

REPRESENTATIVE ASSEMBLY MEETING

June 6, 2017

MINUTES

A REGULAR meeting of the Hunterdon County Educational Services Commission Representative Assembly was held at the ESC Academy, 37 Hoffmans Crossing Rd, Califon, New Jersey on Tuesday, June 6, 2017

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
Jason Kornegay, Vice President (LEBANON TWP)
Dr. Gregory Farley (BETHLEHEM) via phone
Maria Eppolite (BLOOMSBURY) via phone
Jason Kornegay (CALIFON)
Seth Cohen (CLINTON/GLEN GARDNER)
Linda Ubry (DELAWARE)
Michael Estrada (HIGH BRIDGE)

Joseph Somers (HOLLAND)
Kevin Gillman (HUNTERDON VOCATIONAL)
Donna Herbel (KINGWOOD) via phone
Teresa Kane (MILFORD)
John Melick (NORTH HUNTERDON/VOORHEES) 4:27 pm
Cheryl Filler (READINGTON) via phone
Jennifer Sigler (UNION)

ADMINISTRATION / STAFF PRESENT

Marie B. Gorey (SUPERINTENDENT)

Corinne Steinmetz (SCHOOL BUS ADMIN)

III. CALL TO ORDER

4:20 pm at the ESC Academy at 37 Hoffmans Crossing Rd, Califon, Board Secretary Corinne Steinmetz called the meeting to order

At 4:27 pm John Melick arrived

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

Jason Kornegay moved, seconded by Teresa Kane 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

2 Election of Board Vice President

Corinne Steinmetz opened the floor for nominations of Board Vice President

Charles Miller moved, seconded by Seth Cohen to nominate Jason Kornegay as Vice President

Since there were no further nominations, Corinne Steinmetz 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

Corinne Steinmetz explained HCESC process and procedure of election of Board of Directors

B Committee Selection Form

1 Corinne Steinmetz requested members complete the form and return

2 Charles Miller explained committee meeting schedule and process

V. ANNUAL REPORTS - NONE

VI. REORGANIZATION

Superintendent recommends approval of the following motions for July 1, 2017 through June 30, 2018:

Jason Kornegay moved, seconded by Seth Cohen to:

A APPROVAL OF POLICIES

approve the HCESC Policy Manual, located online at 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 New Jersey Schools Insurance Group - Personnel Hotline, at no cost

4 New Jersey Schools Insurance Group - Bullying Hotline, at no cost

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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 and/or Star Ledger

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 \$23,925 (2.14% increase)

G PETTY 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 ESC West Amwell Campus, to be monitored by the Business Office, not to exceed \$50.00

H CONSTRUCTION

- 1 appoint USA Architects for building projects

I APPOINTMENTS

- 1 appoint Corinne Steinmetz as Board Secretary
- 2 appoint Corinne Steinmetz as Custodian of Records
- 3 appoint Francine Leddy, Kelly Eder, David Lutzky and Louis Johnson as Affirmative Action Officers
- 4 appoint Marie Gorey as ADA Compliance Officer
- 5 appoint Corinne Steinmetz as Public Agency Compliance Officer
- 6 appoint Edwin Ashton as Integrated Pest Management Coordinator
- 7 appoint Edwin Ashton as Hazardous Communications Coordinator
- 8 appoint Edwin Ashton as AHERA Coordinator
- 9 appoint Edwin Ashton as Indoor Air Quality Designee
- 10 appoint Heidi Gara as Safety & Health Designee
- 11 appoint Louis Johnson as Attendance Officer
- 12 appoint Dennis Schiller as Anti-Bullying Specialist for ESC School at West Amwell
- 13 appoint David Lutzky as District Anti-Bullying Coordinator, as recommended by the Superintendent
- 14 appoint Sarah Chittenden as District Homeless Education Liaison
- 15 appoint Louis Johnson as District State Testing Coordinator
- 16 appoint Equiheart Veterinary Services as Veterinarian

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	\$43,000.00	M-8000 82527/82528	Tires and Tubes
Dell	\$10,000.00	WSCA 88796	Equipment
Verizon Wireless	\$10,000.00	T-216A 82583	Cell Phones
Lowes	\$10,000.00	M-8001 82951	Supplies
Home Depot	\$10,000.00	M-8001 83930	Supplies

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- 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 Summit Truck Body, 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 a 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

L HEALTH OFFICE

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

M SCHOOLS

approve the evaluation models to be used in the 2017-2018 school year in accordance with AchieveNJ:

Danielson Model	(Teachers)
Kim Marshall Model	(Principals)

