

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

MINUTES – EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS
NOVEMBER 1, 2017

CALL TO ORDER

The Regular Meeting of the Board of Directors of the Educational Services Commission of Morris County was called to order by the Business Administrator/Board Secretary, Catarina Bilotta at 7:30 pm on November 1, 2017 at the Commission Office, 520 Speedwell Avenue, Suite 200, 2nd Floor, Morris Plains.

ROLL CALL

The Business Administrator/Board Secretary called the roll:

President: Melissa Senatore, Jefferson Township
Lou Nazzaro, Lincoln Park Borough
John Morella, Montville Township
Michael Bertram, Morris Hills Regional
Kenneth Wilbur, Morris Plains
Terri Murphy, Morris School District
Perry Kwok, Washington Township
Angelo Vilardi, Superintendent

Not Present: Elaine Doherty, Boonton Town
Catherine Youngman, Boonton Township
Jason Karpowich, Butler Borough
Richard Bruno, Harding Township
Karen Nyquist, Long Hill Township
Anthony Giordano, Mt Olive 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, 2017 in the Daily Record. Notices were also sent on July 6, 2017 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

Discussed school board elections 2017 and ESC timeline of reorganization which occurs in June
Discussed new guidelines from New Jersey Department of Education for non-public services 192/193
Discussed Park Lake Regional School merger
Updated Board on New Jersey Council of Educational Services Commission
Next meeting is Wednesday, December 6th

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 NJSA 18A:6-57. The Board Secretary noted the roll from the Director's Meeting.

MINUTES

1. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF OCTOBER 4, 2017

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Minutes of the Board of Directors Meeting of October 4, 2017.

Moved by Michael Bertram and seconded by Melissa Senatore

The motion was approved as follows: 6 yeas, 0 nays, 1 abstention (Terri Murphy)

COMMISSION

2. APPROVAL OF LINE ACCOUNT TRANSFERS FOR THE 2017-2018 BUDGET

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the line account transfers to the 2017/2018 budget as detailed on the attached: EXHIBIT A

Moved by Michael Bertram and seconded by Melissa Senatore

The motion was approved as follows: 7 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 September 30, 2017 showing a cash balance of \$870,261.23 be approved: EXHIBIT B

Moved by Michael Bertram and seconded by Melissa Senatore

The motion was approved as follows: 7 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

October 31, 2017	-	\$2,484,283.13
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Moved by Michael Bertram and seconded by Melissa Senatore

The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

5. APPROVE PROFESSIONAL SERVICE PROVIDERS – 2017-2018 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Professional Service Providers for the 2017-2018 school year: EXHIBIT D

Moved by Michael Bertram and seconded by Melissa Senatore

The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

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

Moved by Michael Bertram and seconded by Melissa Senatore
The motion was approved as follows: 7 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 F**

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
September 30, 2017	\$0.0	\$572.80

Moved by Michael Bertram and seconded by Melissa Senatore
The motion was approved as follows: 7 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 F**

	<u>DISBURSEMENTS</u>	<u>CASH BALANCE</u>
September 30, 2017	\$0.0	\$232.80

Moved by Michael Bertram and seconded by Melissa Senatore
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

PERSONNEL

9. **APPROVE ESC STAFF**
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the ESC staff for the 2017-2018, as recommended by the Superintendent, per the attached: **EXHIBIT G**

Moved by Michael Bertram and seconded by Melissa Senatore
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

10. **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 2017-2018 school year, as recommended by the Superintendent, at the Board approved rates: **EXHIBIT H**

Moved by Michael Bertram and seconded by Melissa Senatore
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

11. ACCEPT RESIGNATION OF STAFF

BE IT RESOLVED BY THE BOARD OF DIRECTORS to accept the resignation of the following staff member(s):

<u>Name</u>	<u>Title</u>	<u>Resignation Effective</u>
Geise, Carmen	Personal Aide – PLS	10/23/17
Garelick, Judy	NP Nurse	11/16/17

Moved by Michael Bertram and seconded by Melissa Senatore
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

12. APPROVE MEDICAL LEAVE

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the medical leave for the following staff member(s):

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Zambito, Nancy	NP Nurse	10/16/17 to TBD – without pay

Moved by Michael Bertram and seconded by Melissa Senatore
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

13. APPROVE RETURN FROM MEDICAL LEAVE

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the return from medical leave for the following staff member(s):

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Wesdyk, Susan	BSI/SI Teacher	09/01/17 to 10/20/17 – without pay

Moved by Michael Bertram and seconded by Melissa Senatore
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

TRANSPORTATION

14. APPROVE JOINT TRANSPORTATION AGREEMENTS FOR COORDINATED TRANSPORTATION SERVICES – 2017-2018 SCHOOL YEAR

BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the Joint Transportation Agreement for coordinated transportation services for the 2017-2018 school year for the following districts:

- Bloomingdale Board of Education
- Linden Public Schools
- Wanaque School District

Moved by Michael Bertram and seconded by Melissa Senatore
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

15. AWARD OF EMERGENCY AND NEGOTIATED TRANSPORTATION CONTRACTS – 2017/2018 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 2017/2018 school year as per the attached: EXHIBIT AA

Moved by Michael Bertram and seconded by Melissa Senatore
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

16. APPROVE TRANSPORTATION CONTRACT ADDENDA – 2017/2018 SCHOOL YEAR
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the transportation contract addenda for changes made to routes for the 2017/2018 school year as per the attached: EXHIBIT BB

Moved by Michael Bertram and seconded by Melissa Senatore
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

17. ACCEPT CANCELLATION OF TRANSPORTATION CONTRACTS – 2017-2018 SCHOOL YEAR
BE IT RESOLVED BY THE BOARD OF DIRECTORS to accept the cancellation of transportation contracts for the 2017/2018 school year as per the attached: EXHIBIT CC

Moved by Michael Bertram and seconded by Melissa Senatore
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

18. APPROVE ADDITIONAL RENEWAL OF TRANSPORTATION CONTRACT – 2017/2018 SCHOOL YEAR
BE IT RESOLVED BY THE BOARD OF DIRECTORS to approve the additional renewal of transportation contract for the transportation of school pupils for the 2017/2018 school year as per the attached:
EXHIBIT DD – Additional Special Education Transportation

Moved by Michael Bertram and seconded by Melissa Senatore
The motion was approved as follows: 7 yeas, 0 nays, 0 abstentions

PUBLIC – No Public

OTHER BUSINESS – No Other Business

GENERAL BOARD DISCUSSION

19. CLOSED SESSION – Not Needed

ADJOURNMENT

There being no further business a motion was made by Michael Bertram and seconded by Melissa Senatore adjourn at 8:50 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 2017
B	Board Secretary’s & Treasurer’s Report-September 30, 2017
C	Payment of Bills – October 31, 2017
D	Professional Service Providers – 2017-2018
E	Educational Data Services Award of Bids
F	Lunch Fund – Sept 2017 – Park Lake School
F	Lunch Fund – Sept 2017 – Regional Day School
G	2017-2018 Staff
H	On-Call Substitutes – 2017-2018
AA-DD	Transportation