

BOARD OF DIRECTORS MEETING

April 4, 2017

Minutes

A REGULAR meeting of the Hunterdon County Educational Services Commission Board of Directors was held in the Adult Literacy Building, 8 Bartles Corner Rd, Suite 205, Flemington, New Jersey on Tuesday, April 4, 2017

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 was 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	Jason Kornegay (LEBANON TWP), Vice President
Jennifer Giordano (BEDMINSTER)	Seth Cohen (CLINTON BORO/GLEN GARDNER)
Linda Ubry (DELAWARE)	Joseph Somers (HOLLAND)
Kevin Gillman (HUNTERDON COUNTY VOCATIONAL)	Donna Herbel (KINGWOOD)
Teresa Kane (MILFORD)	Jennifer Sigler (UNION)

ADMINISTRATION / STAFF PRESENT

Marie B. Gorey (SUPERINTENDENT)	Corinne Steinmetz (SCHOOL BUS ADMIN)
---------------------------------	--------------------------------------

III. CALL TO ORDER

At 4:17 pm at the Adult Literacy Building, 8 Bartles Corner Rd, Suite 205, Flemington, New Jersey, Board President Charles Miller called the meeting to order

Linda Ubry moved, seconded by Kevin Gillman to adopt the agenda

MOTION PASSED UNANIMOUSLY

At 4:18 pm Joseph Somers Arrived

IV. CITIZENS ADDRESS THE BOARD OF DIRECTORS

V. APPROVAL OF MINUTES

Jason Kornegay moved, seconded by Joseph Somers to:

- A approve the March 7, 2017 Representative Assembly Meeting minutes, respectfully submitted by the Board Secretary
- B approve the August 23, 2016 Session 1 Board of Directors Executive minutes, respectfully submitted by the Board Secretary
- C approve the August 23, 2016 Session 2 Board of Directors Executive minutes, respectfully submitted by the Board Secretary
- D approve the October 4, 2016 Board of Directors Executive minutes, respectfully submitted by the Board Secretary
- E approve the December 6, 2016 Board of Directors Executive minutes, respectfully submitted by the Board Secretary

MOTIONS PASSED UNANIMOUSLY

VI. FINANCIAL REPORTS

Kevin Gillman moved, seconded by Jason Kornegay to:

- A approve the line item transfers and budget appropriations for the period of March (Adj #193 - 210)
- B approve the unaudited March 2017 Board Secretary Report

MOTIONS PASSED UNANIMOUSLY

VII. LIST OF BILLS

A Jason Kornegay moved, seconded by Kevin Gillman to approve the following list of bills:

1	March 2017	\$753,883.17	Hand checks
2	March 2017 Payroll	\$1,049,648.97	Payroll
3	April 4, 2017 List of Bills	\$364,684.14	Computer Generated
		<u>\$2,168,216.28</u>	

MOTION PASSED UNANIMOUSLY

VIII. CORRESPONDENCE/COMMUNICATION

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 3, 2017 |
| D Policy, did not meet | |

X. SUPERINTENDENT'S REPORT, presented by Marie Gorey

Marie Gorey reported 2 bus accidents

Discussed statutory requirements of medical payments (auto insurance, medical insurance, district, HCESC)

Thanked the Board for attendance at Representative Assembly meeting

Continued conversation regarding restructuring and addressing the financial concerns in the school program

Update on animals: Alpacas, goats, hens

BOARD OF DIRECTORS MEETING
April 4, 2017
Minutes

A ADMINISTRATION

Jason Kornegay moved, seconded by Seth Cohen to:

- 1 authorize administration to award VOIP to lowest responsible respondent of quotes, effective July 1, 2017

MOTION PASSED UNANIMOUSLY

B SCHOOLS (no action items)

C HOFFMANS CROSSING (no action items)

D TECHNOLOGY (no action items)

E ADULT BASIC EDUCATION

Jason Kornegay moved, seconded by Joseph Somers to:

- 1 apply for the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education discretionary grant program, as Lead Agency of the Hunterdon/Somerset Consortium, in the amount of \$342,100.00, starting July 1, 2017 through June 30, 2018

MOTION PASSED UNANIMOUSLY

F PARAPROFESSIONALS (no action items)

G LEASE PURCHASING (no action items)

H PURCHASING

Kevin Gillman moved, seconded by Jason Kornegay to:

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

#	<u>DISTRICT</u>
423	Remove Education Information & Resource Center (EIRC)
423	Roseland Board of Education
426	Delsea Regional Board of Education
427	West Milford, Township of

- 2 authorize administration to award the Interactive Technology for Classrooms & Meeting Rooms #HCESC-CAT-17-02, effective April 10, 2017 through April 9, 2019, to be ratified at the May 2, 2017 Board of Directors meeting
- 3 authorize administration to award the LED Lighting Supplies & Equipment Bid #HCESC-CAT-17-03 effective April 20, 2017 through April 19, 2019, to be ratified at the May 2, 2017 Board of Directors meeting
- 4 award the Bus Surveillance & Security Bid #184, effective April 17, 2017 through April 16, 2018 as follows:

IVS, Inc. dba AngelTrax	Technotime Business Solutions, LLC
-------------------------	------------------------------------

MOTIONS PASSED UNANIMOUSLY

I DEPARTMENT OF SCHOOL SERVICES (no action items)

J TRANSPORTATION

Linda Ubry moved, seconded by Teresa Kane to:

- 1 approve Interlocal Vehicle Sale Agreement with Somerville Public School District Board of Education, effective March 21, 2017 through June 21, 2017, for HCESC to sell their used school vehicles, as needed, for an administrative fee of 10% of the sale price
- 2 approve Interlocal Vehicle Sale Agreement with Kinneelon Public School District Board of Education, effective March 23, 2017 through June 23, 2017, for HCESC to sell their used school vehicles, as needed, for an administrative fee of 10% of the sale price
- 3 approve charter transportation for Rutgers University, Upward Bound Program, at a rate of \$337.50, on April 13, 2017
- 4 approve the purchase of transportation vehicles for the 2017-18 Budget year, as described below:

Qty	Location	Description	Vendor	Price	Total	Bid #
3	Glen Gardner	2018 Thomas 54 Passenger Bus	H.A. DeHart	\$98,591.00	\$295,773.00	#HCESC-Trans-17-01b
4	West Orange	2018 Thomas 54 Passenger Bus	H.A. DeHart	\$104,388.50	\$417,554.00	#HCESC-Trans-17-01b
1	West Orange	2018 Thomas 19 Passenger +3 WC	H.A. DeHart	\$68,005.68	\$68,005.68	#HCESC-Trans-17-01b
2	West Orange	2018 Thomas 24 Passenger Van	H.A. DeHart	\$58,412.44	\$116,824.88	#HCESC-Trans-17-01b
2	Glen Gardner	2018 Thomas 24 Passenger Van	H.A. DeHart	\$58,412.44	\$116,824.88	#HCESC-Trans-17-01b

- 5 authorize administration to advertise for Lease Purchase for (12) 2018 Thomas vehicles in the amount of \$1,014,982.44
- 6 approve Interlocal Vehicle Sale Agreement with West Orange School District Board of Education, effective April 4, 2017 through June 30, 2017, for HCESC to sell their used school vehicles, as needed, for an administrative fee of 10% of the sale price
- 7 approve Interlocal Vehicle Sale Agreement with Mount Olive School District Board of Education, effective April 4, 2017 through June 30, 2017, for HCESC to sell their used school vehicles, as needed, for an administrative fee of 10% of the sale price

MOTIONS PASSED UNANIMOUSLY

BOARD OF DIRECTORS MEETING

April 4, 2017

Minutes

K PERSONNEL

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

1 Appointments*

approve the following 2016-2017 appointment(s):

