

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

MINUTES –BOARD OF DIRECTORS MEETING
OCTOBER 1, 2014

CALL TO ORDER

Vice President, Karen Nyquist 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, October 1, 2014 at 7:30 pm.

FLAG SALUTE

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

ROLL CALL

The Business Administrator/Board Secretary called the roll:

Present: Alan Bocchino, Dover Town
Dev Modi, Harding Township
Karen Nyquist, Long Hill Township
John Morella, Montville Township
Michael Bertram, Morris Hills Regional
Alan Albin, Morris Plains, arrived at 7:40 pm
Terri Murphy, Morris School District
Anthony Giordano, Mt. Olive Township
Tom Salerno, Pequannock Township
Angelo Vilardi, Superintendent

Not Present: Irene LeFebvre, Boonton Town
Barry Brantner, Boonton Township
Denise McCarthy, Lincoln Park Borough
Paul Fechhelm, Mendham Borough
Marcia Asdal, West Morris Regional
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 1, 2014 in the Daily Record. Notices were also sent on June 25, 2014 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 presented an overview on all non-public/public services that we offer
- Discussed Executive Committee action ratification needed from the September meeting
- Back to School Night went very well at both Park Lake School and Regional Day School
- Discussed completion of renovations and repairs at Park Lake School
- Discussed enrollment at both Park Lake School and Regional Day School
- Discussed new Woodcock-Johnson 4th Edition Test Training

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- Discussed modification of the outsourcing of custodial services
- Discussed order of presentations by department heads
- Discussed ESC workshop at NJSBA Convention

MINUTES

1. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF AUGUST 6, 2014

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Board of Directors Meeting of August 6, 2014.

Moved by Michael Bertram and seconded by Terri Murphy

The motion was approved as follows: 8 yeas, 0 nays, 1 abstention (Dev Modi)

2. APPROVAL OF CLOSED MINUTES OF THE BOARD OF DIRECTORS MEETING OF AUGUST 6, 2014

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Closed Minutes of the Board of Directors Meeting of August 6, 2014.

Moved by Michael Bertram and seconded by Terri Murphy

The motion was approved as follows: 8 yeas, 0 nays, 1 abstention (Dev Modi)

3. APPROVAL OF MINUTES OF THE EXECUTIVE COMMITTEE BOARD OF DIRECTORS MEETING OF SEPTEMBER 3, 2014

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Executive Committee Board of Directors Meeting of September 3, 2014.

Moved by Michael Bertram and seconded by Terri Murphy

The motion was approved as follows: 6 yeas, 0 nays, 5 abstentions (Dev Modi, John Morella, Terri Murphy, Tom Salerno and Karen Nyquist)

4. APPROVAL OF CLOSED MINUTES OF THE EXECUTIVE COMMITTEE BOARD OF DIRECTORS MEETING OF SEPTEMBER 3, 2014

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Closed Minutes of the Executive Committee Board of Directors Meeting of September 3, 2014.

Moved by Michael Bertram and seconded by Terri Murphy

The motion was approved as follows: 6 yeas, 0 nays, 5 abstentions (Dev Modi, John Morella, Terri Murphy, Tom Salerno and Karen Nyquist)

5. RATIFY ACTION OF THE EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS MEETING OF SEPTEMBER 3, 2014

BE IT RESOLVED BY THE BOARD OF DIRECTOR'S to ratify the action of the Executive Committee of the Board of Directors Meeting of September 3, 2014.

Moved by Michael Bertram and seconded by Terri Murphy

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

COMMISSION

6. **APPROVAL OF LINE ACCOUNT TRANSFERS FOR THE 2014-2015 BUDGET**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the line account transfers to the 2014/2015 budget as detailed on the attached: **EXHIBIT A**

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

7. **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 August 31, 2014 showing a cash balance of \$392,653.15 be approved. **EXHIBIT B**

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

8. **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**

September 30, 2014	\$1,392,279.49
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Moved by Dev Modi and seconded by Michael Bertram
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

9. **APPROVE PROFESSIONAL SERVICE PROVIDERS – 2014-2015 SCHOOL YEAR**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Professional Service Providers for the 2014-2015 school year, as per the exhibit. **EXHIBIT D**

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

10. **APPROVAL OF AGREEMENT FOR TRAINING**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Agreement between Houghton Mifflin Harcourt and ESC of Morris County as it pertains to the WJ IV Onsite Training Achievement being held at the ESC of Morris County on October 8, 2014 for a total amount of \$3,000.00.

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

11. **APPROVAL OF VEHICLE RENTAL/LEASE**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Vehicle Rental/Lease between ESC of Morris County and Hunterdon County ESC for the period September 3, 2014 to June 30, 2015. Lease Agreement is for all loaner/leased/rental buses as a courtesy while our buses are being maintained, serviced and repaired by HCESC.

