

**Representative Assembly Meeting**  
**June 5, 2018**  
**MINUTES**

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

**I. OPEN PUBLIC MEETING STATEMENT**

The meeting was held in accordance with the Open Public Meetings Act, Chapter 231 P.L. 1975 (Sunshine Law) and 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)

Dr. Jennifer Marycz (BLOOMSBURY)

Jason Kornegay (CALIFON)

Seth Cohen (CLINTON BORO/GLEN GARDNER)

Linda Ubry (DELAWARE)

Brett Reina (DEL-VAL REG)

Laurie Markowski (FLEMINGTON RARITAN REG)

Nishita Desai (FRANKLIN-SOMERSET)

Jason Kornegay, Vice President (LEBANON TWP)

Teresa Pearson(FRENCHTOWN)

Joseph Somers (HOLLAND)

Kevin Gilman (HUNTERDON POLYTECH)

Donna Herbel (KINGWOOD)

Jennifer Sigler (UNION)

George Burdick(FRANKLIN-HUNTERDON)

Kathy Raborn (HUNTERDON CENTRAL)

**ADMINISTRATION / STAFF PRESENT**

Marie B. Kisch (SUPERINTENDENT)

Christina Greaves (PARA PROFESSIONAL COORDINATOR)

Nisha Murry (TEACHER)

Corinne Steinmetz (SCHOOL BUS ADMIN)

Heidi Gara (ASST. SCHOOL BUSINESS ADMIN)

**III. CALL TO ORDER**

4:20 pm at the HCESC ABE Building at 8 Bartles Corner Road, Flemington, Board Secretary Corinne Steinmetz called the meeting to order

**IV. BOARD OF DIRECTORS**

**A. Representative Assembly/Board of Directors**

**1. Election of Board President**

Corinne Steinmetz opened the floor for nominations of Board President

Donna Herbel moved, seconded by Jennifer Giordano to nominate Charles Miller as President

Since there were no further nominations, Corinne Steinmetz closed the floor for nominations for Board President

**MOTION PASSED electing Charles Miller as Board President, via acclamation**

Meeting was turned over to Board President Charles Miller

**2. Election of Board Vice President**

Charles Miller opened the floor for nominations of Board Vice President

Seth Cohen moved, seconded by Joseph Somers to nominate Jason Kornegay as Vice President

Since there were no further nominations, Charles Miller closed the floor for nominations for Board Vice President

**MOTION PASSED electing Jason Kornegay as Board Vice President, via acclamation**

**3. Election Ballot for Board of Directors were collected**

**B. Committee Selection Form**

**V. ANNUAL REPORTS**

**A. Board Report, by Charles Miller:**

**1** Closing of ESC School at West Amwell School offers a financial savings

**2** Moving educational programs to Hoffmans Crossing campus

**3** Discussed continued growth of Teacher Assistance and Transportation programs

**B. Administrative Report, presented by Marie Gorey:**

**1** New logo completed

**2** Beautiful Beast 15K Run is scheduled for June 9, 2018

**3** Hooked on Fishing Not on Drugs (HOFNOD) is scheduled for June 9, 2018

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**VI REORGANIZATION**

Superintendent recommends approval of the following motions for July 1, 2018 through June 30, 2019:

Jason Kornegay moved, seconded by Seth Cohen to approve Reorganization Items VI A - VI G to:

**A APPROVAL OF POLICIES**

approve the HCESC Policy Manual, located online at [www.hunterdonesc.org](http://www.hunterdonesc.org) (copy available in board office)

**B LEGAL COUNSEL**

appoint:

- 1 Comegno Law Group as legal solicitor, at a rate of \$185.00/hour
- 2 Busch Law Group LLC as legal counsel for Cooperative Pricing Program, at a rate of \$165.00/hour
- 3 McManimon, Scotland & Baumann, LLC for Real Estate, at the following rates:

