

VA

REPRESENTATIVE ASSEMBLY MEETING

March 7, 2017

MINUTES

A REGULAR meeting of the Hunterdon County Educational Services Commission Representative Assembly will be held at the ESC Academy, 37 Hoffmans Crossing Rd, Califon, New Jersey on Tuesday, March 7, 2017 at 4:15 pm

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 that 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

Dr. Greg Farley (BETHLEHEM)

Mike Estrada (HIGH BRIDGE)

Jason Kornegay (CALIFON)

Joseph Somers (HOLLAND)

Seth Cohen (CLINTON BORO/GLEN GARDNER)

Patrick Dugan (HUNTERDON CENTRAL)

Maria Grant (CLINTON TWP)

Kevin Gillman (HUNTERDON COUNTY VOCATIONAL)

Linda Ubry (DELAWARE)

Donna Herbel (KINGWOOD)

Brett Reina (DEL-VAL REG)

Jason Kornegay (LEBANON TWP) VICE PRESIDENT

Charles Miller (E AMWELL) - PRESIDENT

Teresa Kane (MILFORD)

George Burdick(FRANKLIN-HUNTERDON)

John Melick (NO HUNTERDON/VOORHEES)

Ardaman Singh (FRANKLIN-SOMERSET)

Cheryl Filler (READINGTON)

Teresa Pearson(FRENCHTOWN)

ADMINISTRATION / STAFF PRESENT

Marie B. Gorey (SUPERINTENDENT)

Corinne Steinmetz (SCHOOL BUS ADMIN)

Fran Leddy (ABE COORDINATOR)

Scott Cahill (ASST TRANS DIRECTOR)

Christina Greaves (PARA PROFESSIONAL COORDINATOR)

Edwin Ashton (TECHNOLOGY)

Dennis Schiller (PRINCIPAL)

Dennis Balodis (LEASE PURCHASING)

Nancy Szymanski (TRANSPORTATION DIRECTOR)

Doreen Pirozzi (PURCHASING MANAGER)

III. CALL TO ORDER

At 4:25 pm at the HCESC Hoffmans Campus 37 Hoffmans Crossing Road Califon, NJ, Board President Charles Miller called the meeting to order

IV. CITIZENS ADDRESS THE BOARD OF DIRECTORS

V. APPROVAL OF MINUTES

A Cheryl Filler moved, seconded by Jason Kornegay to approve the February 7, 2017 Board of Directors Meeting minutes, respectfully submitted by the Board Secretary

MOTION PASSED UNANIMOUSLY

DISCUSSION: President, Charles Miller explained that this is one of two Representative Assembly meetings.

VI. FINANCIAL REPORTS

Jason Kornegay moved, seconded by Cheryl Filler to:

A approve the line item transfers and budget appropriations for the period of February (Adj #173 - 192)

B approve the unaudited February 2017 Board Secretary Report

MOTION PASSED UNANIMOUSLY

VII. LIST OF BILLS

A Brett Reina moved, seconded by Cheryl Filler to approve the following list of bills:

1	February 2017	\$126,554.10	Hand checks
2	February 2017 Payroll	\$1,097,338.85	Payroll
3	February 2017 Consultant Payroll	\$9,195.50	Payroll
4	March 7, 2017 List of Bills	\$400,633.16	Computer Generated
5	March 7, 2017 List of Bills - ADDED	\$19,603.02	Computer Generated
6	March 2017 Consultant Payroll	\$12,499.50	Payroll
		<u>\$1,633,721.61</u>	

MOTION PASSED UNANIMOUSLY

VIII. CORRESPONDENCE/COMMUNICATION

President Charles Miller spoke with Patti Reese from NJSBA. She thanked us for hosting their last meeting. They enjoyed the accommodations and are very much appreciative.

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, March 6, 2017

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X BUDGET PRESENTATION

Marie Kisch thanked the Board for their attendance and introduced program managers

Budget presentation by Marie Kisch, Superintendent and Corinne Steinmetz, SBA

At 4:40 pm Ardaman Singh arrived

Discussion on Technology offerings and county wide committee meetings. HCESC would be happy to facilitate

Charles Miller explained that our budget is very fluid, may change throughout the year up or down.

