

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

MINUTES –BOARD OF DIRECTORS MEETING
April 2, 2014

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, April 2, 2014 at 7:45 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: Irene LeFebvre, Boonton Town
Barry Brantner, Boonton Township
Dev Modi, Harding Township
Denise McCarthy, Lincoln Park Borough
Michael Bertram, Morris Hills Regional
Alan Albin, Morris Plains
Terri Murphy, Morris School District
Tom Salerno, Pequannock Township
Marcia Asdal, West Morris Regional, left 8:37 pm
Perry Kwok, Washington Township
Angelo Vilardi, Superintendent

Not Present: Tracy Luciani, Butler Borough
John Morella, Montville Township
Anthony Giordano, Mt. Olive Township
Karen Nyquist, Long Hill Township
Mine Hill Township

Also Present: Alan Bocchino, Dover Town
Paul Fehhelm, Mendham Borough
Catarina Bilotta, Business Administrator/Board Secretary

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 – No Public

SUPERINTENDENT’S REPORT

- Superintendent handed out invitations for the Park Lake School PTA fundraiser
- Discussed Bid Purchasing Cooperative

Agenda- Board of Directors Meeting, April 2, 2014

- Discussed Annual Reviews & Promotional Activities at Park Lake School and Regional Day School for 2014-2015
- Discussed Park Lake School and our new Experienced Based Learning Program
- Discussed Teacher Evaluation Program
- Discussed new Executive Summary Report
- Discussed Read-Across-America celebrated at Regional Day School. The Cat in the Hat was read by the Mayor, Mr. Frank J. Druetler
- We will need a closed meeting for the Superintendent Evaluation

PRESIDENT'S APPOINTMENT

In accordance with Bylaw Article III, Section 10, and Bylaw Article IV, Sections 5 and 6, as President, I appoint Alan Bocchino, Dover Town and Paul Fechhelm, Mendham Borough of the Representative Assembly to participate as voting Board members for the remainder of this meeting. Moved by the President, Perry Kwok and Seconded by Terri Murphy, all were in favor.

MINUTES

1. APPROVAL OF MINUTES OF THE REPRESENTATIVE ASSEMBLY MEETING OF MARCH 5, 2014

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Representative Assembly Meeting of March 5, 2014.

Moved by Dev Modi and seconded by Terri Murphy

The motion was approved as follows: 10 yeas, 0 nays, 2 abstentions (Alan Bocchino and Paul Fechhelm)

2. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF MARCH 5, 2014

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Board of Directors Meeting of March 5, 2014.

Moved by Dev Modi and seconded by Terri Murphy

The motion was approved as follows: 10 yeas, 0 nays, 2 abstentions (Alan Bocchino and Paul Fechhelm)

COMMISSION

3. APPROVAL OF LINE ACCOUNT TRANSFERS FOR THE 2013-2014 BUDGET

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the line account transfers to the 2013/2014 budget as detailed on the attached: EXHIBIT A

Moved by Tom Salerno and seconded by Terri Murphy

The motion was approved as follows: 12 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

Agenda- Board of Directors Meeting, April 2, 2014

Reports for the month ending February 28, 2014 showing a cash balance of \$946,317.75 be approved: EXHIBIT B

Moved by Tom Salerno and seconded by Terri Murphy
The motion was approved as follows: 12 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
- | | |
|----------------|----------------|
| March 31, 2014 | \$2,587,696.93 |
|----------------|----------------|

Moved by Tom Salerno and seconded by Terri Murphy
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

6. APPROVAL OF AWARD AND RENEWAL OF BIDS
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the award of Time and Material bids for Classroom Furniture and Equipment, Computer/Security Equipment, Interactive Whiteboards and Related Products, Retrofit Covers (For Interactive Whiteboards), received on January 8, 2014, as well as bids for Various Types of Services and Equipment received on February 21, 2014;
And to approve the renewal of Outdoor Track-Tennis Court Inspection, Service and Repair, bid date May 29, 2013, awarded vendor, American Tennis Courts, Inc. with prices remaining in effect until March 31, 2015, as per the attached and determined in consultation with Educational Data Services: EXHIBIT D

Moved by Tom Salerno and seconded by Terri Murphy
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

ESC SCHOOLS

7. 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 E

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
February 28, 2014	\$3,779.06	\$467.10

Moved by Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

8. 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 E

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
February 28, 2014	\$2,551.04	\$224.40

Moved by Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

9. **APPROVE AGREEMENT WITH PEDIATRIC THERAPY & YOGA OF MORRIS, LLC**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Agreement between the Educational Services Commission of Morris County and Pediatric Therapy & Yoga of Morris, LLC for Physical Therapy Services at Regional Day School, payable at a rate of \$90.00 an hour for 3 days a week starting March 11, 2014 through the end of the school year.