N SCHEDULE

approve 2017-2018 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 22, 2017	Flemington	(4th Tuesday)
Board of Directors	Tuesday, October 3, 2017	Flemington	
Board of Directors	Tuesday, November 14, 2017	Flemington	(2nd Tuesday)
Board of Directors	Tuesday, December 5, 2017	Flemington	
Board of Directors	Tuesday, January 9, 2018	Flemington	(2nd Tuesday)
Board of Directors	Tuesday, February 6, 2018	Flemington	
Representative Assembly	Tuesday, March 6, 2018	Califon	Budget Approval
Board of Directors	Tuesday, April 3, 2018	Flemington	
Board of Directors	Tuesday, May 1, 2018	Flemington	
Representative Assembly	Tuesday, June 5, 2018	Califon	Reorganization
Board of Directors	Tuesday, June 26, 2018	Flemington	(Last Tuesday)

O 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

Corinne Steinmetz turned the meeting over to President, Charles Miller

Vii EXECUTIVE SESSION

John Melick moved, seconded by Jason Kornegay to enter into Executive Session at 4:36 pm

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 LEGAL and NEGOTIATION MATTERS; until such time as the subject no longer defeats the purpose of the executive session, at which time resolution shall take effect.

MOTION PASSED UNANIMOUSLY

At 4:52 pm the Board returned to Public Session

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John Mellick moved, seconded by Kevin Gillman to Authorize Administration to work with Weichert Realtors and McManimon, Scotland & Bauman, LLC to negotiate Sale Agreement for ESC School at West Amwell in accordance with verbal agreement, under the following terms and conditions:

AMOUNT: \$1,450,000 (CASH)

CLOSING: On or about September 1, 2017

RENTAL: HCESC will remain on location for the 2017-18 school year at no charge

FURNITURE: HCESC will leave desks, chairs and similar furniture upon vacancy with no additional charge to buyer

MOTION PASSED UNANIMOUSLY

VIII CITIZENS ADDRESS THE BOARD OF DIRECTORS

Jason Kornegay moved, seconded by Kevin Gillman to approve action items IX A, X A, X B, XI A, XII A, XII B, XIII A through E, XIV A, XIV B, XIV E, XIV H through J to:

IX APPROVAL OF MINUTES

A approve the May 2, 2017 Board of Directors meeting minutes, respectfully submitted by the Board Secretary

X FINANCIAL REPORTS

A approve the line item transfers and budget appropriations for the period of May (Adj #231 - 247)

B approve the unaudited May 2017 Board Secretary Report

XI LIST OF BILLS

A approve the following list of bills:

1 May 2017	\$17,219.12	Hand checks
2 May 2017 Payroll	\$1,094,970.15	Payroll
3 May 2017 Consultant	\$34,337.75	Payroll
4 June 6, 2017 List of Bills	\$335,463.89	Computer Generated
5 June 6, 2017 List of Bills - ADDED	\$21,670.58	Computer Generated
	<u>\$1,481,990.91</u>	

XII CORRESPONDENCE/COMMUNICATION

A Graduation	West Amwell	June 21, 2017	4:30 PM
B Beautiful Beast of Hunterdon 15K	Hoffmans Crossing	July 10, 2017	9:00 AM
HOFNOD (Hooked on Fishing Not On Drugs)			11:30 AM

XIII 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, June 2, 2017

XIV SUPERINTENDENT'S REPORT

A ADMINISTRATION

1 ratify award 36 Month Hosted VOIP to Comcast, lowest responsible respondent of quotes, effective July 1, 2017 through June 30, 2020, as authorized at the April 4, 2017 Board of Directors Meeting, as follows:

Location	Non Recurring Charge	Recurring Monthly Charge	Total
Glen Gardner	\$0.00	\$140.80	\$1,689.60
West Amwell	\$0.00	\$707.25	\$8,487.00
Hoffmans Crossing	\$0.00	\$365.75	\$4,389.00
West Orange	\$0.00	\$152.65	\$1,831.80
Flemington	\$228.70	\$239.70	\$3,105.10
Total	\$228.70	\$1,606.15	\$19,502.50

2 amend the following approved at the March 7, 2017 Board of Directors Meeting:

operate the following Summer School Programs:

PROGRAM	LOCATION	DATES
Remedial Summer School \$350 / 5 credit course	Franklin Middle School (Grades 7-12) Somerset County	6/17 - 7/25/17 No class 7/3/17 or 7/4/17

to:

operate the following Summer School Programs:

PROGRAM	LOCATION	DATES
Remedial Summer School \$350 / 5 credit course	Franklin Middle School (Grades 7-12) Somerset County	6/17 - 8/1/17

