

VA, 12/4/12

HUNTERDON COUNTY
EDUCATIONAL SERVICES COMMISSION
Board of Directors Meeting
November 13, 2012
MINUTES

A regular meeting of the Hunterdon County Educational Services Commission Board of Directors was held in the Adult Literacy Building (Rm 205), 215 Route 31, Flemington, New Jersey on Tuesday, November 13, 2012

I. OPEN PUBLIC MEETING STATEMENT

The meeting was officially advertised in the Hunterdon County Democrat, The Courier News and with the County Clerk.

II. ROLL CALL

BOARD MEMBERS

- | | |
|--|-------------------------------|
| Charles Miller (E AMWELL), President | Kim Metz (HUNTERDON POLYTECH) |
| William Moebus (HOLLAND), V. President | Jason Komegay (LEBANON TWP) |
| Tom Bruhl (DELAWARE) | Teresa Kane (MILFORD) |
| William Martin (DEL-VAL REG) | David Livingston (READINGTON) |
| Greg Nolan (FLEMINGTON RARITAN REG) | John Dupuis (W AMWELL) |

ADMINISTRATION / STAFF PRESENT

- | | |
|--------------------------------------|---|
| Dennis Cox (SUPERINTENDENT) | Andrea Romano (SCHOOL DIRECTOR) |
| Corinne Steinmetz (SCHOOL BUS ADMIN) | Pam Mills (DIRECTOR OF SCHOOL SERVICES) |

III. CALL TO ORDER

At 4:20 pm in the Adult Literacy Building, 215 Route 31 Flemington, New Jersey, Board President Charles Miller called the meeting to order.

IV. CITIZENS ADDRESS THE BOARD OF DIRECTORS

REVISED AGENDA

William Moebus moved, seconded by Greg Nolan to approve agenda with added items, as highlighted
MOTION APPROVED UNANIMOUSLY

V. APPROVAL OF MINUTES

A William Moebus moved, seconded by William Martin to approve the minutes of the October 2, 2012 Board of Directors meeting, respectfully submitted by the Board Secretary.
MOTION APPROVED UNANIMOUSLY

VI. FINANCIAL REPORTS

William Moebus moved, seconded by William Martin to:
A approve the line item transfers and budget appropriations for the month of October 2012
B approve the October 2012 Board Secretary Report
MOTIONS APPROVED UNANIMOUSLY

4:20 pm - Tom Bruhl arrives

VII LIST OF BILLS

A William Moebus moved, seconded by Jason Kornegay to approve the following list of bills:

- | | | |
|---|-------------------|--------------------------|
| 1 | November 13, 2012 | Computer Generated |
| 2 | October 2012 | Handchecks |
| 3 | October 15, 2012 | Consultant Handchecks |
| 4 | October 2012 | Payroll |
| 5 | November 15, 2012 | Consultants |
| 6 | November 13, 2012 | ADDED Computer Generated |

MOTIONS APPROVED UNANIMOUSLY

VIII CORRESPONDENCE

- A ERIC West 2012 Safety Grant Award through NJSBAIG
- B 2012 Safety Award from NJSBAIG
- C Superintendent search - meeting in the upcoming weeks to review candidate pool and determine recommendation of individuals to be interviewed

IX COMMITTEE MEETINGS for November 2012:

	<u>Next Mtg. Date</u>	<u>Next Mtg. Time</u>	<u>Location</u>
A Building and Grounds, presented by David Livingston Dennis Cox, Superintendent updated the Board on effects of Super Storm Sandy Tree Removal at Tewksbury Academy Power outage at schools - closed October 29 through November 9, 2012 Transportation terminals closed October 29 through November 2, 2012 Water leak in fire system at West Amwell School - approval for emergency repair recommended	11/18/2012	3:30 PM	Flemington
B Programs and Services, presented by David Livingston Dennis Cox, Superintendent discussed presentation at Atlantic City convention regarding Teacher Assistant Outsourcing. Overall feedback was positive, Teresa Kane agreed and despite the time slot, our attendance was compatible to other workshops. Overall message was difficult times requires being open to alternative options.	11/19/2012	4:30 PM	Flemington
C Public Relations, presented by Kim Metz	11/15/2012	3:00 PM	Flemington
D Policy, presented by Bill Moebus	11/15/2012	4:00 PM	Flemington
E Personnel, did not meet	11/27/2012	3:00 PM	Tewksbury
F Finance, did not meet	11/27/2012	4:00 PM	Tewksbury
G Executive, did not meet	11/27/2012	5:00 PM	Tewksbury

