

EDUCATIONAL SERVICES COMMISSION OF MORRIS COUNTY
P.O. Box 1944, Morristown, NJ 07962-1944
(973) 540-8844
MINUTES –EXECUTIVE COMMITTEE BOARD OF DIRECTOR’S MEETING
SEPTEMBER 3, 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, September 3, 2014 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: Irene LeFebvre, Boonton Town
Alan Bocchino, Dover Town
Dev Modi, Harding Township
Michael Bertram, Morris Hills Regional
Anthony Giordano, Mt. Olive Township
Perry Kwok, Washington Township
Angelo Vilardi, Superintendent

Not Present: Barry Brantner, Boonton Township
Denise McCarthy, Lincoln Park Borough
Karen Nyquist, Long Hill Township
Paul Fechhelm, Mendham Borough
John Morella, Montville Township
Alan Albin, Morris Plains
Terri Murphy, Morris School District
Tom Salerno, Pequannock Township
Marcia Asdal, West Morris Regional

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

SUPERINTENDENT’S REPORT

- Discussed school opening at Park Lake and Regional Day Schools
- Discussed completion of renovations and repairs at Park Lake School
- Discussed the need to purchase additional school buses in 2014-2015
- Discussed the need for an additional new Woodcock-Johnson 4th Edition training in October
- Discussed outsourcing of custodial services for both Park Lake and Regional Day Schools
- Presentations by departments will begin in October
- Closed Session is needed to discuss pending litigation and negotiations

ADJOURNMENT OF MEETING

The President noted that a quorum was not present. The President adjourned the meeting.

CALL TO ORDER

The President called an Executive Committee Meeting to order in accordance with NJSA18A:6-51. The Board Secretary noted the roll from the Director's Meeting.

MINUTES

1. **APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF AUGUST 6, 2014** – Tabled until October 1st meeting
2. **APPROVAL OF CLOSED MINUTES OF THE BOARD OF DIRECTORS MEETING OF AUGUST 6, 2014** – Tabled until October 1st meeting

COMMISSION

3. **APPROVAL OF LINE ACCOUNT TRANSFERS FOR THE 2013/2014 & 2014-2015 BUDGETS**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the line account transfers to the 2013/2014 & 2014/2015 budgets as detailed on the attached: **EXHIBIT A**

Moved by Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 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 June 30, 2014 showing a cash balance of \$(517,076.20) be approved. **EXHIBIT B**

Moved by Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 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 July 31, 2014 showing a cash balance of \$683,686.68 be approved. **EXHIBIT B**

Moved by Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 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

August 31, 2014

\$1,342,244.60

Moved by Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

7. **APPROVE REVISED 2014/2015 RATES FOR SERVICES**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the revised 2014/2015 Rates for Services, as recommended by the administration as follows:
Reading Specialist - \$99.00/hr

Moved by Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

8. **APPROVAL OF SECTION 125 PLAN DOCUMENT**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Health Benefits Section 125 Plan document as attached: EXHIBIT D

Moved by Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 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 E

Moved by Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

10. **AUTHORIZATION TO SOLICIT RFP FOR CUSTODIAL SERVICES FOR PARK LAKE AND REGIONAL DAY SCHOOL.**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to authorize the administration to develop Request for Proposals rather than a bid for the provision of custodial services at Park Lake School and Regional Day Schools:

Moved by Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

ESC SCHOOLS

11. **APPROVE BOY SCOUTS OF AMERICA EVENT**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Boy Scout event being held on the Regional Day School grounds on Saturday, September 27, 2014 from 10:00 am to 3:00 pm for Cub Scout recruiting.

Moved by Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

12. **APPROVE AGREEMENT WITH CUMBERLAND THERAPY SERVICES**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Agreement between the Educational Services Commission of Morris County and Cumberland Therapy Services for Speech Services at Park Lake School, payable at a rate of \$84.00 an hour for 11 hours per week starting September 1, 2014 to June 30, 2015.

Moved by Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

PERSONNEL

13. **AMEND APPROVED ESC STAFF – 2014-2015**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to amend approved personnel for the school year 2014-2015, as recommended by the Superintendent as per the attached exhibit: EXHIBIT F

Moved by Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

14. **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 Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

15. **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>
Meghan Ansberry	Personal Aide – RDS	08/08/14
Ingrid Karvelyte-Bagdoniene	Personal Aide – RDS	06/30/14
Dawn Kuncken	Physical Therapist – PLS	08/08/14
Michelle Orofino	Personal Aide – RDS	06/30/14
Olivia Perconti	Personal Aide – PLS	06/30/14

Moved by Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

16. **APPROVE PROFESSIONAL ASSESSMENT PROVIDERS FOR THE 2014-2015 SCHOOL YEAR**

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Professional Assessment Providers for the 2014-2015 school year at a rate of \$400.00 a day which includes three (3) evaluations, as recommended by the Superintendent and listed below:

- Ethel Minchello
- Thomas Kane

Moved by Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

17. **APPROVE CHANGES TO EMPLOYEE POSITIONS**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the changes to employee positions as recommended by the Superintendent and listed in **EXHIBIT H**

Moved by Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

TRANSPORTATION

18. **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:
 Bloomfield Board of Education
 Lakewood Board of Education

Moved by Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

19. **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 Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

20. **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 Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

21. **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 Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

22. **AWARD OF SUMMER TRANSPORTATION CONTRACTS – 2014/2015 SCHOOL YEAR**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to award the summer transportation contracts based on the bid results of August 14, 2014 & August 28, 2014, to the lowest bidders for transportation of school pupils for the 2014/2015 school year as per the attached:
EXHIBIT DD – AUGUST 14, 2014
EXHIBIT EE – AUGUST 28, 2014

Moved by Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

23. **APPROVE RENEWAL OF TRANSPORTATION CONTRACTS – 2014/2015 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 2014/2015 school year as per the attached:
EXHIBIT FF – Academy Transportation
EXHIBIT GG – Special Education Transportation

Moved by Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

24. **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 HH – Public School Transportation

Moved by Irene LeFebvre and seconded by Michael Bertram
The motion was approved as follows: 6 yeas, 0 nays, 0 abstentions

PUBLIC
OTHER BUSINESS
GENERAL BOARD DISCUSSION

26. **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 discussing litigation and negotiations, 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 Michael Bertram. The meeting was moved into closed session at 8:10 pm and was carried by a unanimous roll call.

27. **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 **Michael Bertram**. The meeting was returned to executive session at **8:15 pm** and was carried by a unanimous roll call.

ADJOURNMENT

There being no further business a motion was made by **Irene LeFebvre** and seconded by **Michael Bertram** to adjourn at **8:15 pm** and was carried by a unanimous roll call.

Respectfully Submitted By,

Catarina Bilotta
Business Administrator/Board Secretary

ATTACHMENTS

EXHIBITS

A1-A4	Line Account Transfers – June 2014
A5-A6	Line Account Transfers – July 2014
B1-B25	Board Secretary’s & Treasurer’s Report – June 30, 2014
B26-B50	Board Secretary’s & Treasurer’s Report – July 31, 2014
C	Payment of Bills – August 31, 2014
D	Section 125 Plan Document
E	Professional Service Providers – 2014-2015
F	2014 – 2015 Staff
G	On-Call Substitutes
H	Position Changes
AA-HH	Transportation