A Seth Cohen moved, seconded by Cheyl Filler to approve 2017-18 Budget, as follows:

FUND 10	OPERATING	\$2,613,925.00
FUND 20	GRANTS	\$660,706.00
FUND 40	DEBT	\$180,219.00
FUND 60	ENTERPRISE	\$15,725,838.00
TOTAL BUDGET		\$19,180,688.00

MOTION PASSED UNANIMOUSLY

At 5:27 PM Patrick Dugan left

XI SUPERINTENDENT'S REPORT

Cheryl Filler moved, seconded by Jason Komegay to approve action items XA & XB to:

A ADMINISTRATION

- 1 The Hunterdon County Educational Services Commission Board of Directors hereby approves the submission of grant application for the 2017 Safety Grant Program through the New Jersey School Boards Association Insurance Group's ERIC - West Sub Fund for the purpose of facility improvements, as described in the application in the amount of \$31,900 to be used during the 2017-18 school year.
- 2 accept the 2015-16 ERIC West Risk Management Performance Award in the amount of \$1,000.00

B SCHOOLS

- 1 operate the following Summer School Programs:

PROGRAM	LOCATION	DATES
Extended School Year	ESC at West Amwell	6/29/17 - 7/28/17 No class 7/3/17 or 7/4/17
Remedial Summer School \$350 / 5 credit course	Franklin Middle School (Grades 7-12) Somerset County	6/26/17 - 7/25/17 No class 7/3/17 or 7/4/17
Remedial Summer School \$375 / 5 credit course	Hunterdon County Vocational - Bartles Campus (Grades 9-12)	6/26/17 - 7/25/17 No class 7/3/17 or 7/4/17

MOTION PASSED UNANIMOUSLY

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)

Cheryl Filler moved, seconded by Maria Grant to:

H PURCHASING

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

#	DISTRICT
422	Marlboro, Township of
423	Education Information & Resource Center (EIRC)
424	Ft. Lee Board of Education
425	Sterling Board of Education

- 2 ratify the Facility & Grounds Supplies & Equipment bid #HCESC-CAT-17-01 award, effective February 13, 2017 through February 12, 2019, as authorized at the February 7, 2017 Board of Directors meeting, as follows:

VENDOR
Storr Tractor

PERCENTAGE DISCOUNT OFF MSRP

Toro Commercial-19%, Toro RLC-28%, Toro Snow-26%, Toro Golf & Rescom-35%, Alamo Hydroselect & Universal-5%, Bomford-3%, Case Compact Series Tractor-20%, Case C, U, A & 100A Series Tractors-15%, Case L500 & L705 Loaders-10%, Erskine-2%, First Products & Kifco-5%, MB-2%