Attorney Fee	\$215.00 per hour
Facility Lease	\$15,000 plus \$1 per \$1,000 issued
- 4 New Jersey Schools Insurance Group - Personnel Hotline, at no cost
- 5 New Jersey Schools Insurance Group - Bullying Hotline, at no cost

**C DEPOSITORY / SIGNATURES**

- 1 appoint TD Bank as the official depository of the Commission
- 2 approve checks to be signed by two of the following three: Board President, Vice President and Superintendent
- 3 approve the use of electronic facsimile and /or stamped signatures

**D ADVERTISEMENT**

approve the following as the Commission's official newspapers: Hunterdon County Democrat, Courier News, Express-Times, Trenton Times, Star Ledger, Indeed.com and/or Njschooljobs.com

**E INSURANCE**

- 1 appoint Richland-Knowles Agency as the Commission's insurance broker for general liability, property and automobile insurance
- 2 appoint Brown and Brown as the Commission's insurance broker for health benefits
- 3 appoint Marsh USA Co. as the Commission's bonding agent for school transportation contracts, at a rate of \$10.00 per \$1,000.00 for bonds

**F AUDIT**

- 1 appoint Suplee, Clooney & Company as the Commission's auditors; at an annual rate of \$24,600.00 (2.8% increase)

**G TY CASH**

- 1 authorize petty cash funds for Hunterdon Transportation Office and the HCESC Business and Administrative Office, each to be monitored by the Business Office, and each not to exceed \$100.00 per month for office incidentals
- 2 authorize cash funds for school breakfast / lunch program at the ESC Academy, to be monitored by the Business Office, not to exceed \$50.00

**MOTIONS PASSED UNANIMOUSLY**

Jason Kornegay moved, seconded by Seth Cohen to approve Reorganization Items VI H - VI M to:

**H CONSTRUCTION**

- 1 appoint USA Architects as architect of record for the 2018-2019 school year
- 2 appoint Matrix New World Engineering, Inc. as civil engineer of record for the 2018-2019 school year

**I APPOINTMENTS**

- 1 appoint Corinne Steinmetz as Board Secretary
- 2 appoint Corinne Steinmetz as Custodian of Records
- 3 appoint Heidi Gara as alternate Board Secretary
- 4 appoint Heidi Gara as alternate Custodian of Records
- 5 appoint Christina Greaves, Kelly Eder, David Lutzky and Francine Leddy as Affirmative Action Officers
- 6 appoint Marie Gorey as ADA Compliance Officer
- 7 appoint Corinne Steinmetz as Public Agency Compliance Officer
- 8 appoint Edwin Ashton as Integrated Pest Management Coordinator
- 9 appoint Edwin Ashton as Hazardous Communications Coordinator
- 10 appoint Edwin Ashton as AHERA Coordinator

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- 11 appoint Edwin Ashton as Right to Know Contact Person
- 12 appoint Edwin Ashton as Indoor Air Quality Designee
- 13 appoint Heidi Gara as Safety & Health Designee
- 14 appoint Nisha Murray as Attendance Officer
- 15 appoint Dennis Schiller as Anti-Bullying Specialist for the ESC Academy
- 16 appoint David Lutzky as District Anti-Bullying Coordinator
- 17 appoint Sarah Chittenden as District Homeless Education Liaison
- 18 appoint Nisha Murray as District State Testing Coordinator
- 19 appoint Dennis Schiller as Title IX Coordinator
- 20 appoint Dennis Schiller as Section 504 Officer
- 21 appoint Marie Gorey as School Safety Specialist
- 22 appoint Scott Richter as Licensed Water Operator for Hoffmans Crossing Campus

J PURCHASING

- 1 appoint Corinne Steinmetz as Qualified Purchasing Agent
- 2 authorize award of contracts according to Public Contracting Law (N.J.S.A. 18A:18A-1) as follows:

Bid Threshold	\$40,000.00
Quote Threshold	\$6,000.00

- 3 approve procurement of Goods and Services through State Contract, as follows:

<u>VENDOR</u>	<u>UP TO AMOUNT</u>	<u>CONTRACT #</u>	<u>ITEMS</u>
Custom Bandag	\$45,000.00	M-8000 82527/82528	Tires and Tubes
Dell	\$15,000.00	WSCA 88796	Equipment
Verizon Wireless	\$7,500.00	T-216A 82583	Cell Phones
Lowe's	\$10,000.00	M-8001 82951	Supplies
Home Depot	\$10,000.00	M-8001 83930	Supplies

- 4 Pursuant to PL 2015, Chapter 47, the Hunterdon County Educational Services Commission Board of Education intends to renew, award, or permit to expire the attached contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A;18. et.seq, NJAC Chapter 23, and Federal Procurement Regulations 2CFR Part 200.217 et Seq.
- 5 waive bidding requirements for vehicle repair service from Rannix Corporation, DBA Truck Body East, an approved vendor, for claims filed through New Jersey Schools Insurance Group

6 PAY TO PLAY AUTHORIZATION

WHEREAS, the Hunterdon County Educational Services Commission has a need to acquire goods and/or services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5, as appropriate; and,

WHEREAS, the qualified purchasing agent has determined that the value of the acquisition will exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is one year and may be extended annually as approved by this governing body; and

WHEREAS, the business entity submitted a proposal indicating they will provide the requested goods and/or services at the agreed price; and

WHEREAS, the business entity completed and submitted a Business Entity Disclosure Certification which certifies that the organization and or it's owners of 10% or more has not made an reportable contributions to a political or candidate committee pursuant to N.J.S.A. 19:44A-20.26 (P.L. 2005c. 271, s.2); and

WHEREAS, the Business Administrator certifies the Commission will have sufficient funds available to meet its financial obligations as required under N.J.S.C. 5:30-5.4.

NOW THEREFORE, BE IT RESOLVED that the Representative Assembly of the Hunterdon County Educational Services Commission authorizes the Administration to enter into a contract under such circumstances, as required described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

K TRAVEL REIMBURSEMENT

approve travel reimbursement as applicable under statute and code to employees for work-related travel that is directly related to and within the scope of employee's current work responsibilities, up to an amount that will not exceed budget dollars or State guidelines

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**L. HEALTH OFFICE**

appoint Premier Family Medicine to represent Hunterdon County Educational Services Commission at an annual fee of \$800.00

**M VETERINARIAN**

appoint Equiheart Veterinary Services for animal healthcare for the 2018-2019 school year

**MOTIONS PASSED UNANIMOUSLY**

George Burdick moved, seconded by Brett Reina to approve Reorganization Items VI N - VI P to:

**N SCHOOL**

approve the evaluation models to be used in the 2018-2019 school year in accordance with AchieveNJ:

Danielson Model	(Teachers)
NJPEPL Observation Instrument	(Principals)

**O SCHEDULE**

approve 2018-2019 Board Meeting Dates, to be held at 4:15 pm, as follows:

<u>MEETING</u>	<u>DATE</u>	<u>LOCATION</u>	
Board of Directors	Tuesday, August 28, 2018	Flemington	(4th Tuesday)
Board of Directors	Tuesday, October 2, 2018	Flemington	
Board of Directors	Tuesday, November 13, 2018	Flemington	(2nd Tuesday)
Board of Directors	Tuesday, December 4, 2018	Flemington	
Board of Directors	Tuesday, January 8, 2019	Flemington	(2nd Tuesday)
Board of Directors	Tuesday, February 5, 2019	Flemington	
Representative Assembly	Tuesday, March 5, 2019	Califon	Budget Approval
Board of Directors	Tuesday, April 2, 2019	Flemington	
Board of Directors	Tuesday, May 7, 2019	Flemington	
Representative Assembly	Tuesday, June 4, 2019	Califon	Reorganization
Board of Directors	Tuesday, June 25, 2019	Flemington	(Last Tuesday)

