

**HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION  
BOARD OF DIRECTORS MEETING  
VIRTUAL MEETING HELD DUE TO COVID-19 SCHOOL CLOSURE  
May 5, 2020  
Agenda**

A REGULAR meeting of the Hunterdon County Educational Services Commission Board of Directors will be held virtually through electronic platform

ZOOM Meeting Instructions: [Zoom Link](https://us02web.zoom.us/j/82144540219?pwd=azFKWWN4dm9YMEcyeWJhaExmRk0yUT09) <https://us02web.zoom.us/j/82144540219?pwd=azFKWWN4dm9YMEcyeWJhaExmRk0yUT09>  
Meeting ID: 821 4454 0219  
Password: 6vjfQc

DIAL by location: 929 436 2866 US (New York) 669 900 6833 US (San Jose)  
301 715 8592 US (Germantown) 253 215 8782 US (Tacoma)  
312 626 6799 US (Chicago) 346 248 7799 US (Houston)  
Meeting ID: 821 4454 0219  
Password: 876233

**I OPEN PUBLIC MEETING STATEMENT**

This meeting is being 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**

**III CALL TO ORDER - FLAG SALUTE**

**IV CITIZENS ADDRESS THE BOARD OF DIRECTORS**

**V APPROVAL OF MINUTES**

A Motion to approve Representative Assembly Board Minutes March 3, 2020, as submitted by Board Secretary [Attachment V Minutes March 2020](#)

**VI FINANCIAL REPORTS**

A Motion to approve the line item transfers and budget appropriations for the period of March 1-31, 2020 (Adj # 205-219) [Attachment VI A Transfers](#)  
B Motion to approve the unaudited February 2020 Board Secretary Report  
1 Fund 10, Fund 20 & Fund 40 [Attachment VI B1 BSR-Feb 2020](#)  
2 Fund 60 & Fund 80 [Attachment VI B2 BSR-Feb 2020](#)  
3 Cash Report [Attachment VI B3 BSR-Feb 2020](#)  
C Motion to approve the unaudited March 2020 Board Secretary Report  
1 Fund 10, Fund 20 & Fund 40 [Attachment VI C1 BSR-March 2020](#)  
2 Fund 60 & Fund 80 [Attachment VI C2 BSR-March 2020](#)  
3 Cash Report [Attachment VI C3 BSR-March 2020](#)  
D Motion to approve the line item transfers and budget appropriations for the period of February 29, 2020 (Adj # 204) [Attachment VI D Transfers-Feb 2020](#)  
E Motion to approve the line item transfers and budget appropriations for the period of April 1-30, 2020 (Adj # 220-238) [Attachment VI F Transfers-April 2020](#)  
F Motion to approve the unaudited April 2020 Board Secretary Report  
1 Fund 10, Fund 20 & Fund 40 [Attachment VI F1 BSR-April 2020](#)  
2 Fund 60 & Fund 80 [Attachment VI F2 BSR-April 2020](#)  
3 Cash Report [Attachment VI F3 BSR-April 2020](#)

**VII LIST OF BILLS**

A Motion to approve the following list of bills:

1	March 2020	\$1,101,440.31	Payroll	<a href="#">Attachment VII A1 Payroll-March 2020</a>
2	March 2020	\$10,058.14	Hand checks	<a href="#">Attachment VII A2 Handchecks-March 2020</a>
3	March 13, 2020	\$5,993.00	Consultants	<a href="#">Attachment VII A3 Consultants-March 2020</a>
4	April 10, 2020 List of Bills	\$743,801.62	Computer Generated	<a href="#">Attachment VII A4 LOB-April 2020</a>
5	April 10, 2020	\$4,953.00	Consultants	<a href="#">Attachment VII A5 Consultants-April 2020</a>
6	April 2020	\$998,698.76	Payroll	<a href="#">Attachment VII A6 Payroll-April 2020</a>
7	April 2020	\$197,549.21	Hand checks	<a href="#">Attachment VII A7 Handchecks-April 2020</a>
8	May 5, 2020 List of Bills	\$477,623.11	Computer Generated	<a href="#">Attachment VII A8 LOB-May 2020</a>
		<u>\$1,861,293.07</u>	TOTAL	

