

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

**MINUTES –BOARD OF DIRECTORS MEETING**  
**NOVEMBER 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 will be called to order at 7:30 pm on November 4, 2015 at the Commission Office, 520 Speedwell Avenue, Suite 200, 2<sup>nd</sup> Floor, Morris Plains.

**ROLL CALL**

The Business Administrator/Board Secretary called the roll:

**Present:** Irene LeFebvre, Boonton Town  
Barry Brantner, Boonton Township, arrived at 7:34 pm  
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  
Perry Kwok, Washington Township  
Angelo Vilardi, Superintendent

**Not Present:** Alan Bocchino, Dover Town  
Paul Fechhelm, Mendham Borough  
Alan Albin, Morris Plains  
Tom Salerno, Pequannock Township

**Also Present:** Catarina Bilotta, Business Administrator/Board Secretary  
Paul Green, Attorney

**NOTICE**

I submit that a legal notice of this meeting of the Board of Directors was published on June 28, 2015 in the Daily Record. Notices were also sent on June 26, 2015 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 congratulated all members who won the election and will remain on our Board
- Superintendent reported that there were No incidents of Violence/Vandalism/Harassment/Intimidation/Bullying in the 2014-2015 school year
- Discussed the Memorandum of Agreement with our local police (Rockaway Borough and Morris Township)
- Discussed Park Lake School brochure and facility update with emphasis on the LIN™ Method
- Discussed ESC Workshop at the NJSBA Convention
- Discussed Executive Committee and not having a quorum at last month's meeting

Minutes- Board of Directors Meeting, November 4, 2015

- Discussed Retirement wording
- Discussed upcoming projects at Park Lake School
- Announcement of our Holiday Luncheons at both Park Lake and Regional Day Schools
- No Closed Session needed
- Next Board meeting is December 2<sup>nd</sup>

MINUTES

1. APPROVAL OF MINUTES OF THE EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS MEETING OF OCTOBER 7, 2015

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Executive Committee of the Board of Directors Meeting of October 7, 2015.

Moved by Barry Brantner and seconded by Michael Bertram

The motion was approved as follows: 8 yeas, 0 nays, 2 abstentions (Michael Stewart and Anthony Giordano)

2. RATIFY ACTION OF THE EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS MEETING OF OCTOBER 7, 2015

BE IT RESOLVED BY THE BOARD OF DIRECTORS to ratify the action of the Executive Committee of the Board of Directors Meeting of October 7, 2015.

Moved by Barry Brantner and seconded by Michael Bertram

The motion was approved as follows: 8 yeas, 0 nays, 2 abstentions (Michael Stewart and Anthony Giordano)

COMMISSION

3. APPROVAL OF LINE ACCOUNT TRANSFERS FOR THE 2015/2016 BUDGET

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the line account transfers to the 2015/2016 budget as detailed on the attached: EXHIBIT A

Moved by Lou Nazzaro and seconded by John Morella

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 September 30, 2015 showing a cash balance of \$941,066.33 be approved: EXHIBIT B

Moved by Lou Nazzaro and seconded by John Morella

The motion was approved as follows: 10 yeas, 0 nays, 0 abstentions

Minutes- Board of Directors Meeting, November 4, 2015

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

October 31, 2015 - \$2,466,852.36

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

6. APPROVE ACTION TAKEN BY EDUCATIONAL DATA SERVICES  
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the action taken and determined in consultation with Educational Data Services as per the attached EXHIBIT D

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

ESC SCHOOLS

7. 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 E

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
September 30, 2015	\$0.00	\$812.20

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

8. 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 E

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
September 30, 2015	\$0.00	\$222.20

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

PERSONNEL

9. APPROVE ESC STAFF – 2015-2016  
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve personnel for the school year 2015-2016, as recommended by the Superintendent, per the attached: EXHIBIT F

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

10. APPROVE UNPAID MEDICAL LEAVE  
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the unpaid medical leave for the following staff:

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Kay Shaffer	Non-Public Nurse	10/5/15 – unknown return date

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

11. ACCEPT RETIREMENT OF STAFF  
BE IT RESOLVED BY THE BOARD OF DIRECTORS to accept the retirement of the following staff with gratitude for their services rendered.

<u>Name</u>	<u>Title</u>	<u>Retirement Effective</u>
Laurie Watter	School Nurse – PLS	12/31/15

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

12. 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 2015-2016 school year, as recommended by the Superintendent, at the Board approved rates: EXHIBIT G

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

TRANSPORTATION

13. AWARD OF EMERGENCY AND NEGOTIATED TRANSPORTATION CONTRACTS – 2015/2016 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 2015/2016 school year as per the attached: EXHIBIT AA

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

14. APPROVE TRANSPORTATION CONTRACT ADDENDA – 2015/2016 SCHOOL YEAR  
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the transportation contract addenda for changes made to routes for the 2015/2016 school year as per the attached: EXHIBIT BB

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

15. ACCEPT CANCELLATION OF TRANSPORTATION CONTRACTS – 2015/2016 SCHOOL YEAR  
BE IT RESOLVED BY THE BOARD OF DIRECTORS to accept the cancellation of transportation contracts for the 2015/2016 school year as per the attached: EXHIBIT CC

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


PUBLIC – No Public  
OTHER BUSINESS  
GENERAL BOARD DISCUSSION

16. CLOSED SESSION – Not Needed

ADJOURNMENT

There being no further business a motion was made by Irene LeFebvre and seconded by Anthony Giordano to adjourn at 8:52 pm and was carried by a unanimous roll call.

Respectfully Submitted By,

  
Catarina Bilotta  
Business Administrator/Board Secretary

ATTACHMENTS

EXHIBITS

- |       |                                                           |
|-------|-----------------------------------------------------------|
| A     | Line Account Transfers - September 2015                   |
| B     | Board Secretary's & Treasurer's Report-September 30, 2015 |
| C     | Payment of Bills – October 31, 2015                       |
| D     | Educational Data Services                                 |
| E1    | Lunch Fund – Park Lake School – September 2015            |
| E2    | Lunch Fund – Regional Day School – September 2015         |
| F1    | 2015-2016 ESC Staff - MCESCEA                             |
| F2    | 2015-2016 ESC Staff                                       |
| G     | On Call Substitute List – 2015-2016                       |
| AA-CC | Transportation                                            |