**P PARLIAMENTARY AUTHORITY**

approve Robert's Rules of Order, Newly Revised, to govern the Board in its deliberations and acts in all cases in which it is not inconsistent with the statutes of the State of New Jersey, rules of the State Board of Education, or these bylaws

**MOTIONS PASSED UNANIMOUSLY**

**ELECTED BOARD OF DIRECTORS**

Corinne Steinmetz, Board Secretary announced the elected Board of Directors:

Jennifer Giordano (BEDMINSTER)	Joseph Somers (HOLLAND)
Dr. Greg Farley (BETHLEHEM)	Kevin Gilman (HUNTERDON POLYTECH)
Jason Komegay (CALIFON)	Donna Herbel (KINGWOOD)
Seth Cohen (CLINTON BORO/GLEN GARDNER)	Jason Komegay (LEBANON TWP)
Linda Ubry (DELAWARE)	Teresa Kane (MILFORD)
Brett Reina (DEL-VAL REG)	Jeffrey Bender (NO HUNTERDON/VOORHEES)
Charles Miller (E AMWELL)	Jennifer Sigler (UNION)
Laurie Markowski (FLEMINGTON RARITAN REG)	

**VII CITIZENS ADDRESS THE BOARD OF DIRECTORS (NONE)**

**EXECUTIVE SESSION**

At 4:43 pm Jason Komegay moved, seconded by Seth Cohen to enter into Executive Session to discuss the Superintendent Contract WHEREAS, section 8 of the Open Public Meetings Act, Chapter 213, P.O. 1975, permits the exclusion of the public from a meeting in certain circumstances;

WHEREAS, this public body is of the opinion that such circumstances presently exist,

THEREFORE, BE IT RESOLVED by the Hunterdon County Educational Services Commission Board of Directors that the public shall be excluded from discussions of PERSONNEL, until such time as the subject no longer defeats the purpose of the executive session, at which time resolution shall take effect.

At 5:05 Seth Cohen & Donna Herbel left

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At 5:12 the Board returned to public session

At 5:12 pm Kathy Raborn left

Jason Kornegay moved, seconded by Laurie Markowski to approve the agenda

**MOTION PASSED UNANIMOUSLY**

**SUPERINTENDENT REPORT**

Marie Gorey introduced staff in attendance: Heidi Gara, Christina Greaves and Nisha Murray

Behavioral Program

Renovation Projects

Closing on sale of ESC School at West Amwell

ESY Program (9 Students)

Join us this Saturday for HOFNOD and Beautiful Beast

George Burdick moved, seconded by Brett Reina to approve action items VIII & IX to:

**VIII APPROVAL OF MINUTES**

A approve the May 1, 2018 Representative Assembly meeting minutes, as presented by Board Secretary

**IX FINANCIAL REPORTS**

A approve the line item transfers and budget appropriations for the period of May 2018 (Adj #272 - 311)

B approve the unaudited May 2018 Board Secretary Report

**MOTION PASSED with Kevin Gilman, Brett Reina and Jennifer Giordano abstaining from Minutes of May 1, 2018**

**X LIST OF BILLS**

A Jason Kornegay moved, seconded by Joseph Somers to approve the following list of bills:

1	May 2018	\$26,295.62	Hand checks
2	May 2018 Payroll	\$1,165,943.47	Payroll
3	May 15, 2018 Consultants	\$33,356.09	Payroll
4	June 5, 2018 List of Bills	\$499,832.42	Computer Generated
		<u>\$1,725,427.60</u>	

**MOTION PASSED UNANIMOUSLY**

**XI CORRESPONDENCE/COMMUNICATION**

A	Beautiful Beast of Hunterdon 15K	Hoffmans Crossing	June 9, 2018	8:30 AM
B	HOFNOD (Hooked on Fishing Not On Drugs)	Hoffmans Crossing	June 9, 2018	9:30 AM
C	April 2018 Cooperative Purchasing Newsletter			
D	May 2018 Teacher Assistant Newsletter			
E	Share Your Safety Story Acknowledgement - Glen Gardner			