B SCHOOLS

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contract with South Hunterdon Regional School District for the 2017-2018 school year for the provision of satellite lunch program ESC West Amwell Campus

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

D **TECHNOLOGY** (no action items)

E **ADULT BASIC EDUCATION**

- 1 approve the 2017-18 Adult Basic Education Staff Calendar
- 2 provide educational services to Somerset County Library System, at a rate of \$28,000, effective July 1, 2017 through June 30, 2018, pending renewal of grant funding

F **PARAPROFESSIONALS** (no action items)

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

H **PURCHASING**

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

#	DISTRICT
434	Galloway Township BOE
435	Clearview Regional BOE
436	Hanover Sewerage Authority
437	Robert Treat Academy Charter School

- 2 award the Mechanical & Electronic Door Locking Systems & Products Bid #185 to Hogan Security Group, effective June 19, 2017 through June 18, 2018
- 3 authorize the use of competitive contracting for the Comprehensive Safety & Security System Assessment RFP per 18A:18A-4.3
- 4 renew the Copy/Duplicator Paper Bid #180 with WB Mason & Paper Mart, effective July 13, 2017 through January 12, 2018, with no changes
- 5 renew the Technology Installation & Integration Services Bid #15/16-Tech-01 with ePlus Technology, effective May 13, 2017 through May 12, 2018, with no changes
- 6 terminate KBD Construction, LLC, contract awarded under General Construction Repairs & Carpentry Services Bid #SER-10F for Default, pursuant to A12.1 of the bid specifications

I **DEPARTMENT OF SCHOOL SERVICES**

- 1 amend the following approved at the January 10, 2017 Board of Directors Meeting:
approve 2017 - 2018 Service Rates, Case Management, non-member, \$160.00 per case
to:
approve 2017 - 2018 Service Rates, Case Management, non-member, \$250.00 per case
- 2 approve 2017 - 2018 Service Rate for Case Management, Speech only, at a member rate of \$100.00 per case, and a rate non-member rate of \$160.00 per case

J **TRANSPORTATION**

- 1 approve the following rates for the West Orange Board of Education for the 2017-2018 school year:

a

TO AND FROM SCHOOL		
Run Type	Vehicle Type	Amount
Single	up to 54P Bus	\$52,496.67/annual
Double	up to 54P Bus	\$69,995.55/annual
Triple	up to 54P Bus	\$82,026.04/annual
SpEd (Single)	16P Van	\$51,402.98/annual
SpEd (Single)	16P Bus	\$52,496.67/annual
Aide	n/a	\$12,796.06/annual
Trial Run	n/a	\$36.09/hour

b

LATE RUNS		
Run Type	Vehicle Type	Amount
Before 3:45 PM	up to 54P Bus	\$20.78/hour
After 3:45 PM	up to 54P Bus	\$44.83/hour

c

CHARTERS		
Run Type	Vehicle Type	Amount
To and From	up to 54P Bus	\$72.77/hour
One Way - In District	up to 54P Bus	\$38.28/hour
One Way - Out of District	up to 54P Bus	\$54.68/hour

d

Vehicle Maintenance Service		
Service	Vehicle Type	Amount
Labor	n/a	\$71.72/hour
Parts	n/a	At cost
Vehicle Rental	n/a	\$82.02/day

- 2 approve Coordinated Transportation, effective May 1, 2017 through June 30, 2017, for the following:
Middle Township Public Schools Region V/Riveredge BOE
- 3 approve Special Education Transportation Routes, as listed:

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Quoted Routes				May 1, 2017- June 30, 2017
Route#	Destination	Sending District	Contractor	Route Per Diem
1731tt	Center School	Lambertville, Delaware Twp	Joy Trans.	\$270.00
1737T	ESC W. Amwell	Bethlehem	Alyft Trans.	\$232.00
1738T	DLC, N.P.	East Orange BOE	A 1 Limo	\$375.00

- 4 rescind Special Education Transportation Routes, approved at the February 7, 2017 Board of Directors meeting, as listed:

Quoted Routes - Sussex CoOp				January 17, 2017 - April 25, 2017	
Route#	Destination	Sending District	Contractor	Route Per Diem	Aide Added
Q-342	Sawtelle Center	West Orange	HCESC	\$235.00	\$60.00

