

Board of Directors Meeting
May 7, 2019
EXECUTIVE COMMITTEE

A REGULAR meeting of the Hunterdon County Educational Services Commission Board of Directors was scheduled to be held in the Hunterdon ESC Adult Basic Education (ABE) Office, 8 Bartles Corner Road (Suite 205) Flemington.

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 is also posted in the Board office and a copy has been sent to the county office.

II ROLL CALL

Charles Miller (E AMWELL) - PRESIDENT
Joseph Somers (HOLLAND)
Kari McGann (FLEMINGTON RARITAN REG)
Linda Ubry (DELAWARE)

Kevin Gilman (HUNTERDON POLYTECH)
Donna Herbel (KINGWOOD)
Teresa Kane (MILFORD)

ADMINISTRATION / STAFF PRESENT

Marie B. Gorey (Superintendent)
Christina Greaves (PARA PROFESSIONAL COORDINATOR)
Fran Leddy (ABE COORDINATOR)

Corinne Steinmetz (SBA/BOARD SECRETARY)
Nisha Murry (PRINCIPAL)

III CALL TO ORDER

At 4:16 pm at the HCESC Adult Basic Education Building located at 8 Bartles Corner Road, Flemington, Board President Charles Miller called the meeting to order

Since quorum was not met the meeting was held as Executive Committee of the Board

IV CITIZENS ADDRESS THE BOARD OF DIRECTORS

- SUPERINTENDENT REPORT, by Marie B. Gorey
- Constuction nearing completion - final expection anticipated next week
- June Reorg meeting will be at Flemington (Bridge is out in Callfoon)
- Paraprofessional contracts / renewals
- Riding for Heart - Theraputic Riding program with our Special needs students
- DDD Program anticipate fall start
- 15K Beautiful Beast / HOFNOD - June 8, 2019
- 2019-20 Staff Renewals
- ABE Graduation - Thursday, May 16 @ 6:30 at Hoffmans

Teresa Kane moved, seconded by Kevin Gilman to approve items V, VI and VII to:

V APPROVAL OF MINUTES

- A approve the April 2, 2019 Board Meeting Minutes

VI FINANCIAL REPORTS

- A approve the unaudited Board Secretary Report for April 2019
- B approve the line item transfers and budget appropriations for the period of March 2019 (Adj #235-272)

VII LIST OF BILLS

- A approve the following list of bills:

1	April 2019	\$1,105,936.49	Payroll
2	April 2019	\$117,380.01	Hand checks
3	April 2019	\$24,579.81	Consultants
4	May 7, 2019 List of Bills	\$966,356.83	Computer Generated
		<u>\$2,214,253.14</u>	TOTAL

MOTION PASSED pending ratification, Donna Herbel abstained from item V

VIII CORRESPONDENCE / COMMUNICATION

- A March 2019 Paraprofessional Newsletter
- B May 2019 Purchasing Newsletter

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, did not meet

X POLICY No Action Items

XI SUPERINTENDENT'S REPORT

Teresa Kane moved, seconded by Linda Ubry to approve action items XI A through XI N to:

A ADMINISTRATION

- 1 approve the submission of grant application for the 2019 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 \$35,100 to be used during the 2019-20 school year.
- 2 approve School Business Administrative Services to East Amwell Board of Education as follows:
 - May 1, 2019 - June 30, 2019 \$29,726.00
 - July 1, 2019 - June 30, 2020 \$94,812.00

DISCUSSION: Heidi Gara named Business Administrator of record

- 3 approve following change orders for Renovations to Barn Building (CONST 18-01), as follows:
 - CO 014 Spray Foam on Roof \$0.00
 - CO 015 Water line permit \$96.00
 - CO 017 New Roof \$23,970.00
 - CO 019 Fire alarm permit fee \$162.00

B SCHOOLS

- 1 approve School Bus Emergency Exit Drills completed at ESC Academy on April 16, 2019, as per N.J.A.C. 6A:27-11.2, for the following routes:
 - Cassidy - ESC1928
 - DVRHS - ESC1927
 - Frank D. Valcheck, Inc. - ESCH

C HOFFMANS CROSSING No Action Items

D TECHNOLOGY

- 1 host Follet Destiny software application for the 2019-20 school year, as follows:

DISTRICT	LICENSING	HOSTING	QUANTITY
Clark	\$550.00	\$150.00	1
Delaware Twp	\$700.00	\$150.00	1
Jersey City	\$26,600.00	\$5,700.00	38
Oxford	\$700.00	\$150.00	1
Stillwater	\$700.00	\$150.00	1
Union Twp	\$1,100.00	\$300.00	2

E ADULT BASIC EDUCATION No Action Items

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
 - 556 Hudson, County of

- 557 Willingboro Board of Education
- 558 Rochelle Park Library
- 559 East Newark Board of Education

2 ratify the Office Supply bid #196, effective April 16, 2019 through April 15, 2021, as authorized at the April 2, 2019 Board of Directors meeting, as follows:

W.B. Mason The Tree House Staples Contract & Commercial LLC operative as Staples Business Advantage

3 ratify the LED Lighting Supplies & Equipment bid #HCESC-CAT-19-07, as authorized at the April 2, 2019 Board of Directors meeting, effective April 20, 2019 through April 19, 2021 as follows:

Generations Electrical Company 30% off All Star, Alphasite, ASD, Green Creative, HiLumz, Saba Holophane, Sunpark, Ushio QSSI, Philips, Xtralight, BravoLED, PV Tech and Techline. 35% off Chauvet, ETC, JTL Studio, Altman and Philips Strand Lighting.