**VIII CORRESPONDENCE / COMMUNICATION**

A March 2020 Teacher Assistant Newsletter [Attachment VIII A](#)

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**IX COMMITTEE MEETINGS**

- |                                       |                            |
|---------------------------------------|----------------------------|
| A Building and Grounds, did not meet  | E Personnel, did not meet  |
| B Programs and Services, did not meet | F Finance, did not meet    |
| C Public Relations, did not meet      | G Executive, April 7, 2020 |
| D Policy, did not meet                |                            |

**X POLICY** No Action Items

**XI SUPERINTENDENT'S REPORT**

**A ADMINISTRATION**

- Motion to ratify authorization for administration to continue payment of salaries to existing personnel and service providers while schools remain closed due to the coronavirus, as approved by executive committee April 7, 2020
- Motion to approve the submission of grant application for the 2020 Safety Grant Program through the New Jersey School Boards Association Insurance Group's ERIC - West Sub Fund for the purpose of facility and security improvements, as described in the application in the amount of \$35,400 to be used during the 2020-21 school year.
- Motion to approve 2020-21 12-Month Calendar [Attachment XI A3 2020-21 12-Month Calendar](#)

**B SCHOOLS** 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

**H PURCHASING**

Motion to ratify action items H 1 and H 2 approved by Executive Committee on April 7, 2020 to:

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

#	<u>DISTRICT</u>
624	Hampton Township Board of Education (Sussex)
625	Millville Board of Education
626	Somerville, Borough of
- extend the Technology Installation & Integration RFP #15/16-Tech-01 for an additional six (6) months, effective May 13, 2020 to November 13, 2020 due to the State of Emergency declared by Governor as a result of the Covid-19 virus.
- Motion to accept the following districts as members of the HCESC Purchasing Cooperative:

#	<u>DISTRICT</u>
627	Milltown, Borough of
628	Brookdale Community College

**I DEPARTMENT OF SCHOOL SERVICES** No Action Items

**J TRANSPORTATION**

- Motion to authorize administration to renegotiate transportation contracts in accordance with A3904/S2337 signed into law by Governor Murphy on April 14, 2020
- Motion to authorize administration to renegotiate jointure agreements in accordance with A3904/S2337 signed into law by Governor Murphy on April 14, 2020
- Motion to award sale of School Transportation Vehicles for Bid #20-04, to Shorter Tyme Transportation as follows: [Attachment XI J2 Bid 20-04](#)

**West Orange Terminal**

#	VIN	Year	Passenger	Make/Model	Top Offer	Results
316	1BAAGCPA84F212772	2004	54	BlueBird TC2000 Front Engine Transit-Style Bus	\$2,501.99	ACCEPT

- Motion to purchase the following School transportation Vehicles, as negotiated, per 18A:18A-5b:

#	VIN	Year	Passenger	Make/Model	Price	From District
317	4UZABRDU7FCFX0762	2015	54	Thomas C2	\$45,000.00	Kinnelon Board of Education

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100	4UZABRDU2JCJG1862	2018	54	Thomas C2	\$75,000.60	Marion P. Thomas Charter School
101	4UZABRDU6JCJG1864	2018	54	Thomas C2	\$75,000.60	Marion P. Thomas Charter School

5 Motion to authorize administration to advertise for Lease Purchase in 2020-21 Budget, for the above mentioned transportation vehicles in the amount of \$195,001.20

**K PERSONNEL**

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

1 to approve 2020 - 2021 staff renewals

[Attachment XI K1 2020 - 2021 Staff Renewal](#)

**2 Leaves of Absence\***

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective On or About</u>
Ivette Shoemaker	Teachers Assistant	FRRSD	Personal	Starts 3/9/2020-3/13/2020 Unpaid
<i>*pending completion of required paperwork</i>				

**3 Resignations / Retirements / Terminations**

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective On or About</u>
LaTanya Irving	P/T School Bus Driver	West Orange	Resignation	03/10/2020

**L PROFESSIONAL DEVELOPMENT** No Action Items

**XII UNFINISHED BUSINESS**

**XIII NEW BUSINESS**

**XIV CITIZENS ADDRESS THE BOARD**

**XV ADJOURNMENT**