**XII 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, 6/5/2018

**XIII SUPERINTENDENT'S REPORT**

Linda Ubry moved, seconded by Kevin Gilman to approve action items XIII A- XIII G to:

**A ADMINISTRATION**

1 approve the 2018-19 12 Month Staff Calendar (ATTACHMENT)  
2 authorize administration to award Life Skills Building renovation project to lowest responsible bidder  
3 authorize administration to award Barn Building renovation project to lowest responsible bidder  
4 authorize Board of Directors to approve purchase and sale agreement with SRED Property LLC, in the amount of \$849,500.00, for the sale of ESC School West Amwell Campus, 1422 Route 179 Lambertville, NJ 08530

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**B SCHOOLS**

- 1 contract with North Hunterdon Voorhees Regional School District for the 2018-2019 school year for the provision of satellite lunch program ESC Academy Hoffmans Crossing Campus
- 2 approve the Doctor's Standing Order, as written and approved by the Hunterdon County Educational Services Commission school physician, Premier Family Medicine

C **HOFFMANS CROSSING** (no action items)

D **TECHNOLOGY** (no action items)

**E ADULT BASIC EDUCATION**

- 1 authorize administration to approve submission of application for Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education discretionary grant in the amount of \$381,140, effective July 1, 2018 through June 30, 2019

F **PARAPROFESSIONALS** (no action items)

G **LEASE PURCHASING** (no action items)

**MOTIONS PASSED UNANIMOUSLY**

Jason Kornegay moved, seconded by George Burdick to approve action items XIII H- XIII J to:

**H PURCHASING**

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

#	DISTRICT
492	Ogdensburg Board of Education
493	Newark Public Library
494	Quinton Township Board of Education
495	Central Jersey College Prep Charter School
496	Maurice River Township Board of Education
497	Far Hills, Borough of
498	Berlin Township Board of Education
499	Northfield Board of Education

- 2 authorize Administration to award the Fleet Tracking & Management Systems RFP #HCESC-Trans-18B

**I DEPARTMENT OF SCHOOL SERVICES**

- 1 approve the following Consultant rates of pay, effective July 1, 2018 through June 30, 2019:

a **Non Public School Services**

<b>Child Study Team Services</b>
\$220.00 per evaluation and report (assessment(s) including observation if assigned)
\$50.00 per required meetings) (planning/eligibility)
\$25.00 per report acceptance
\$70.00 case management/per case (1 time per year per child)
\$100.00 Speech - case management (only initial/re-eval)
\$200.00 Annual Review - case manager only (include SP development and meeting)
<b>Speech Services</b>
\$20.00 per session/per child in attendance (includes lesson plan/attendance documentation, A/R update/plaafp, CM, progress reports, parent/teacher contact, dismissal and new 407-1 completed)
\$10.00 report acceptance/documentation
\$100.00 IE/RE for speech only student (planning meeting, testing, eligibility, SP/plaafp/goals and objectives)
\$220.00 for a CST referral for speech/language evaluation (includes planning meeting, testing,eligibility, SP/plaafp, goals and objective)
<b>Comp. Ed Services</b>
\$15.00 per session/per child in attendance (includes test score review and qualification, IPIP development, lesson plan and attendance documentation, meetings, progress reports, 701-1 completed, parent/teacher contact

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<b>Supplemental Instruction</b>
\$15.00 per session/per child in attendance (includes A/R update, lesson plan and attendance documentation, ISP plaafp/goals and objective meetings, progress reports, 407-1 completed, parent/teacher contact)

b

**Public School Services**

<b>Child Study Team Services</b>
\$260.00 per evaluation/report (assessment - including observation if assigned)
\$300.00 per CST/Language Evaluation/report (2 or more assessments)
\$25.00 report acceptance
\$500.00 per "specialized" evaluation (includes observation time)
\$60.00 per required meeting(s) (planning and eligibility - includes "no notice" of cancelled meeting)
\$80.00 case management (1 time per year per child)
\$110 IEP - case management only - initial/re-eval
\$220.00 Annual Review - case manager only (includes IEP development and meetings)
\$75.00 per hour - Administrative/Supervisory/PD Programming Services, as approved by HCESC

