

VIA

**Board of Directors Meeting
February 5, 2019
MINUTES**

A REGULAR meeting of the Hunterdon County Educational Services Commission Board of Directors was held in the Hunterdon ESC Adult Basic Education (ABE) Office, 8 Bartles Corner Road (Suite 205) Flemington

I OPEN PUBLIC MEETING STATEMENT

This meeting was held in accordance with the Open Public Meetings Act, Chapter 231 P.L. 1975 (Sunshine Law) and that adequate notice has been published in the Hunterdon County Democrat and The Courier News. This notice is also posted in the Board office and a copy has been sent to the county office

II ROLL CALL

BOARD MEMBERS

Charles Miller (E AMWELL) - PRESIDENT
Jennifer Giordano (BEDMINSTER) @ 4:26
Seth Cohen (CLINTON BORO/GLEN GARDNER)
Linda Ubry (DELAWARE)

Joseph Somers (HOLLAND)
Kevin Gilman (HUNTERDON POLYTECH)
Donna Herbel (KINGWOOD)
Teresa Kane (MILFORD)

ADMINISTRATION / STAFF PRESENT

Marie B. Gorey (Superintendent)
Christina Greaves (PARAPROFESSIONAL COORDINATOR)

Corinne Steinmetz (SBA/BOARD SECRETARY)
Heidi Gara (ASST SBA)

III CALL TO ORDER

At 4:15 pm at the HCESC Adult Basic Education Building at 8 Bartles Corner Road, Flemington, Board President Charles Miller called the meeting to order

The Board recessed until quorum was obtained

At 4:26 pm Jennifer Giordano arrived - quorum was obtained. Board meeting resumed

IV CITIZENS ADDRESS THE BOARD OF DIRECTORS

A NJSBA Meeting tomorrow 2/6/19: Marie Gorey, Ed Stoloski, Stephanie Voorhees, and Gregory Hobaugh will be on panel discussion regarding district funding

V APPROVAL OF MINUTES

Donna Herbel moved, seconded by Joseph Somers to:

- A approve the January 8, 2019 Board of Directors Meeting Minutes
- B approve Executive Minutes, which are no longer of a confidential matter

MOTIONS APPROVED UNANIMOUSLY

Kevin Gilman moved, seconded by Jennifer Giordano to approve action items VI & VII to:

VI FINANCIAL REPORTS

A approve the line item transfers and budget appropriations for the period of January 2019 (Adj #167-188)

VII LIST OF BILLS

A approve the following list of bills:

1	January 2019	\$939,249.77	Payroll
2	January 2019	\$237,071.95	Hand checks
3	February 5, 2019 List of Bills	\$937,108.08	Computer Generated
4	January 2019 Consultant	\$15,260.00	Payroll
5	February 5, 2019 Added List of Bills	\$1,541.84	Computer Generated
		<u>\$2,130,231.64</u>	<u>TOTAL</u>

MOTIONS APPROVED UNANIMOUSLY

VIII CORRESPONDENCE / COMMUNICATION

A Notice that summary judgement regarding Zanetti, was granted to dismissal with prejudice

IX COMMITTEE MEETINGS

- A Building and Grounds, did not meet
- B Programs and Services, did not meet
- C Public Relations, did not meet
- D Policy, did not meet
- E Personnel, did not meet
- F Finance, did not meet
- G Executive, did not meet

Discussion: Charles Miller informed the Board that we are exploring Strategic Planning process next year.

X POLICY No Action Items

XI SUPERINTENDENT'S REPORT, by Marie Gorey

- Defensive Driver Training
- Wildflower and Rain Gardens
- DDD Application to be submitted in upcoming weeks
- Construction on time - anticipate completion in next 4 weeks
- Supervisor at Polytech - successful
- Summer Camp 2019 - 4 weeks
- Next Meeting - March 5, 2019 at Califon campus - Budget Meeting
- West Orange Transportation Service Contract Terms under negotiations

Joseph Somers moved, seconded by Kevin Gilman to approve consent agenda items XI A - XI L to:

A ADMINISTRATION

- 1 approve 2019-2020 Rates
- 2 approve Animal Science Building Lease Agreement with Hunterdon County Vocational School District, effective September 1, 2018 through June 30, 2022, at the following rates:

September 1, 2018 - June 30, 2019	Rent is waived by Lessor
July 1, 2019 - June 30, 2020	\$35,280.00 annually
July 1, 2020 - June 30, 2021	\$35,760.00 annually
July 1, 2021 - June 30, 2022	\$36,480.00 annually

B SCHOOLS

- 1 approve the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials with 2019 Revisions as Approved by the New Jersey Department of Law and Public Safety and the New Jersey Department of Education

C HOFFMANS CROSSING No Action Items

D TECHNOLOGY No Action Items

E ADULT BASIC EDUCATION No Action Items

F PARAPROFESSIONALS No Action Items

G LEASE PURCHASING No Action Items

H PURCHASING

- 1 accept the following districts as members of the HCESC Purchasing Cooperative:

#	<u>DISTRICT</u>
535	Ventnor City Board of Education
536	New Brunswick Board of Education
537	Hammonton Board of Education
538	Montclair State University
539	Washington, Township of

- 540 Northern Valley Regional Board of Education
- 541 Cumberland County Improvement Authority
- 542 Spring Lake Heights Board of Education

- 2 renew Abigail's Law Compliant Sensor System #HCESC-Trans-18A with Safetech Professional, effective March 12, 2019 through March 11, 2020, with no changes.
- 3 authorize Administration to award the Art/Craft Supplies & Equipment bid #194
- 4 authorize Administration to award the Copy/Specialty Paper bid #195
- 5 authorize Administration to award the Custodial Supplies & Equipment bid #HCESC-CAT-19-02
- 6 authorize Administration to award the Facility Grounds Equipment bid #HCESC-CAT/SER-19-03

I DEPARTMENT OF SCHOOL SERVICES

- 1 increase Non Public Security budget from \$49,275 to \$98,550 (increase of \$49,275) based on additional entitlements

J TRANSPORTATION

- 1 approve Special Education Transportation Routes, as listed:

Glen Gardner

a Quoted Routes January 30, 2019 - June 30, 2019

Route #	Destination	Sending District	Contractor	Route	Aide Per Diem
				Per Diem	
1955T	Rutgers Day	Lebanon Twp.	DVR	\$286.80	N/A

b Contracted Routes January 2, 2019 - June 30, 2019

Route #	Destination	Sending District	Contractor	Route	Aide Per Diem
				Per Diem	
1920	Center School	South Hunterdon, Delaware	Alyft Transport	\$214.00	\$120.00

c Contracted Routes January 2, 2019 - June 30, 2019

Route #	Destination	Sending District	Contractor	Route	Aide Per Diem
				Per Diem	
1934	Summit Speech	Readington Twp. BOE	Alyft Transport	\$252.00	N/A
1936	ARC of Essex	Tewksbury Twp.	Alyft Transport	\$246.00	\$60.00
1943	Cornerstone	North Hunterdon	Alyft Transport	\$306.00	N/A
1937	Greenbrook Academy	Flemington Raritan	GST Transport	\$274.00	N/A

- 2 approve Renewed Special Education Transportation Routes with Morris County. ESC, as listed:

Quoted Routes December 1, 2018 - March 30, 2019

Route #	Destination	Sending District	Contractor	Route	Aide Per Diem
				Per Diem	
CE581	DLC	Morristown	HCESC	\$266.76	\$180.00

- 3 provide Alvin Lewis training for Class B CDL License Air Brake endorsement, at a rate of \$300.00, effective January 10, 2019
- 4 provide Ronald Poole training for Class B CDL License Air Brake endorsement, at a rate of \$300.00, effective January 23, 2019

K PERSONNEL

approve the following personnel items, as recommended by the Superintendent:

- 1 **Appointments***

Name	Position	Location	Rate/Salary	Effective On or About
Kelly Ruffa	P/T Teacher Assistant	FRRSD	\$16.14/ Hour	01/29/2019
Priscilla Jacobson	P/T Teacher Assistant	FRRSD	\$15.75/ Hour	01/29/2019
Roula Gebran	P/T Teacher Assistant	Hunterdon Preparatory	\$18.04/ Hour	02/04/2019
Jacquy Estivene	P/T Bus Driver	West Orange	\$20.50/ Hour	01/14/2019
Rolando Jackson	P/T Bus Driver	West Orange	\$20.50/ Hour	01/23/2019

Johnson Noelvil	P/T Bus Driver	West Orange	\$20.50/ Hour	02/04/2019
Marilyn Wechsler	P/T LBTC/ Case Manager	School Services	\$65.00/ Hour	01/28/2019
Holly Wheelock	P/T Teacher Assistant	FRRSD	\$15.75/ Hour	02/12/2019
Jill Jusick	P/T Teacher Assistant	FRRSD	\$15.75/ Hour	02/12/2019
Briana DiMaggio	P/T Teacher Assistant	FRRSD	\$15.75/ Hour	02/12/2019

*pending completion of required paperwork

2 to amend the following appointment approved at the January 08, 2019 Board of Directors' Meeting:

Kristen Poleski	P/T Teacher Assistant	FRRSD	\$15.75/ Hour	01/10/2019
to				
Kristen Poleski	P/T Teacher Assistant	FRRSD	\$16.14/ Hour	01/10/2019

3 to rescind the following appointment approved at the January 8, 2019 Board of Directors' Meeting:

Latisha Nickels	P/T School Bus Monitor	West Orange	\$14.90 / Hour	11/28/2018
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4 to approve a stipend of \$101.00 per class session, as needed, for Maria Mamell, Instructor ABE, for evening ELA program effective February 19, 2019

5 Leaves of Absence (LOA)*

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective</u>
Patty Griffin	P/T Bus Driver	West Orange	Medical	01/07/2019 - 01/12/2019 (PAID)
Joanne Berson	P/T Teacher Assistant	Clinton Public School	NJFLA (Intermittent)	01/23/2019 - 06/30/2019 (9.5 Days Paid)

*pending completion of required paperwork

6 Resignations / Retirements / Terminations

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective</u>
Lorraine Kocsis	Office Manager/Dispatcher	West Orange	Retirement	06/30/2019
Carlo Esperance	P/T Bus Driver	West Orange	Resignation	12/28/2018
Joaquin Diaz	P/T Bus Driver	West Orange	Resignation	01/04/2019
Rachel Devlin	P/T Teacher Assistant	FRRSD	Resignation	02/06/2019

L PROFESSIONAL DEVELOPMENT

1 approve the following travel expenditures for staff members to attend professional development conferences/workshops. This travel is deemed educationally necessary and fiscally prudent and all staff travel expenditures are directly related to and within the scope of the staff member's current responsibilities and the district's professional development plan.

<u>Position</u>	<u>Workshop</u>	<u>Date</u>	<u>Cost</u>
Facilities Coordinator	Environmental Stewardship (CEFM Course)	02/02 - 03/02/19 (Saturdays)	\$799.00
Superintendent	Women's Leadership Conference (NJASA)	03/14 and 03/15/2019	\$349.00
School Business Admin	Women's Leadership Conference (NJASA)	03/14 and 03/15/2019	\$349.00
Asst School Business Admin	Women's Leadership Conference (NJASA)	03/14 and 03/15/2019	\$349.00

MOTIONS APPROVED UNANIMOUSLY

XII UNFINISHED BUSINESS

- A Christina Greaves, Paraprofessional Coordinator is looking for candidates for Teacher Assistant program
- B BA Services to East Amwell School District will be provided by Heidi Gara

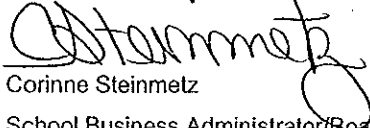
XIII NEW BUSINESS

XIV CITIZENS ADDRESS THE BOARD

XV ADJOURNMENT

Donna Herbel moved to adjourn the meeting. Since there was no further items to discuss, the meeting adjourned at 4:45 pm

Respectfully submitted by:



Corinne Steinmetz

School Business Administrator/Board Secretary