

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

**MINUTES –BOARD OF DIRECTORS MEETING**  
**MARCH 4, 2015**

**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, 2<sup>nd</sup> Floor, Morris Plains on Wednesday, March 4, 2015 at 7:50 pm.

**FLAG SALUTE**

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

**ROLL CALL**

The Business Administrator/Board Secretary noted the Roll Call from the Representative Assembly:

Present: Irene LeFebvre, Boonton Town  
Barry Brantner, Boonton Township  
Alan Bocchino, Dover Town  
Michael Stewart, Jefferson Township  
Lou Nazzaro, Lincoln Park Borough  
Karen Nyquist, Long Hill Township  
John Morella, Montville Township  
Michael Bertram, Morris Hills Regional  
Terri Murphy, Morris School District  
Anthony Giordano, Mt. Olive Township  
Tom Salerno, Pequannock Township  
Perry Kwok, Washington Township  
Angelo Vilardi, Superintendent

Not Present: Kim Macaulay, Harding Township  
Paul Fechhelm, Mendham Borough  
Alan Albin, Morris Plains

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 Comment

**SUPERINTENDENT’S REPORT**

- Discussed Negotiations
- Discussed Evaluation Procedure for Superintendent

MINUTES

1. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF FEBRUARY 4, 2015

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Board of Directors Meeting of February 4, 2015.

Moved by Alan Bocchino and seconded by Anthony Giordano

The motion was approved as follows: 10 yeas, 0 nays, 2 abstentions (Tom Salerno and Karen Nyquist)

COMMISSION

2. 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 Tom Salerno and seconded by Anthony Giordano

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

3. 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 January 31, 2015 showing a cash balance of \$390,295.54 be approved. EXHIBIT B

Moved by Tom Salerno and seconded by Anthony Giordano

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

4. 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

February 28, 2015

\$2,489,707.56

Moved by Tom Salerno and seconded by Anthony Giordano

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

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5. **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 Tom Salerno and seconded by Anthony Giordano  
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

6. **APPROVE AWARD AND RENEWAL OF BIDS**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the award and renewal of Time and Materials bids as determined in consultation with Educational Data Services and listed on the attached EXHIBIT E

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

**ESC SCHOOLS**

7. **APPROVE INTERNSHIP AND FIELD EXPERIENCE AT ESC SCHOOL**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the following internship and field experience at ESC School, as recommended by the Superintendent:
- Nurse Internship for Michelle Saranita from the College of St. Elizabeth from March 2, 2015 through April 17, 2015 at Park Lake School

Moved by Barry Brantner and seconded by Anthony Giordano  
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

8. **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 F1

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
January 31, 2015	\$4,217.00	\$761.75

Moved by Barry Brantner and seconded by Anthony Giordano  
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

9. **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 F2

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
January 31, 2015	\$4,339.38	\$238.20

Moved by Barry Brantner and seconded by Anthony Giordano  
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

**PERSONNEL**

10. **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 G1 & G2

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

11. **APPROVE RETURN FROM MEDICAL LEAVE OF ABSENCE**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the return from medical leave for Claudia Welsh effective February 9, 2015, as recommended by the Superintendent:
- | <u>Name</u>   | <u>Title</u>  | <u>Medical Leave of Absence</u> |
|---------------|---------------|---------------------------------|
| Claudia Welsh | Teacher – RDS | 11/4/14 to 2/6/15, with pay     |

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

12. **APPROVE TERMINATION OF STAFF**  
**BE IT RESOLVED BY THE BOARD OF DIRECTORS** to approve the termination of the following staff, as recommended by the Superintendent:
- | <u>Name</u>            | <u>Title</u> | <u>Resignation Effective</u> |
|------------------------|--------------|------------------------------|
| Tomaine, Alexis (Alex) | PA - PLS     | 02/04/15                     |

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

13. **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> |
|------------------|--------------|------------------------------|
| Hernandez, Sonia | Bus Driver   | 02/20/15                     |

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

**TRANSPORTATION**

14. **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:
- Lower Cape May Regional
  - River Dell Regional School District
  - Teaneck School District

Moved by Karen Nyquist 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 – 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 Karen Nyquist and seconded by Michael Bertram  
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

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16. **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 Karen Nyquist and seconded by Michael Bertram  
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

17. **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 Karen Nyquist and seconded by Michael Bertram  
The motion was approved as follows: 12 yeas, 0 nays, 0 abstentions

**PUBLIC**  
**OTHER BUSINESS** – No Other Business  
**GENERAL BOARD DISCUSSION**

18. **CLOSED SESSION – Not Needed**

**ADJOURNMENT**

There being no further business a motion was made by Barry Brantner and seconded by Karen Nyquist 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**

A	Line Account Transfers – January 2015
B	Board Secretary’s & Treasurer’s Report–January 31, 2015
C	Payment of Bills – February 28, 2015
D	Professional Service Providers – 2014-2015
E	Ed Data Services – Award and Renewal of Bids
F1	Lunch Fund – Park Lake School – January 2015
F2	Lunch Fund – Regional Day School – January 2015
G1	2014-2015 Staff – MCECEA
G2	2014-2015 Staff
AA-CC	Transportation