<b>Board Certified Behavioral Analyst Services (BCBA)</b>
\$75.00 per hour

<b>Administrative Support</b>
\$75.00 per hour

<b>Substitute Nurse</b>
\$33.00 per hour

2 contract with the following consultants, at Board Approved Rates, effective July 1, 2018 through June 30, 2019:

**Learning Disabilities Teacher Consultant**

Daniel Dryzga      Kathleen Nace  
Nina Finkler      Kerri Svec

**Psychologist**

Gloria Albertali-Wenson      Elisa Stern  
Carolyn Regan

**BCBA - Autism Specialist**

Kerri Svec      Nina Finkler

3 contract with Professional Education Services, Inc. to provide educational instructional services, at a rate of \$36.25 per hour, effective May 8, 2018

**J TRANSPORTATION**

1 approve the sale of the following vehicles to Morris County Educational Services Commission as negotiated, per N.J.S.A. 18A:18A-5b:

#	Location	Description	Vin	Price
V242	WO	2015 Thomas 24 Passenger	1GD373BG8E1136541	\$38,000.00
353	WO	2016 Thomas C-2 54 Passenger	4UZABRDT8GCGR2166	\$70,000.00
360	WO	2016 Thomas C-2 54 Passenger	4UZABRDT6GCGR2165	\$70,000.00

2 approve the sale of the following vehicles to West Windsor Plainsboro Regional School District as negotiated, per N.J.S.A. 18A:18A-5b:

#	Location	Description	Vin	Price
V205	WO	2015 Thomas 19 Passenger, plus 3 WC	1GD373BG9E1136807	\$43,000.00

3 approve the sale of the following vehicles to Point Pleasant School District as negotiated, per N.J.S.A. 18A:18A-5b:

#	Location	Description	Vin	Price
V-5	GG	2015 Thomas 19 Passenger, plus 3 WC	1GD373BG4E1138612	\$40,000.00

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- 4 award Lease Purchase Agreement to TD Equipment Finance, Inc., the lowest responsible bidder to Lease Purchase Bid #18-01, for lease purchasing financing of \$1,772,404.09, effective on or about July 15, 2018 for (5) five years as follows:

Respondent	Index like term ICE Swap Rates, ICE Benchmark Administration USD Rates 1100	Purchase Option Penalty (% of outstanding principal balance )	Rate Bid	Additional Information	Recommendation
TD Equipment Finance, Inc. NJ <i>Schedule 1, Full pay out</i>	Rate hold for 60 days, then Indexed per RFB	A yield maintenance. B no prepayment penalty	Opt. A 2.9452% Opt. B 3.0335%	None	Recommend Option B for Award
TD Equipment Finance, Inc. NJ <i>Schedule 2, Balloon</i>	Rate hold for 60 days, then indexed per RFB	A yield maintenance. B no prepayment penalty	Opt. A 3.0656% Opt. B 3.1859%	None	Recommend Option A for Award
TD Equipment Finance, Inc. NJ <i>Schedule 3, Balloon</i>	Rate hold for 60 days, then indexed per RFB	A yield maintenance. B no prepayment penalty	Opt. A 3.0656% Opt. B 3.1779%	None	Recommend Option A for Award
US Bancorp Government Leasing and Finance, Inc. NJ <i>Schedule 1, Full pay out</i>	2.894% per index	Lesser of 103% or break funding	2.996%	None	N/A
US Bancorp Government Leasing and Finance, Inc. NJ <i>Schedule 2, Balloon</i>	2.894% per index	Lesser of 103% or break funding	3.0924%	None	N/A
US Bancorp Government Leasing and Finance, Inc. NJ <i>Schedule 3, Balloon</i>	2.894% per index	Lesser of 103% or break funding	3.102%	None	N/A
Municipal Leasing Consultants, VT <i>Schedule 1, full pay out</i>	0.3900% per index	101%	3.353%	Escrow fee: \$750	N/A
Municipal Leasing Consultants, VT <i>Schedule 2, Balloon</i>	0.3900% per index	101%	3.353%		N/A
Municipal Leasing Consultants, VT <i>Schedule 3, Balloon</i>	0.3900% per index	101%	3.353%		N/A