Moved by Irene LeFebvre and seconded by Michael Bertram

The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

10. **APPROVE SCHOOL CALENDAR FOR THE 2014-2015 SCHOOL YEAR**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the School Calendar for the 2014-2015 school year as per the attached: EXHIBIT F

Moved by Irene LeFebvre and seconded by Michael Bertram

The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

PERSONNEL

11. **APPROVE ESC STAFF**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve personnel for the school year 2013-2014, as recommended by the Superintendent, per the attached: EXHIBIT G

Moved by Terri Murphy and seconded by Barry Brantner

The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

12. **APPROVE FAMILY MEDICAL LEAVE RETURN TO WORK**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Family Medical Leave (FMLA) return to work, as recommended by the Superintendent, for the following employee:

<u>Name</u>	<u>Title</u>	<u>Effective</u>
Sharon McHugh	Personal Aide, RDS	March 10, 2014

Moved by Terri Murphy and seconded by Barry Brantner

The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

13. **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>
Jean Williams	NP Nurse	06/30/14

Moved by Terri Murphy and seconded by Barry Brantner

The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

TRANSPORTATION

14. 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:

- Clifton School District (Passaic County)
- Hammonton Town (Atlantic County)

Moved by Denise McCarthy and seconded by Michael Bertram

The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

15. 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 AA

Moved by Denise McCarthy and seconded by Michael Bertram

The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

16. 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 BB

Moved by Denise McCarthy and seconded by Michael Bertram

The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

17. 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 CC

Moved by Denise McCarthy and seconded by Michael Bertram

The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

PUBLIC – No Public

OTHER BUSINESS – No Other Business

GENERAL BOARD DISCUSSION

18. CLOSED SESSION-IF NECESSARY

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 Superintendent's Evaluation, 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 Tom Salerno and seconded by Dev Modi. The meeting was moved into closed session at 8:10 pm and was carried by a unanimous roll call.

Agenda- Board of Directors Meeting, April 2, 2014

19. **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 Denise McCarthy and seconded by Irene LeFebvre. The meeting was returned to regular session at 8:38 pm and was carried by a unanimous roll call.

20. **APPROVE SUPERINTENDENT’S EVALUATION FOR 2013/2014 SCHOOL YEAR AND SALARY FOR 2014/2015**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Superintendent’s Evaluation and salary of \$186,124 for the 2014-2015 school year.

Moved by Michael Bertram and seconded by Tom Salerno
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

21. **APPROVE SUPERINTENDENT’S MERIT PAY AND VACATION DAYS REIMBURSEMENT**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Superintendent’s merit pay of \$2,500.00 and reimbursement of five (5) unused vacation days for FY 2013-2014.

Moved by Michael Bertram and seconded by Tom Salerno
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

ADJOURNMENT

There being no further business a motion was made by Barry Brantner and seconded by Irene LeFebvre to adjourn the meeting at 8:47 pm and was carried by a unanimous roll call.

Respectfully Submitted By,

Catarina Bilotta
Business Administrator/Board Secretary

ATTACHMENTS

EXHIBITS

- | | |
|-------|----------------------------------------------------------|
| A | Line Account Transfers – February 2014 |
| B | Board Secretary’s & Treasurer’s Report-February 28, 2014 |
| C | Payment of Bills – March 31, 2014 |
| D | Award & Renewal of Bids – Educational Data Services |
| E | Lunch Fund – Park Lake School – February 2014 |
| E | Lunch Fund – Regional Day School – February 2014 |
| F | 2014-2015 School Calendar |
| G | 2013-2014 Staff |
| AA-CC | Transportation |