X SUPERINTENDENT'S REPORT

William Moebus moved, seconded by Greg Nolan to approve agenda items XA and XB to:

A ADMINISTRATION

- 1 approve the purchase or contract for services, without public advertising for bids due to the State of Emergency and occurrences of Hurricane Sandy, that may affect the health, safety or welfare of our students or our member district students. Immediate delivery of materials, supplies and/or the performance of work is required, but not limited to, the following in order to provide a safe and appropriate environment:
 - Tree Service to remove trees and debris from property
 - Fuel for transportation, facilities and generator
 - Food for student breakfast and lunch

- 2 accept 2012 NJSBAIG Eric West Safety Grant in the amount of \$44,000.00
- 3 revise the 2012-13 12-Month calendar to support emergency closings

4 approve In Class Support Teacher Services at the following rates:

Teacher with Certificate of Eligibility	\$33.50/hour
Teacher with 1 – 2 year Experience	\$36.00/hour
Teacher with 3 – 5 years Experience	\$45.00/hour
Teacher with 5+ years Experience	\$54.00/hour

B SCHOOLS

1 revise the 2012-13 SCHOOL calendar to support professional development trainings for evaluation systems and emergency school closings

2 hire S.A. Comunale for emergency assessment and repair of a leak in the fire sprinkler system at ESC School - West Amwell at the following estimated costs:

Assessment / Consultation	\$ 240.00
Labor	\$ 1,696.00
Material and Equipment	\$ 471.00
TOTAL	<u><u>\$ 2,407.00</u></u>

MOTIONS APPROVED UNANIMOUSLY

William Moebus moved, seconded by William Martin to approve agenda items XC, XD and XE to:

C TRANSPORTATION

1 rent school buses to Timothy Christian School for the 2012-2013 school year at a rate of \$100.00 per day

2 approve Special Education Transportation Routes, as follows:

QUOTED ROUTES

<u>Route #</u>	<u>Destination</u>	<u>Contractor</u>	<u>Daily Rate</u>
1326T	Union Twp Elementary	Snyder Bus	\$130.00
1327T	ESC West Amwell	Leh's Transportation	\$157.00
1328T	North Hunterdon H.S.	ESC	\$56.00
1329T	Robert Hunter	Kensington	\$229.00

3 approve Parental Contract with Barbara Madaras for \$884.00 per annum for Nonpublic School Transportation Services for her son.

4 contract with Robert Nusbaum as Transportation Sales Consultant at the following commission rates:

PERCENTAGE BASED ON MONTHLY SALES, AS FOLLOWS

<u>From</u>	<u>To</u>	<u>%</u>	<u>Minimum</u>	<u>Maximum</u>
\$ 1	\$ 10,000	8%	\$ 0.08	\$ 800.00
\$ 10,001	\$ 20,000	7%	\$ 700.07	\$ 1,400.00
\$ 20,001	\$ 30,000	6%	\$ 1,200.06	\$ 1,800.00
\$ 30,001	\$ 40,000	5%	\$ 1,500.05	\$ 2,000.00
\$ 40,001	and up	4%	\$ 1,600.04	\$ 2,000.00

5 approve 2012-13 Charter Rate for West Orange School District at prior year rate of \$68.84.