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Rate/Salary</u>	<u>Effective On or About</u>
Nancy DeVincenzo	PT Teacher Assistant	Franklin Township School	\$15.75/hour	03/13/2017
Regina Davis	Substitute School Nurse	ESC WA	\$33.00/hour	03/13/2017
Kyla Figgs	PT Transportation Maintenance	Glen Gardner	\$15.00/hour	03/15/2017
Darius Figgs	PT Transportation Maintenance	Glen Gardner	\$15.00/hour	03/15/2017
Louella Anderson	PT Bus Monitor	West Orange	\$14.75/hour	03/20/2017
Toni Ryan	PT Bus Monitor	West Orange	\$14.75/hour	03/24/2017
Lindsey Schmidt	PT Teacher Assistant	Lebanon Township	\$15.75/hour	03/27/2017
Isabel Esparza	PT Teacher Assistant	FRSD	\$15.75/hour	03/28/2017
Annette Mitchell	PT Teacher Assistant	FRSD	\$15.75/hour	03/28/2017
Donel Pompilus	PT Bus Driver	West Orange	\$20.50/hour	04/04/2017

*pending completion of required paperwork

2 Leaves of Absence (LOA)*

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective</u>
Joanne Budnick	PT Teacher Assistant	HCVSD	Personal (unpaid)	03/22/2017 - 05/04/2017
Kellie Mullen	PT Teacher Assistant	FRSD	Medical (paid)	03/24/2017 - 05/02/2017

*pending completion of required paperwork

3 amend the following 2016-17 appointments approved at March 7, 2017 Representative Assembly meeting:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective</u>
Ronald DiSalvi	Custodian	ESC WA	FMLA (paid)	02/14-2017 - TBD
to read				
Ronald DiSalvi	Custodian	ESC WA	FMLA (paid)	02/14-2017 - 03/13/2017

4 Resignations / Retirements / Terminations

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective</u>
Connie Dean	PT Bus Monitor	GG	Resignation	02/10/2017
Dara Kalnas	PT Bus Driver	GG	Resignation	02/23/2017
Michelle Bowman	PT Bus Driver	GG	Resignation	03/01/2017
Madison Perkins	PT Teacher Assistant	FRSD	Resignation	03/10/2017
Cheryl Hart	ABE Receptionist	Flemington	Termination	03/28/2017
William York	Instructor	Hoffmans	Termination	04/10/2017

5 authorize administration to hire (2) two Temporary Seasonal Staff positions.

MOTIONS PASSED UNANIMOUSLY

L PROFESSIONAL DEVELOPMENT

Jason Kornegay moved, seconded by Jennifer Giordano to:

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>
Superintendent	NJASA/NJPSA Women's Leadership Conference	3/30/17 - 3/31/17	\$325.00
ABE Instructors (2)	Building Cultural Competence	4/7/17	\$20.00/each
Superintendent	NJASA Spring Conference	5/17/17 - 5/19/17	\$525 Registration, Hotel \$210 and Parking/Meals est. at \$200
ABE Coordinator	NJALL Annual Conference	5/19/17	\$100.00

MOTIONS PASSED UNANIMOUSLY

XI UNFINISHED BUSINESS

XII NEW BUSINESS

A. Discussed Bloomsbury Board of Education's recent discussion of potential consolidation with Stewartville School District

B Upcoming activities at Hoffmans Campus (details on website)

- 1 Summer Camp at Hoffmans
- 2 15K Run (Beautiful Beast)
- 3 HOFNOD
- 4 Fishing Derby

BOARD OF DIRECTORS MEETING

April 4, 2017

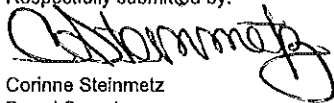
Minutes

XIII CITIZENS ADDRESS THE BOARD OF DIRECTORS

XIV ADJOURNMENT

Jason Kornegay moved to adjourn the meeting. Since there was no further action to be taken the meeting was adjourned at 4:39 pm.

Respectfully submitted by:



Corinne Steinmetz
Board Secretary