

February 1, 2022
**BOARD OF DIRECTORS MEETING
 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 and virtually through Zoom electronic platform

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 adequate notice has been published in the The Courier News. This notice is also posted on the HCESC website and a copy has been sent to the county office.

II ROLL CALL

MEMBERS PRESENT

Charles Miller, President (EAST AMWELL)
 Jennifer Giordano (BEDMINSTER)
 Rainie Roncoroni (BETHLEHEM)
 Seth Cohen (CLINTON GLEN GARDNER)
 Mary Lyons (DELAWARE)
 Gerald Bowers (DELAWARE VALLEY REGIONAL)

Kari McGann (FLEMINGTON RARITAN)
 William Grippo (FRANKLIN-SOMERSET)
 Todd Bonsall (HUNTERDON VOCATIONAL)
 Donna Herbel (KINGWOOD)
 Jason Kornegay, Vice President (LEBANON TWP)
 Theresa Kane (MILFORD)

ADMINISTRATION PRESENT

Corinne Steinmetz (SUPERINTENDENT)
 Christina Greaves (PERSONNEL COORDINATOR)

Heidi Gara (SCHOOL BUSINESS ADMINISTRATOR)
 Jeanne Whalen (PARAPROFESSIONAL)

III CALL TO ORDER

President Charles Miller opened the meeting at 4:18 pm

Seth Cohen moved, seconded by Todd Bonsall to adopt the agenda

Vote, Yes: Unanimous

IV PRESENTATION / CITIZENS ADDRESS THE BOARD OF DIRECTORS

A Introduce Jeanne Whalen - Education Support Professional of the Year for FRRSD Robert Hunter School

Christina Greaves expressed her gratitude for the work that Ms. Whalen has performed with her students, she noted that it was nice to see her recognized for her work.

V APPROVAL OF MINUTES

A Todd Bonsall moved, seconded by Donna Herbel to approve the Board of Directors Minutes January 4, 2022 as submitted by Board Secretary

MOTION PASSED WITH MARY LYONS ABSTAINING

VI FINANCIAL REPORTS

No Action Items

VII LIST OF BILLS

A Kari McGann moved, seconded by Todd Bonsall to:

1	January 2022	\$142,725.80	Hand checks
2	January 14, 2022	\$9,385.00	Consultant Payroll
3	January 2022	\$940,401.39	Payroll
4	February 1, 2022 List of Bills	\$420,756.57	Computer Generated
5	February 1, 2022 List of Bills	\$32,384.99	Computer Generated - EANS
		\$1,545,653.75	TOTAL

MOTION PASSED UNANIMOUSLY

VIII CORRESPONDENCE / COMMUNICATION

- A Prescriptive Professional Development Flyer
- B Business Office Services Flyer
- C Thrive Correspondence

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

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X POLICY

No Action Items

XI SUPERINTENDENT'S REPORT

Ms. Steinmetz thanked the Maintenance staff for the amazing job at the Hoffman's Crossing Campus during recent weather events. She discussed EANS/NP School Funding and the MOA for the West Orange Terminal. Ms. Steinmetz noted that we are continuing to follow current COVID-19 guidelines as a part of our daily routine; we are fairing well. She thanked our local districts for working with us through the pandemic, everyone has been working well together.

- A ADMINISTRATION** No Action Items
- B EANS** No Action Items
- 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

William Grippo moved, seconded by Donna Herbel to approve items XI H, J & K to:

H PURCHASING

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

#	DISTRICT
727	Mountain Lakes, Borough of
728	Kean University
729	Hazlet, Township of
730	Ocean City, City of
731	Elk Township Board of Education

- 2 renew the Bus Parts & Repairs bid #HCESC-Trans-20-04, effective March 16, 2022 through March 16, 2024 with no changes
 3 award the Party Equipment Sales and/or Rental bid #HCESC-Cat-21-15, effective February 4, 2022 to February 4, 2024 per attachment

L&A Tent Rentals	10% Discount not including labor or delivery costs. Set up/Break down labor 35% total cost of 1 day or 1 week price (one time fee) Delivery \$6/mile from 08619 per truck required Pickup \$6/mile from 08619 per truck required, 10% off Sales Sussex, Morris, Warren, Somerset, Hunterdon, Middlesex, Mercer, Monmouth, Ocean, Burlington, Camden, Gloucester & Atlantic Counties
Alan Party & Tent Rentals (pending receipt of required documents)	10% discount off daily rental, 25% off weekly rental, 35% off monthly rental Delivery-\$96, Set-up-\$180, Break down-\$120, Pick-up-\$96, 10% off Sales Morris, Hudson, Passaic, Bergen & Essex Counties

- 4 award the Health and Sports Medicine Supplies & Equipment bid #210, effective January 25, 2022 through January 25, 2023 to School Health

I DEPARTMENT OF SCHOOL SERVICES

No Action Items

J TRANSPORTATION

- 1 purchase fuel from the following local supplier, Wex/FleetOne, at lowest price available, as needed, per NJSA 18A:18A-5; exception to requirements for advertising, (c) bids have been advertised on two occasions and no bids have been received on both occasions in response to the advertisements, effective January 14, 2022 through January 13, 2023
 2 provide Rodney Olivier training for Class B CDL License, with Passenger, School Bus and Air Brake endorsement, at a fee of \$1,000.00, effective January 14, 2022
 3 provide Marc Pompilus training for Class B CDL License, with Passenger, School Bus and Air Brake endorsement, at a fee of \$1,000.00, effective January 18, 2022
 4 provide Saintelus Prince training for Class B CDL License, with Passenger, School Bus and Air Brake endorsement, at a fee of \$1,000.00, effective January 26, 2022
 5 rescind Special Education Transportation Routes, approved at the August 24, 2021 Board of Directors Meeting, as listed:

Contracted Routes		August 25, 2021 to August 31, 2022			
Route#	Destination	Sending District	Contractor	Route Per Diem	Aide Per Diem
2201	Center School	Flem/Raritan, South Hunterdon	DVR	\$220.00	N/A

- 6 approve Special Education Transportation Routes, as listed:

Quoted Routes	September 1, 2021 - June 30, 2022

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Route#	Destination	Sending District	Contractor	Route Per Diem	Aide Per Diem
2201	Center School	Flem/Raritan, South Hunterdon	Cassidy Trans.	\$307.00	N/A

7 award of the sale of School Transportation Vehicles for Bid #22-07 as follows:

WEST ORANGE TERMINAL					
Make/Model	VIN #	Year / Vehicle #	Passenger	Top Offer	Results
Bluebird All American Front Engine (AAFE) Transit-Style	1BABGCKA06F230956	2006 / 336	54	\$1,563.00	Car Country USA
Bluebird All American Front Engine (AAFE) Transit-Style	1BABGCKA26F230957	2006 / 337	54	\$1,703.00	Car Country USA
Bluebird All American Front Engine (AAFE) Transit-Style	1BABGCKA46F230958	2006 / 338	54	\$1,603.00	Car Country USA
Bluebird All American Front Engine (AAFE) Transit-Style	1GBHG31F121224494	2004 / 455	16	\$1,001.00	Transport Motino

GLEN GARDNER TERMINAL					
Make/Model	VIN #	Year / Vehicle #	Passenger	Top Offer	Results
Bluebird Vision Conventional	1BAKFCKH66F231089	2006 / 2	54	\$703.00	Car Country USA
Bluebird Vision Conventional	1BAKFCKH26F231090	2006 / 9	54	\$703.00	Car Country USA
Bluebird Vision Conventional	1BAKFCKH35F226611	2005 / 21	54	\$703.00	Car Country USA
GMC/Bluebird Wheelchair	1GDHG31F3X1120118	2000 / V-03	8, W/C	\$458.00	Jersey One Auto

K PERSONNEL

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

1 approve West Orange Transportation Driver/Monitor Memorandum of Agreement, effective July 1, 2021-June 30, 2024, as follows:

Salary:	July 1, 2021	Increase \$1.00 per hour
	July 1, 2022	2.5% Increase
	July 1, 2023	2.5% Increase
Holiday Pay:	(1) additional paid holiday (New Year's Day) for total of 3 each year	
Bus Maintenance	July 1, 2021	\$15.00 per hour
	July 1, 2022	\$15.00 per hour
	July 1, 2023	\$15.00 per hour

CPI Remove language

2 Amend 10/5/2021 board motion:

from: Gwendolyn Carney, School Bus Monitor to \$18.39 / Hour - Rate Change, Effective 9/1/2021
to: Gwendolyn Carney, School Bus Monitor to \$18.39 / Hour - Rate Change, Effective 7/1/2021

3 Rescind appointment of Mia Baldwin, Teacher Assistant, Lebanon Township, approved at January 4, 2022 Board of Directors Meeting

4 Appointments*

Name	Position	Location	Rate/Salary	Effective On or About
Wismaill Guelce	School Bus Driver	West Orange	\$20.50/Hour	January 13, 2022
Pamela Brady	Instructor	Adult Programs and Services	\$36.00/Hour	January 17, 2022
Judite Cataldi	Instructor	Adult Programs and Services	\$36.00/Hour	January 17, 2022
Kevin Hargrove	School Bus Driver	West Orange	\$20.50/Hour	January 26, 2022
Mary Lotis Manlegro	Instructor	Adult Programs and Services	\$36.00/Hour	January 31, 2022

5 Resignations / Retirements / Terminations

Name	Position	Location	Reason	Effective On or About
Nadia Zakhary	Teacher Assistant	FRRSD	Resignation	January 5, 2022
Moriah Mylod-Daggett	Teacher Assistant	Holland Township School	Resignation	January 19, 2022
Pamela Brady	Instructor	Adult Programs and Services	Resignation	January 21, 2022
Karissa Mendez	Teacher Assistant	FRRSD	Resignation	January 26, 2022
Kelly Ruffa	Teacher Assistant	FRRSD	Resignation	January 31, 2022
Michelle Garner	Teacher Assistant	Clinton Public School	Resignation	February 4, 2022

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Diane Pierone

Dispatcher/School Bus Driver

Glen Gardner

Retirement

June 30, 2022

MOTIONS PASSED UNANIMOUSLY

L PROFESSIONAL DEVELOPMENT

No Action Items

XII UNFINISHED BUSINESS

XIII NEW BUSINESS

XIV CITIZENS ADDRESS THE BOARD

XV ADJOURNMENT

William Grippo moved, seconded by Donna Herbel to adjourn the meeting. Since there was no further action to be taken, the meeting adjourned at 4:39 pm

Respectfully submitted by:



Heidi Gara

SBA/Board Secretary