- 5 approve Joint Transportation agreement, for the 2018 - 2019 School Year, for the following:  
Cherry Hill School District                      Lakewood Public School                      Franklin Twp., Somerset

- 6 approve Vo-Tech Transportation Routes with Parsippany-Troy Hills, as listed:

Contracted Routes					July 1, 2018 - June 30, 2019
Route#	Destination	Sending District	Contractor	Route Per Diem	
VT101A	Morris County Vo-Tech	Parsippany-Troy Hills	HCESC	\$296.85	
VT102A	Morris County Vo-Tech	Parsippany-Troy Hills	HCESC	\$296.85	
VT103A	Morris County Vo-Tech	Parsippany-Troy Hills	HCESC	\$296.85	
VT104A	Morris County Vo-Tech	Parsippany-Troy Hills	HCESC	\$296.85	

- 7 approve Transportation Routes with West Orange BOE, as listed:

Contracted Routes					May 14, 2018 - June 20, 2018
Route#	Destination	Sending District	Contractor	Route Per Diem	
480	Redwood School	West Orange	HCESC	\$295.80	

- 8 approve Joint Transportation agreement, for the 2017 - 2018 School Year, for the following:  
Cherry Hill School District                      Lakewood Public School                      Franklin Twp. Somerset

- 9 approve charter transportation to various destination, for Summit Public Schools, at a rate of \$75.00/hour, for the 2017-2018 School Year

- 10 approve Delaware Valley Regional High School to provide bus maintenance/inspection services at an hourly rate of \$71.10, plus materials at cost, for the 2018-2019 school year

- 11 provide rental of Bus #365, VIN 4UZABRDT2JCJG1870, to Township of Denville Board of Education, effective May 21, 2018 through June 30, 2018, at a daily rate of \$120.00



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- 12 accept three CD's, "A Children's School Bus Safety Program," for participation in the Share Your Safety Story initiative through the School Bus Safety Company
- 13 provide Alexandra Laveaud training for CDL Class B ,"P" and Air Brake endorsements, at a fee of \$800.00, effective April 12, 2018
- 14 provide Jacauy Estivene training for CDL Class B ,"P" and Air Brake endorsements, at a fee of \$800.00, effective April 27, 2018

**MOTIONS PASSED UNANIMOUSLY**

**K EXECUTIVE SESSION (NONE)**

**L PERSONNEL**

Jason Kornegay moved, seconded by Laurie Markowski to approve the following personnel items, as recommended by the Superintendent:

- 1 approve 2018-19 staff renewals

DISCUSSION: not renewing 28 teacher assistants due to district needs. Anticipate growth in other districts and ability to bring some back for next school year.

- 2 approve Summer Appointments

**3 Appointments\***

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Rate/Salary</u>	<u>Effective On or About</u>
Maureen Esposito	P/T Teachers Assistant	HC Polytech	\$15.75/Hour	05/07/2018
Briana DiMaggio	P/T Teachers Assistant	Bedminster Twp. School	\$15.75/Hour	05/14/2018
Juan Fabara	P/T Bus Driver	West Orange	\$20.50/Hour	05/14/2018
JoAnn Kernan	P/T Teacher	School Services Dept	\$33.00/Hour	05/21/2018

*\*pending completion of required paperwork*

**4 Leaves of Absence (LOA)\***

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective</u>
Ronald DiSalvi	Custodial	West Amwell	FMLA	23/18-08/14/18 (12 Weeks Paid)