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Cherry Valley Tractor Sales	Toro Site Works-6%, Terrain King Mowers-5%, New Holland-6%, Rayco Forestry-5%, Pro Tech Snow Equipment-16%, Ez-Go Consumer Vehicles-6%, Landpride Attachments-6%, Alamo Industrial-6%, Woods Attachments-16%, Buyers Snow Spreaders-5% (\$400 Installation Charge), Boss Snow Plows & Spreaders-5% (Plows-Installation Charge \$600 & Spreaders Installation Charge \$400)
Fastenal	HVAC, Air Filters, Lamps, Ballasts, Fixtures, Cleaning, Material Handling, Security, Motors & Accessories, Electrical, Batteries & Flashlights, Outdoor Garden Supplies, Paint & Accessories, Plumbing, Pneumatic, Power Tools & Accessories, Safety Supplies, Hand Tools, Welding & Soldering-20%, Fasteners-50%
Wilfred MacDonald, Inc	Jacobsen & Smithco Products-20%, Ventrac Products-13%
Power Place Inc.	Ariens Snowblowers, Bearcat Chippers, Billygoat Blowers & Renovation Equipment, Bluebird Renovation Equipment, Little Wonder Blowers, Redmax Chainsaws & Stihl Chainsaws-20%, Bobcat Mowers & John Deere Compact Utility Tractors-16%, Boss Snow Removal, John Deere Utility Tractor Attachments & Walker Mowers-5%, Curtis Cab Snow Removal, Diamond Mowers & Ryan Renovation Equipment-15%, Erskine Tractor Attachments-6%, Frontier Tractor Attachments- 8%, Honda Mowers & Honda Snowblowers-21%, John Deere Residential Mowers, John Deere Compact Utility Tractor Attachments & John Deere Utility Tractors-12%, John Deere Utility Vehicles & Snow-Ex Snow Removal-10%, John Deere Commercial Mowers-22%
F.W. Webb Company	American Standard Commercial Fittings & Fixtures-40%, A.O. Smith Water Heaters-45%, Bell & Gossett Repair Parts & Pumps-25%, Delta-45%, Liberty Pump-25%, Little Giant-43%, Moen Full Line-45%, Milwaukee-15%, Ridgid Tools-15%, Speakman-25%
Powerco, Inc.	Kubota Utility Vehicles-Model #RTV-X900, RTV-X1100, RTV-X1120, RTV-X1140-20%, Model RTV400/500-12%, Options/Attachments-15%, Mowers-Models Z, ZG, ZD, Options/Attachments-20%, F Series Mowers & Options/Attachments-25%, W Series Mowers & Options/Attachments-12%, Tractors Model BX Series & Options/Attachment-17%, Model B Series & Options/Attachments -19%, Standard L Series (4WD) & Options/Attachments -18%, Grand L Series (4WD),MX Series (4WD), M40/M60 Series (4WD)-19%, M4/M5 Series (4WD), M96S, M108S, M6S, M100GX, M110GX, M126GX, M135GX, M6 & Options /Attachments-20%, Tractor Loader Backhoe #B26, L47, M62 & Options/Attachments-20.5%, Implements Model #VS Series & Options Attachments-6%, Wheel Loaders #R530, R630 & Options/Attachments-25%, Compact Track Loaders #SVL75, SVL95 & Options/Attachments -23%, Skid Steer Loaders #SSV65, SSV75 & Options/Attachments-24%, Excavators #K, KX, U & Options/Attachments-25%, Kubota Attachments AP Series-19%, Case Equipment-Skid Steer Loaders-36%, Compact Track Loaders-36%, Wheel Loaders-47%, Compact Wheel Loaders-41%, Excavators-46%, Compact Excavators-36%,Tractor Loader Backhoes-46%, Compaction-41%
Equiptech LLC dba Bobcat of Central Jersey	Morbark Brush Chippers-Models # M8D, M12D, M12RX, M8D-PTO-10%, Models #M12R, M12R Track, M15RX, M15R, M15R Track, M18RX-SA, M18R-SA, M18R-TD, M18R-DW, M20R, M20R w/Infeed Deck, M20R w/Loader, M20R Track, M12R-PTO & M15R-PTO-15%, Morbark Stump Grinders Models #MXG42 & MXG50 Track-10%, MXD52 & MXD86-15%, Pro-Tech-15%, FINN-3%, Big-Tow-3%, Bobcat Skid Steer Loaders-20%, All-Wheel Steer Loaders-12%, Compact Track Loaders-20%, Mini Excavators-20%, Mini Tack Loaders-15%, Toolcat Utility Work Machines-10%,Utility Vehicles-12%, Loader Attachments-15%, Toolcat Attachments-15%, Excavator Attachments-15%, Versahandler Attachments-15% & Utility Vehicle Attachments-10%
Cammps Hardware & Lawn Products	Ariens Snow Removal Equipment-22%, BCS Walk Behind Tractors-21%, BCS Tractor Attachments-5%, Frontier Power Rakes & Debris Blowers-6%, Frontier Material Handling Equipment-8%, Honda Generators-20%, Honda Snow Blowers-20%, John Deere Commercial ZTR Mowers-21%, John Deere Commercial ZTR Mower Attachments-5%, John Deere Front Mowers-26%, John Deere Front Mower Attachments-5%, John Deere Wide Area Mowers-22%, John Deere Compact Utility Tractors-18%, John Deere Compact Utility Tractor Attachments-12%. John Deere Gator Utility Vehicles-12%, John Deere Gator Utility Vehicle Attachments-13%, Scag Commercial ZTR Mowers-16%, Scag Commercial ZTR Mower Attachments-5% & Scag Giant Vac Equipment-16%
Bio-Shine	Betco-7.6%, Brulin-15%, Clarke-10%, Cleanmax-various, CPI-26.66%, Envirox-17%, Kaivac-10%, Piranha Equipment & Janitorial-30%, Kutol-46%, MITM-10%, Nacecare-10%, Nittany-31%, Nobles-7%, NSS-25%, Odorox-30%, Pacoa-20%, SCA-30%, Tennant-7%, Tomcat-10%
eCube Solutions dba eTemp, LLC	eTemp Model #ET-205 - \$891.50
Duff Company, Wallace Supply Company & Bridgeton Plumbing Supply Company	submissions rejected for failure to comply with bid specifications/requirements.