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

12. **APPROVE AWARD AND WITHDRAWAL OF BIDS**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the award of bids for Copy Duplicator Paper and General Classroom Supplies as determined in consultation with Educational Data Services on the bid dates as listed on the attached;
AND to approve the withdrawal of Liberty Facilities Services, LLC on various bids and the replacement award for these bids as determined in consultation with Educational Data Services as listed on the attached: **EXHIBIT E**

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

ESC SCHOOLS

13. **APPROVE EMERGENCY REPAIRS**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve completed emergency repairs to the exterior at Park Lake School as follows:
HTS Contractor Services - \$14,827.00

Moved by Tom Salerno and seconded by John Morella
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

PERSONNEL

14. **APPROVE ESC STAFF – 2014-2015**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve personnel for the school year 2014-2015, as recommended by the Superintendent, per the attached: **EXHIBIT F**

Moved by Tom Salerno and seconded by John Morella
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

15. **APPROVE COMPENSATION CORRECTIONS FOR ESC STAFF**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the correction in compensation for staff members for the school year 2014-2015, as recommended by the Superintendent and listed on **EXHIBIT F**

Moved by Tom Salerno and seconded by John Morella
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

16. **APPROVE FAMILY MEDICAL LEAVE OF ABSENCE**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Family Medical Leave (FMLA), as recommended by the Superintendent, for the following employee:

<u>Name</u>	<u>Effective</u>
Laurie Watter, School Nurse, PLS	October 22, 2014 to January 2, 2015 without pay

Moved by Tom Salerno and seconded by John Morella
The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

17. **APPROVE MEDICAL LEAVE OF ABSENCES**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the medical leave of absences for the following personnel for the 2014-2015 school year, as recommended by the Superintendent:

<u>Name</u>	<u>Title</u>	<u>Effective</u>
Wendy Ort	PA – RDS	10/3/14 to 12/1/14, without pay
Claudia Welsh	Teacher – RDS	11/4/14 to 2/2/15, with pay

Moved by Tom Salerno and seconded by John Morella

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

18. **APPROVE LIST OF ON-CALL SUBSTITUTES**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the attached list of on-call substitutes for the 2014-2015 school year, as recommended by the Superintendent, at the Board approved rates: EXHIBIT G

Moved by Tom Salerno and seconded by John Morella

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

19. **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>
Anthony diBattista	Professional Assessment Provider	06/30/14
Susan Marum	Personal Aide – RDS	06/30/14
Janet Rosoff	Professional Assessment Provider	06/30/14
Kathryn Trofimuk	Permanent Substitute	09/01/14*

*(Declined the appointment, will remain Personal Aide)

Moved by Tom Salerno and seconded by John Morella

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

20. **RESTORE SCHOOL CUSTODIAN POSITION**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to restore the School Custodian position.

Moved by Tom Salerno and seconded by John Morella

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

TRANSPORTATION

21. APPROVE JOINT TRANSPORTATION AGREEMENTS FOR COORDINATED TRANSPORTATION SERVICES – 2014/2015 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Joint Transportation Agreement for coordinated transportation services for the 2014/2015 school year for the following districts:

- East Orange School District
- Paterson Public Schools
- Pompton Lakes Board of Education
- Springfield Public Schools
- Warren County Special Services School District
- West Windsor-Plainsboro Regional School District

Moved by Alan Bocchino and seconded by Tom Salerno

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

22. AWARD OF EMERGENCY AND NEGOTIATED TRANSPORTATION CONTRACTS – 2014/2015 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 2014/2015 school year as per the attached: EXHIBIT AA

Moved by Alan Bocchino and seconded by Tom Salerno

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

23. APPROVE TRANSPORTATION CONTRACT ADDENDA – 2014/2015 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the transportation contract addenda for changes made to routes for the 2014/2015 school year as per the attached: EXHIBIT BB

Moved by Alan Bocchino and seconded by Tom Salerno

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

24. ACCEPT CANCELLATION OF TRANSPORTATION CONTRACTS – 2014/2015 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to accept the cancellation of transportation contracts for the 2014/2015 school year as per the attached: EXHIBIT CC

Moved by Alan Bocchino and seconded by Tom Salerno

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

25. CORRECT BID RESULTS HEADER FOR THE BID DATE 8/28/14

BE IT RESOLVED BY THE BOARD OF DIRECTORS to correct Bid Results Header for the Bid Date August 28, 2014 awarding summer transportation contracts based on the bid results to the lowest bidders for transportation of school pupils for the 2014/2015 school year as per the attached: EXHIBIT DD – AUGUST 28, 2014

Moved by Alan Bocchino and seconded by Tom Salerno

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

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26. AMEND APPROVAL OF RENEWAL TRANSPORTATION CONTRACTS – 2014/2015 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to amend the approval of renewal of transportation contracts for the transportation of school pupils for the 2014/2015 school year as per the attached:

EXHIBIT EE – Special Education Transportation

Moved by Alan Bocchino and seconded by Tom Salerno

The motion was approved as follows: 9 yeas, 0 nays, 0 abstentions

PUBLIC – No Public

OTHER BUSINESS – No Other Business

GENERAL BOARD DISCUSSION – No Board Discussion

27. CLOSED SESSION – Not Needed

ADJOURNMENT

There being no further business a motion was made by John Morella and seconded by Michael Bertram to adjourn at 7:58 pm and was carried by a unanimous roll call.

Respectfully Submitted By,

Catarina Bilotta

Business Administrator/Board Secretary

ATTACHMENTS

EXHIBITS

A	Line Account Transfers – August 2014
B	Board Secretary’s & Treasurer’s Report – August 31, 2014
C	Payment of Bills – September 30, 2014
D	Professional Service Providers – 2014-2015
E	Ed Data Services – Award & Withdrawal of Bids
F	2014-2015 Staff
G	On-Call Substitutes
AA-EE	Transportation