*\*pending completion of required paperwork*

**5 Amend the following Leave of Absence approved at the XXX Board of Directors' meeting**

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective</u>
Joseph Lawrence	P/T Bus Driver	Glen Gardner	Medical	2/28/2018-TBD (28.5 days paid)
to				
Joseph Lawrence	P/T Bus Driver	Glen Gardner	Medical	2/28/2018-TBD (28.5 days paid) 4/19-6/22 Unpaid
Patricia Macklin	P/T Bus Monitor	Glen Gardner	Medical	2/21/18 - 3/28/18 (Paid)
to				
Patricia Macklin	P/T Bus Monitor	Glen Gardner	Medical	2/21/18 - 4/06/18 (Paid) 4/9/2018 to 5/18/2018 (Unpaid)
Marie Guillaume	P/T School Bus Monitor	West Orange	Medical	4/2/18-4/20/18 (Paid)
to				
Marie Guillaume	P/T School Bus Monitor	West Orange	Medical	4/2/18-5/09/18 (Paid) 5/10/18- 6/22/18 (Unpaid)
Karolina Cywa	Payroll Administrator	Hoffmans Crossing	FMLA	3/15/18 - TBD (paid)
to				
Karolina Cywa	Payroll Administrator	Hoffmans Crossing	FMLA	3/15/18-5/23/18 (paid)

**Representative Assembly Meeting  
June 5, 2018  
MINUTES**

Veronica Jones-Muhammed	P/T School Bus Driver	West Orange	Medical	4/4/18-4/27/18 (Paid) 4/30/18- TBD (Unpaid)
to				
Veronica Jones-Muhammed	P/T School Bus Driver	West Orange	Medical	4/4/18-4/27/18 (Paid) 4/30/18- 5/28/2018 (Unpaid)

**6 Resignations / Retirements / Terminations**

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective</u>
Mina Bahrami	P/T Teachers Assistant	Hunterdon County Polytech	Resignation	06/15/2018
Janell Lachner	P/T Teachers Assistant	Clinton Public School	Resignation	06/22/2018
Lisa Shields	P/T Teachers Assistant	Lebanon Township	Retirement	06/22/2018
Tracy Billings-Montervino	P/T Teachers Assistant	FRRSD	Resignation	06/22/2018
Kellie Mullen	P/T Teachers Assistant	FRRSD	Resignation	06/22/2018
Emily Zengel	P/T Teachers Assistant	Vineland @ East Amwell	Resignation	06/22/2018
Barbara DeMott	Bus Driver	Glen Gardner	Retirement	06/30/2018
Louis Johnson	Principal	ESC School	Retirement	07/01/2018

**7 Amend the Following Resignations / Retirements / Terminations**

Ronald DiSalvi	Custodian	West Amwell	Retirement	07/01/2018
to				
Ronald DiSalvi	Custodian	West Amwell	Retirement	09/01/2018

**MOTIONS PASSED UNANIMOUSLY**

**M PROFESSIONAL DEVELOPMENT**

1 Laurie Markowski moved, seconded by George Burdick to 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>
Director of Dev/Fin Services	NJ ASBO Conference	06/05/2018	\$275.00
Director School Services	Model School Conference	06/24/2018	\$695.00
Facilities Coordinator	Preventive Maintenance	07/07/2018	\$565.00

**MOTIONS PASSED UNANIMOUSLY**

**XIV UNFINISHED BUSINESS**

**XV NEW BUSINESS**

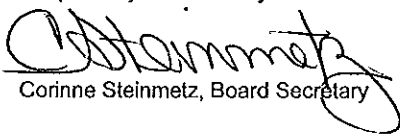
**XVI CITIZENS ADDRESS THE BOARD OF DIRECTORS**

A Charles Miller informed the Board of North County Library Art Show

**XVII ADJOURNMENT**

Jason Kornegay moved, seconded by Joseph Somers to adjourn the meeting. Since there was no further action to be taken, the meeting was adjourned at 5:30 pm

Respectfully submitted by:

  
Corinne Steinmetz, Board Secretary