6 rent school buses to Frankford BOE for the 2012-2013 school year at a rate of \$120.00 per day, with an option to purchase with 50% of rental payment to be applied toward purchase price if vehicle is purchased prior to June 30, 2013

- 7 contract with Johnson & Urban, LLC as Electrical Engineer at a rate of \$4,500.00 to design system and obtain quotes to upgrade electrical system at West Orange Garage in order to meet specification requirements

D PURCHASING

- 1 increase the Purchasing Budget \$5,000.00
- 2 renew the following bids:
 - Technology Supplies & Accessories Bid #139-3 effective 11/8/12 through 11/7/13 to ePlus Technologies
 - Assessment & Data Management System for Students & Teachers #TEC-05-RFP to LinkIt effective 11/1/12 through 10/31/13
 - Rescind the award for the Reconditioned Athletic Uniforms & Equipment #137 to Anaconda Sports for failure to submit required documents

E ADULT BASIC EDUCATION

- 1 apply for Literacy4Jersey grant for up to \$150,000 funding to expand existing literacy programs

MOTIONS APPROVED UNANIMOUSLY

F DEPARTMENT OF SCHOOL SERVICES - NO ITEMS

G PERSONNEL

William Moebus moved, seconded by William Martin to approve the following personnel items, as recommended by the Superintendent:

Schools

approve John Mills, Part-Time Teacher Assistant, at a rate of \$17.73/hr., effective November 14, 2012

approve Laura Steiner, (TOSD with BS in Biology), Teacher, at an annual rate of \$41,000 (pro-rated), effective November 26, 2012

West Orange

terminate Jean Tilus, Part-Time School Bus Driver, effective October 23, 2012

approve FMLA request of Jenniea Williams, Part-Time Bus Driver, effective October 16, 2012 through December 17, 2012

approve Dervon Miller, Part-Time Bus Driver, at a rate of \$15.25/hr., effective October 29, 2012

terminate Jean Elie Turlias, Driver, effective October 26, 2012

approve the written resignation of Klaus Mannes, Part-Time Bus Driver, effective November 5, 2012

approve the retirement request of Pierre Valsaint, Part-Time Bus Driver, effective November 30, 2012

Glen Gardner

approve the verbal resignation of Jeffrey Marsh, Part-Time School Bus Driver, effective October 8, 2012

approve FMLA request of Michelle Chiltonik, Part-Time School Bus Driver, effective October 10, 2012

change Melissa DeBatt from a substitute aide to an aide at a rate of \$10.55 per hour, effective November 1, 2012

Adult Basic Education

increase salary of Victoria Szymanski, Instructor, to an annual salary of \$7899, due to additional class assignment, effective September 1, 2012

Department of School Services

approve the FMLA request of Elizabeth Knapp, Speech Teacher, effective September 10, 2012

accept the written resignation of James Rinaldi, Part-Time Off Site Teacher Assistant, effective October 19, 2012

accept the Leave of Absence request, to act as a maternity replacement, of Nadine Ciasulli, Part-Time Off Site Teacher Assistant, effective November 5, 2012 through April 13, 2013

accept the written resignation of Melissa Carver, Part-Time Off Site Teacher Assistant, effective November 9, 2012

accept the request to extend the Leave of Absence of Renee Chorun, Part-Time Off Site Teacher Assistant, through June 30, 2013

approve the following Part-Time Off Site Teacher Assistants, at specified rate, not to exceed 32.5 hours per week, pending completion of required paperwork, as needed, as assigned, effective October 24,

Amy Honchar \$15.55/hr.

Sarah Carlon \$15.55/hr.

Carol Griffin-Howell \$15.55/hr.

approve Barbara Liedel, Part-Time Home Instructor, at a rate of \$35/hr. for public school services, \$28/hr. for non public school services, non-pensionable, effective October 24, 2012

approve the following list of Consultants for the 2012-2013 school year, at board approved rates, as needed, as assigned, effective September 1, 2012:

Learning Disabilities Teacher Consultants:

Alicia Conklin

Bernice Levine

Ann Marie Lombardo

Delia Gardner

Cindy Woodall

Daniel Dryzga

Psychologists:

Valerie Torquati-Benton

Marie Bryant

Carolyn Regan

Kerry Ritter

Laura Marchese

Marge Meyer

Social Worker:

Maria McHugh

Beverly Asaro/Police Management

Walter Howard

Rosemary Braniff

Speech/Language Therapist:

Molly Sick

approve Amanda Shepherd, Part-Time Off Site Teacher Assistant, at a rate of \$17.73/hr. effective November 14, 2012 pending receipt of NJ Teaching Certificate. If NJ Certificate is not received by January 1, 2013, rate will be reduced to \$15.55/hr.

approve the written resignation of Kristopher Knechel, Part-Time Off Site Teacher Assistant, effective November 21, 2012

approve the following list of consultants for Homework Club Program services at St. Matthias School, Franklin (S), at a rate of \$60/hr., not to exceed 30 hours, as needed, as assigned, contingent on available funding, effective November 15, 2012:

Darlene Galtieri, Teacher

Barbara Sury, Teacher

Jeanne Miller, Teacher

Joseph Gidaro, Teacher

approve the following list of Teachers for Homework Club Program services at St. Matthias School, Franklin (S), at a rate of \$60/hr., not to exceed 30 hours, as needed, as assigned, contingent on available funding, effective November 15, 2012:

Deborah Szwarc

Michelle Capano-Morley

Barbara Liedel

Teen Arts

approve the following list of Consultants to work with Hunterdon County Schools to meet the requirements of Teen Arts Grant for the 2012 LAP Block and Special Projects Grants:

Christian Gianelli, Photographer	up to \$1500	Sandra Dachow, Instrumental	up to \$1000
Nathan Morgan, Singer/Actor	up to \$500	Paul Jennis, Visual Artist	up to \$750
Marisol Green, Singer	up to \$500	LeDerick Horne, Writer	up to \$500
Ted Brancato, Jazz Musician	up to \$500	Bob Beck, Visual Artist	up to \$750
Mark Roxey, Roxey Ballet Co.	up to \$4000		

Discussion: Andrea Romano, School Director explained programming will be provided in various districts throughout Hunterdon County

MOTIONS APPROVED UNANIMOUSLY

H PROFESSIONAL DEVELOPMENT

1 William Moebus moved, seconded by John Dupuis to approve the following staff members for professional development workshops:

<u>Position</u>	<u>Workshop</u>	<u>Date</u>	<u>Cost</u>
ABE Director	Literacy 4 Jersey NGO Technical Assistance	10/15/12	Free
Teacher	Economic Demise of the Soviet Union	12/13/12	Free
School Director	School Wide Recovery Following Catastrophic Events	12/11/12	\$20.00
S.A.C	Trauma in the Individual	12/11/12	\$30.00
School Social Worker	Trauma in the Individual	12/11/12	\$30.00
Counselor	The Bullying/Suicide Connection	12/11/12	\$30.00
(2) Administrators	MOSS Training	10/19/12	Free
Teacher	After the Holocaust - The Courage to Rebuild	10/31/12	Free
(2) Teachers	Current Issues in Special Education	11/29/12	Free
Teacher	Understanding Tourette Syndrome	11/1/12	Free
Social Worker	Hunterdon Prevention Resources Fall Conference	10/25/12	\$50.00
Speech Teacher	ADHD Processing Disorders	11/14/12	\$189.00
Administrator	Principal Evaluations	11/13/12	Free
(3) Directors			
(1) Principal	Training on Danielson Framework for Teaching	12/10/12,	
(2) Vice Principals		12/11/12 &	\$3,045.00
(2) Supervisors		1/16/13	

MOTION APPROVED UNANIMOUSLY

I POLICY - No action items

J HARASSMENT INTIMIDATION & BULLYING - NONE

XI OLD BUSINESS - NONE

XII NEW BUSINESS

A 2012 Audit Review, presented by Corinne Steinmetz, SBA

B Members invited to Thanksgiving Feast

Tuesday, 11/20 - ESC School at West Amwell

Wednesday, 11/21 - ESC Academy at Tewksbury

XIII CITIZENS ADDRESS THE BOARD OF DIRECTORS

XIV ADJOURNMENT

William Moebus moved, seconded by David Livingston to adjourn the meeting. Since there was no further items to discuss the meeting was adjourned at 5:15 pm

Respectfully submitted by:

Corinne Steinmetz
SBA/Board Secretary