3 ratify the Art/Craft Supplies, Accessories & Equipment award #177, effective February 13, 2017 through February 12, 2018, as authorized at the February 7, 2017 Board of Directors meeting, as follows:

School Specialty (Sax)	Kurtz Bros.	S&S Worldwide
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4 award the Office Supplies & Accessories Bid #182, effective March 13, 2017 through March 12, 2018 as follows:

Staples Business Advantage	Cascade School Supplies	School Specialty
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MOTION PASSED UNANIMOUSLY

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Cheryl Filler moved, seconded by Dr. Greg Farley to approve action items XI & XJ to:

I DEPARTMENT OF SCHOOL SERVICES

- 1 increase 2016-2017 Nonpublic Security budget from \$17,950.00 to \$31,900.00 (increase of \$13,950.00) based on receipt of additional entitlements

J TRANSPORTATION

- 1 approve Interlocal Vehicle Sale Agreement with West Windsor-Plainsboro Regional School District Board of Education, effective January 11, 2017 through August 31, 2017, for HCESC to sell their used school vehicles, as needed, for an administrative fee of 10% of the sale price
- 2 provide Edwine Ulysse training for Class B CDL License Passenger and "S" endorsements, at a fee of \$300.00, effective February 15, 2017
- 3 approve Special Education Transportation Routes, as listed:

Quoted Routes - Sussex CoOp					March 3, 2017
Route#	Destination	Sending District	Contractor	Route Per Diem	Aide
Q373	N.13th St. Votec	Orange BOE	HCESC	\$136.43	N/A

- 4 approve Special Education Transportation Routes, as listed:

Quoted Routes - Sussex CoOp					March 10, 2017
Route#	Destination	Sending District	Contractor	Route Per Diem	Aide
Q374	N.13th St. Votec	Orange BOE	HCESC	\$136.43	N/A

- 5 award the sale of School Transportation Vehicles for Bid #Trans 17-03, as follows:

WEST ORANGE

#	Year	Passenger	Make/Model	Top Offer	Results
355	2002	54	BlueBird TCFE, Transit Style VIN#1BAAGCPAX2F202872	\$ 1,500.00	Accept - A1 Elegant
356	2002	54	BlueBird TCFE, Transit Style VIN#1BAAGCPA52F202875	\$ 1,501.00	Accept - Motino Transport
335	2006	54	BlueBird TCFE, Transit Style VIN#1BABGCKA96F230955	\$ 4,500.00	Accept - A1 Elegant

GLEN GARDNER

#	Year	Passenger	Make/Model	Top Offer	Results
C-1	1997	Car	Nissan Allima VIN#1N4BU31D5VC167742	\$ 34.00	Accept - Jersey One
V03	2000	8 + W/C	GM/BlueBird, Single Rr. Wheel, + W/C VIN#1GDHG31F3X1120118	\$ 227.00	Reject - Negotiate
V06	2004	16	GM/Girardin Single Rr. Wheel VIN#1GBHG31F521200909	\$ 161.00	Accept - Jersey One
V09	2000	16	GM/Girardin Single Rr. Wheel VIN#1GBHG31FOY1184367	\$ 158.00	Accept - Jersey One
V11	2000	16	GM/Bluebird, Single Rr. Wheel VIN#1GBHG31F3Y1248059	\$ 163.00	Accept - Jersey One
V14	2000	16	GM/Bluebird, Single Rr. Wheel VIN#1GBHG31F8Y1248008	\$ 222.00	Accept - Jersey One
V15	2001	W/C	GM/Girardin, Single Rr. Wheel, + W/C VIN#1GBHG31F211130025	\$ 157.00	Accept - Jersey One
V30	2002	16	GM/Girardin, Single Rr. Wheel VIN#1GBHG31F821138745	\$ 158.00	Accept - Jersey One
V01	2004	12 + WC	GM/Girardin, Wheelchair VIN#1GBHG31U031196106	\$ 162.00	Accept - Jersey One
V18	2004	16	GM/Girardin VIN#1GBHG31FX21225658	\$ 157.00	Accept - Jersey One
19	2006	54	BlueBird Vision Conventional VIN#1BAKFCKH66F231092	\$ 171.00	Reject - Rebid
55	2006	54	BlueBird Vision Conventional VIN#1BAKFCKH56F231102	\$ 2,234.00	Accept - Jersey One
33	2006	54	BlueBird Vision Conventional VIN#1BAKFCKH76F231098	\$ 2,274.00	Accept - Jersey One
53	2006	54	BlueBird Vision Conventional VIN#1BAKFCKH16F231100	\$ 1,525.00	Accept - Jersey One

