01/10/17 to TBD – without pay

Moved by Kenneth Wilbur and seconded by John Morella
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

14. 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>
Jacqueline Mondero	Personal Aide – RDS	01/01/17

Moved by Kenneth Wilbur and seconded by John Morella
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

TRANSPORTATION

15. APPROVE JOINT TRANSPORTATION AGREEMENTS FOR COORDINATED TRANSPORTATION SERVICES – 2016-2017 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Joint Transportation Agreement for coordinated transportation services for the 2016-2017 school year for the following districts:

- Hackensack Public Schools

Moved by Terri Murphy and seconded by Lou Nazzaro
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

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 Terri Murphy and seconded by Lou Nazzaro
The motion was approved as follows: 10 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 Terri Murphy and seconded by Lou Nazzaro
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

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 Terri Murphy and seconded by Lou Nazzaro
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

19. **APPROVE RENEWAL OF TRANSPORTATION CONTRACT – 2016/2017 SCHOOL YEAR**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the renewal of transportation contract for the transportation of school pupils for the 2016/2017 school year as per the attached:
EXHIBIT DD – Special Education

Moved by Terri Murphy and seconded by Lou Nazzaro
The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

PUBLIC – No Public

OTHER BUSINESS - None

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 personnel, 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 John Morella and seconded by Lou Nazzaro. The meeting was moved into closed session at 8:03 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 Kenneth Wilbur and seconded by John Morella. The meeting was returned to regular session at 8:12 pm and was carried by a unanimous roll call.

ADJOURNMENT

There being no further business a motion was made by Lou Nazzaro and seconded by John Morella to adjourn at 8:12 pm and was carried by a unanimous roll call.

Respectfully Submitted By,



Catarina Bilotta
Business Administrator/Board Secretary

ATTACHMENTS

EXHIBITS

- | | |
|--------------|---|
| A | Line Account Transfers - November 2016 |
| B | Board Secretary's & Treasurer's Report-November 30, 2016 |
| C | Payment of Bills – December 31, 2016 |
| D | CAFR – 2015-2016 School Year |
| E | Professional Service Providers – 2016-2017 |
| F | Award of Bids - Educational Data Services |
| G | MCIA Resolution |
| H1 | Lunch Fund – Park Lake School – November 2016 |
| H2 | Lunch Fund – Regional Day School – November 2016 |
| I | 2016-2017 ESC Staff |
| AA-DD | Transportation |