- 5 approve Delaware Valley Regional High School to provide school bus maintenance/inspection at an hourly rate of \$69.70 plus materials at cost, for the 2017-2018 school year
- 6 approve Delaware Valley Regional High School to provide fueling service at a cost of the most current bulk rate plus \$.06 per gallon fuel charge, for the 2017-2018 school year
- 7 approve Interlocal Vehicle Sale Agreement with Knowlton Township Board of Education, effective May 15, 2017, for HCESC to sell their used school vehicles, as needed, for an administrative fee of 10% of the sale price
- 8 award the sale of School Transportation Vehicles for Bid #Trans 17-04, as follows:

WEST ORANGE

#	Year	Passenger	Make/Model	Top Offer	Results
343	2005	54	BlueBird AAFE, Transit Style VIN#1BAGGCKA25F219083	\$2,500.00	Car Country USA

- 9 ratify Lease Purchase Agreement to US Bancorp Government Leasing & Finance, Inc., the lowest responsible bidder to Lease Purchase Bid #17-01, as authorized at the May 2, 2017 Board of Directors meeting, for lease purchasing financing of \$1,014,982.44, effective on or about June 15, 2017 for (5) five years as follows:

Respondent	Rate
US Bancorp Government Leasing & Finance, Inc.	1.937% \$500/ 6 months escrow fee
JP Morgan Chase Bank, IL	2.05%
Key Bank	2.34% \$500/ 6 months escrow fee

- 10 provide Markenson Guillaume training for Class B CDL License with Air Brake, Passenger and "S" endorsements, at a fee of \$800.00, effective May 25, 2017
- 11 provide Francois Saint Pierre re-training for Class B CDL License "S" endorsements, at a fee of \$150.00, effective May 23, 2017

MOTIONS PASSED UNANIMOUSLY

Jason Kornegay moved, seconded by John Melick to approve action item XIV K & XIV L to:

K PERSONNEL

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

1 Appointments*

approve the following 2016-2017 appointment(s):

Name	Position	Location	Rate/Salary	Effective On or About
Michele Fabbroni	Temporary Teacher Assistant	Lebanon Township	\$15.75/hour	05/08/2017
Zachary Traylor	Temporary Maintenance	Hoffmans Crossing	\$12.00/hour	05/15/2017
Theresa Brown-Biondo	Bus Aide	Glen Gardner	\$11.00/hour	05/18/2017
Tara Yacullo	Teacher Assistant	FRSD RFIS	\$15.75/hour	05/31/2017
Nicole Trani	Teacher Assistant	FRSD JP Case	\$15.75/hour	05/31/2017
Vera Figueiredo	Teacher	Hoffmans Crossing (HCVSD)	\$2500 (stipend)	05/15/2017
Suzanna De Saro	Temporary Teacher Assistant	Lebanon Borough	\$16.07/hour	05/08/2017-05/12/2017
Suzanna De Saro	Temporary Teacher Assistant	Holland Township	\$16.07/hour	05/24/2017
Pierre Beldor	Bus Driver	West Orange	\$20.50/hour	5/15/2017
Eyane Stone	Bus Driver	West Orange	\$20.50/hour	04/03/2017

approve the following 2017-2018 summer appointment(s):

Name	Position	Location	Rate/Salary	Effective On or About
Stephen Gibble	Teacher (Summer School)	Hunterdon Vocational Campus	\$40.00/hour	06/26/2017-07/25/2017
Nicole Heyl	Teacher (Summer School)	Hunterdon Vocational Campus	\$33.00/hour	06/26/2017-07/25/2017
Michael Clardi	Teacher (Summer School)	Franklin (Somerset)	\$33.00/hour	07/05/2017-08/01/2017
Michelle Fronduto	Teacher (Summer School)	Franklin (Somerset)	\$33.00/hour	07/05/2017-08/01/2017
Leslie Dignazio	Teacher (Summer School)	Franklin (Somerset)	\$33.00/hour	07/05/2017-08/01/2017
Dan Mayer	Teacher (Summer School)	Franklin (Somerset)	\$33.00/hour	07/05/2017-08/01/2017
Jeffery Donaldson	Teacher (Summer School)	Franklin (Somerset)	\$33.00/hour	07/05/2017-08/01/2017
Erna Vanderberg	Teacher (Summer School)	Franklin (Somerset)	\$33.00/hour	07/05/2017-08/01/2017
Vincent McEnroe	Teacher (Summer School)	Franklin (Somerset)	\$33.00/hour	07/05/2017-08/01/2017
Dianna Rossani	Teacher (Summer School)	Franklin (Somerset)	\$33.00/hour	07/05/2017-08/01/2017
Laurie Browne	School Secretary (Summer)	ESC West Amwell	\$18.50/hour	06/26/2017-08/31/2017