MOTION PASSED UNANIMOUSLY

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Dr. Greg Farley moved, seconded by George Burdick to:

K PERSONNEL

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>
Alyssa Silveria	Substitute Bus Aide	Glen Gardner	\$14.75/hour	01/03/2017
Maura Perry	Bus Aide	FRSD	\$21.12/hour	01/03/2017
Samantha Mast	PT Teacher Assistant	FRSD/Barley Sheaf	\$15.75/hour	03/06/2017
Susan Jane Rothberg	PT Teacher Assistant	Bedminster	\$15.75/hour	03/08/2017
Kristine Bryer	Substitute Bus Aide	FRSD	\$21.12/hour	03/08/2017
Loriann Pacheco	Substitute Bus Aide	FRSD	\$21.12/hour	03/08/2017
Vincent McEnroe	PT Teacher Assistant	ESC - WA	\$16.07/hour	03/08/2017
Cheryl Hart	ABE Receptionist	Flemington	\$12.00/hour	03/16/2017

*pending completion of required paperwork

2 amend the following 2016-17 appointments approved at February 7, 2017 Board of Directors meeting:

Olivia Ciotta	PT Teacher Assistant	FRSD/JP Case	Resignation	01/23/2017
to:				
Olivia Ciotta	PT Teacher Assistant	FRSD/JP Case	Resignation	02/06/2017

3 Leaves of Absence (LOA)*

<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

*pending completion of required paperwork

4 Resignations / Retirements / Terminations

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective</u>
Heather Lospinoso	PT Teacher Assistant	Bedminster	Resignation	02/21/2017
Michael Santagata	PT Teacher Assistant	FRSD/RFIS	Resignation	02/27/2017
Emily Lelah	PT Teacher Assistant	Franklin (H)	Resignation	03/07/2017
Natalie Bergamo	PT Teacher Assistant	FRSD/Copper Hill	Resignation	03/13/2017
Marsha Atkinson	ABE Teacher	Flemington	Retirement	04/03/2017
Carol Petrosino	ABE Teacher	Somerset	Retirement	06/30/2017

MOTION PASSED UNANIMOUSLY

Dr. Greg Farley moved, seconded by Cheryl Filler to:

L PROFESSIONAL DEVELOPMENT

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>
Asst to the Superintendent	Employment Law Primer	4/7/2017	\$99.00
Asst to the SBA	Employment Law Primer	4/7/2017	\$99.00
Network Administrator	Google Level 1 Certification	4/10 & 4/11/17	\$200.00
Teacher	Google Level 1 Certification	4/10 & 4/11/17	\$200.00
Instructor	Hooked On Fishing Not on Drugs Training	4/28/2017	\$35.00
Speech Teacher	Autism Meltdowns in Children and Adolescents	4/27/2017	\$99.00

MOTION PASSED UNANIMOUSLY

XII UNFINISHED BUSINESS

XI11 NEW BUSINESS

XIV CITIZENS ADDRESS THE BOARD OF DIRECTORS

At 5:31 pm Michael Estrada, Nancy Szymanski, Scott Cahill, Edwin Ashton, Christina Greaves, Fran Leddy, Dennis Schiller and Doreen Pirozzi left

XV EXECUTIVE SESSION

Cheryl Filler moved, seconded by Jason Komegay to enter into Executive Session at 5:32 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 MATTERS; until such time as the subject no longer defeats the purpose of the executive session, at which time resolution shall take effect.

Board returned to Public Session at 5:56 pm

REPRESENTATIVE ASSEMBLY MEETING

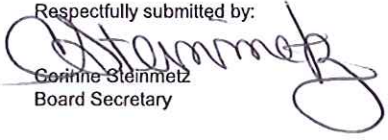
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XVI ADJOURNMENT

Cheryl Filler moved to adjourn the meeting. Since there was no further action to be taken the meeting was adjourned at 5:57 pm.

Respectfully submitted by:


Corinne Steinmetz
Board Secretary