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Amanda Lukens	Counselor (ESY)	ESC West Amwell	\$33.00/hour	06/29/2017-07/28/2017
Ana Flynn	Nurse (ESY)	ESC West Amwell	\$33.00/hour	06/29/2017-07/28/2017
A.W. Murray	Teacher (ESY)	ESC West Amwell	\$33.00/hour	06/29/2017-07/28/2017
Laura Steiner	Teacher (ESY)	ESC West Amwell	\$33.00/hour	06/29/2017-07/28/2017
Delores Duran	Teacher Asst (ESY)	ESC West Amwell	\$17.25/hour	06/29/2017-07/28/2017
Gerhardt Meyer	Teacher Asst (ESY)	ESC West Amwell	\$17.25/hour	06/29/2017-07/28/2017
Gary Haines	Teacher Asst (ESY)	ESC West Amwell	\$17.25/hour	06/29/2017-07/28/2017
Janice Cannon	SpeechTeacher (ESY)	ESC West Amwell	\$43.00/hour	06/29/2017-07/28/2017
David Lutzky	Counselor (Summer School)	Franklin (S)	\$250.00 per diem	06/26/2017-08/4/2017
Ryan Tucker	Temporary Maintenance	Hoffmans Crossing	\$15.00/hour	07/01/2017-09/30/2017
Zachary Traylor	Temporary Maintenance	Hoffmans Crossing	\$12.00/hour	07/01/2017-09/30/2017
Vera Figueiredo	Teacher (Program Development)	Hoffmans Crossing (HCVSD)	\$5000 (stipend)	07/01/2017-08/30/2017
Darlene Anno	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Nancy Berger	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Peggy Bond	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Theresa Calabrese	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Lisa Conover	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Laurie Fenneman	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Marian Gaestel	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Roula Gebran	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Ana Headley	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Anita Holland	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
JoAnn Kerman	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Lorie King	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Heather Lewis	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Janine Loh	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Caren Lloyd	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Teresa MacDonald	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Melissa Manks	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Brenda McKnight	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Grete Meiners	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Cathy Orrei	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Nancy Parker	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Halina Piascik	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Kathy Plichta	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Domenica Saunders	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Kay Sayani	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Marie Schess	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Bryan Schultz	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Karen Servis-Podolec	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Karen Traynor	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Mary Vanacore	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Carolyn Vandegiessen	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Wendy VanDine	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017
Magdalena Wojtowicz	Teacher Asst (ESY)	FRRSD - Cooper Hill	\$17.25/hour	07/05/2017-08/1/2017

- 2 amend the following 2016-17 appointments approved at May 2, 2017 Board of Directors meeting:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Rate/Salary</u>	<u>Effective On or About</u>
Richard Trujillo	Bus Driver	Glen Gardner	\$21.50/hour	05/01/2017
to:				
Richard Trujillo	Bus Driver	Glen Gardner	\$21.00/hour	05/01/2017

- 3 Leaves of Absence (LOA):

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective</u>
Terry Calabrese	Teacher Assistant	FRRSD Copper Hill	Medical (paid)	06/05/2017 - 06/20/2017
Pamela Cuning	Director of Dept. of School Services	Administration	FMLA (paid)	06/21/2017 - 09/21/2017

*pending completion of required paperwork

- 4 Resignations / Retirements / Terminations

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective</u>
Joy'y Cross	Driver	West Orange	Resigned	05/29/2017

- 5 approve a \$35.00 daily stipend for Gerhardt Meyer, Teacher Assistant (ESC WA), for substitute teacher assignment, as needed, effective 05/01/2017

L. PROFESSIONAL DEVELOPMENT

REPRESENTATIVE ASSEMBLY MEETING

June 6, 2017

MINUTES

- 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>
Teacher (Environmental)	CASE: Introduction to Agriculture, Food, and Natural Resources (AFNR)	07/17/2017 - 07/27/2017	\$3,000 plus meals & travel, as per regulations

MOTIONS PASSED UNANIMOUSLY

XV UNFINISHED BUSINESS

Summer Camp Programs
Saturday, June 10, 2017 -

Beautiful Beast (15K Run)
Hooked on Fishing Not On Drugs (HOFNOD)

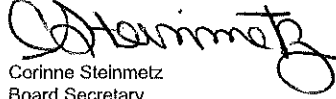
XVI NEW BUSINESS

XVII CITIZENS ADDRESS THE BOARD OF DIRECTORS

XVIII ADJOURNMENT

Jason Kornegay moved, seconded by Michael Estrada to adjourn the meeting. Since there was no further action to be taken the meeting adjourned at 4:58 pm

Respectfully submitted by:



Corinne Steinmetz
Board Secretary