Warshaver Electric Supply Co., Inc. 10%-15% off RAB, 15% off Leviton, 20% off Lightolier, 20% off Daybrite, Philips, Chloride, Stonco, Gardco, Hadco.

Tri-State LED 5% off Revolution, RAB, Sparkle, Cree, Green Creative, Maxlite, Remphos, Elite, Fulham & Leviton

4 ratify the Water Testing Services bid #HCESC-SER-19-05, as authorized at the April 2, 2019 Board of Directors meeting, effective May 1, 2019 through April 30, 2020 with Eurofins QC LLC as follows:

Sampling Type	Flat Rate Fee-All Inclusive
Routine Coliform & Disinfection Residuals	\$85.00
Copper/Lead	\$67.00
Radiologicals	\$360.00 - additional \$135.00 if Radium 226 needs to be run
Distribution System Total Alkalinity	\$35.00
Distribution System pH	\$18.00
1,2,3-Trichloropropane (includes 1,2-Dibromo-3-Chloropropane and Ethylene Dibromide)	\$110.00 - additional \$110.00 if blank needs to be analyzed
Inorganics	\$250.00
Stage 2 Disinfection Byproducts-HAA5	\$160.00
Stage 2 Disinfection Byproducts-TTHM	\$145.00
pH	\$18.00
Perfluorononanoic Acid (PFNA)	\$385.00 1st location \$300.00 each additional location - additional \$225.00 if blank needs to be analyzed
Nitrates	\$36.00
Volatile Organic Compounds	\$155.00
Synthetic Organic Compounds	\$1,665.00
Asbestos	\$180.00

5 ratify the Safety & Security Window Film bid #HCESC-SER-19-08, as authorized at the April 2, 2019 Board of Directors meeting, effective May 7, 2019 through May 6, 2020 with Energy Solutions Window Tinting as follows:

3M Ultra S600 Safety Film - \$7.50 sf	3M Ultra S800 Safety Film - \$8.20 sf
3M Safety S80 Safety Film - \$6.40 sf	3M Ultra Prestige 50 Safety & Energy Saving Film - \$8.90 sf
3M Ultra Prestige 70 Safety & Energy Saving Film - \$8.90 sf	3M Ultra NV 25 Safety & Energy Saving Film - \$8.20 sf

6 ratify the Industrial Supplies & Equipment bid #HCESC-CAT-19-09, as authorized at the April 2, 2019 Board of Directors meeting, effective May 7, 2019 through May 6, 2021 as follows:

- a) F.W. Webb Company
- b) Hilli, Inc. - Power Tools-Minimum 40%, Misc. Categories-Minimum 45%
- c) Ferguson Enterprise, LLC- (pending receipt of required documents)

7 renew the Technology Installation & Integration Services bid #15/16-Tech-01-02 with ePlus Technology, Inc., effective May 13, 2019 through May 12, 2020, with no changes

8 renew the Comprehensive Safety & Security System Evaluations bid #HCESC-Tech-17-01, effective July 21, 2019 through July 20, 2020 with Advantage Security/Sonitrol

I DEPARTMENT OF SCHOOL SERVICES

No Action Items

J TRANSPORTATION

1 approve Coordinated Transportation, effective July 1, 2019 through June 30, 2020, for the following:

Alexandria Township	Bethlehem Township	Black Horse Pike	Bloomsbury Township
Branchburg Township	Califon	Central Regional S.D.	Clinton Boro/Glen Gardner
Clinton Township	Delaware Township	Delaware Valley Reg. H.S.	East Amwell Township
ESC of Morris	Franklin Township	Frenchtown	Hampton
Hamilton Township BOE	High Bridge BOE	Holland Twp.	Hunterdon Central Reg. H.S.
Hunterdon Cty. Dept. Human Svc	Kingwood Township School	Lambertville School	Lebanon Borough
Lebanon Township	Manville BOE	Milford School	North Hunterdon Reg. H.S. District
Readington Township	Somerset County ESC	South Hunterdon Regional District	State of N.J. Dept. of Human Svc
Tewksbury Township	Toms River Regional Schools	Union Township	Sussex Cty Regional Trans Cooperative
Trenton BOE	Warren County Special Svc		

2 approve Special Education Transportation Routes, as follows:

GLEN GARDNER

a Quoted Routes March 27, 2019 - June 30, 2019

Route#	Destination	Sending District	Contractor	Route Per Diem	Aide Per Diem
1958T	New Roads	North Hunterdon	A.Morris Scott	\$270.00	N/A

- 3 provide Lactore Naboth training for Class B CDL License Passenger, Student and Air Brake endorsement, at a rate of \$300.00, effective March 25, 2019
- 4 provide Clalisel Dorvil training for Class B CDL License and Passenger, Student and Air Brake endorsement, at a rate of \$800.00, effective April 1, 2019
- 5 provide Nama JN-Jacques training for Class B CDL License and Passenger, Student and Air Brake endorsement, at a rate of \$800.00; effective April 4, 2019
- 6 provide Francois Saint Pierre training for Class B CDL License and Passenger, Student and Air Brake endorsement, at a rate of \$800.00, effective April 5, 2019
- 7 approve Interlocal Vehicle Sale Agreement with Mount Olive School District Board of Education, effective March 11, 2019, for HCESC to sell their used vehicles, as needed, for an administrative fee of 10% of the sale price
- 8 approve Interlocal Vehicle Sale Agreement with Chester School District Board of Education, effective April 18, 2019, for HCESC to sell their used vehicles, as needed, for an administrative fee of 10% of the sale price
- 9 rescind the award of the sale of School Transportation Vehicles for Bid #18-06, approved at the August 28, 2018 Board of Directors meeting, as follows:

#	Year	Passenger	VIN #	Make/Model	Top Offer	Results
515	2005	54	1BAKFCKH05F226615	BlueBird Vision	\$350.00	Car Country

scrap the following vehicle:

#	Year	Passenger	VIN #	Make/Model	Amount	Vendor
515	2005	54	1BAKFCKH05F226615	BlueBird Vision	\$250.00	GreenBrook Auto Salvage

10 award sale of following vehicles to Deptford Board of Education, as negotiated for \$513,000:

LOCATION	HCESC #	YEAR	MAKE	DESCRIPTION	VIN #	AMOUNT
GG	V-26	2017	Thomas	19P Wheelchair	1GB6G58G3F1286947	\$52,750.00
GG	V-28	2017	Thomas	19P Wheelchair	1GB6G58G6F1286408	\$52,750.00
GG	2	2017	Thomas C2	54P Bus	4UZABRDU3HCHS9540	\$81,500.00
GG	10	2017	Thomas C2	54P Bus	4UZABRDU7HCHS9539	\$81,500.00
GG	11	2017	Thomas C2	54P Bus	4UZABRDU2HCHS9738	\$81,500.00
GG	12	2017	Thomas C2	54P Bus	4UZABRDU5HCHS9541	\$81,500.00
GG	14	2017	Thomas C2	54P Bus	4UZABRDU7HCHS9542	\$81,500.00

- 11 authorize administration to award Vehicle Sale Bid 19-06 to highest responsible bidder
- 12 reject all bids for Transportation Bid #T1920 in accordance with N.J.A.C. 6A:27-9.8(b) and to re-bid. The bids for this project were rejected for the following reasons:
 - a) To substantially revise the specifications (removing the bulk bid option);

- b) To solicit new bids as the original bid prices substantially exceeded the cost estimates for these routes; and
 c) To comply with NJAC 6A:27-9.3(b), as not all bidders previously received proper notice of the revision to the bid specifications from the prior round of bidding.

13 authorize administration to rebid and award Transportation Bid #T1920-2 to lowest, responsible and responsive bidder

K PERSONNEL

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

1 to approve 2019 - 2020 staff renewals

(HANDOUT)

2 **Appointments***

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Rate/Salary</u>	<u>Effective On or About</u>
Theresa Calabrese	P/T Bus Monitor	FRSD	\$21.12/ Hour	09/01/2018
Maura Perry	P/T Bus Monitor	FRSD	\$21.12/ Hour	09/01/2018
Heather Lewis	P/T Bus Monitor	FRSD	\$21.12/ Hour	03/01/2019
Grete Meiners	P/T Bus Monitor	FRSD	\$21.12/ Hour	03/01/2019
JoAnn Kernan	P/T Bus Monitor	FRSD	\$21.12/ Hour	03/01/2019
Joanna Turek	P/T Bus Monitor	FRSD	\$21.12/ Hour	03/01/2019
Magdalena Wojtowicz	P/T Bus Monitor	FRSD	\$21.12/ Hour	03/01/2019
Anita Christman	P/T Bus Monitor	FRSD	\$21.12/ Hour	03/01/2019
Megan Piontkowski	P/T Bus Monitor	Hampton	\$20.00/ Hour	03/18/2019
Yelitza Araujo	P/T Teacher Assistant	FRSD	\$15.75/ Hour	04/29/2019
Ami Selvamani-Vijayarathnabai	P/T Teacher Assistant	FRSD	\$15.75/ Hour	05/01/2019
Ghazala Abbas	P/T Teacher Assistant	Bedminster	\$15.75/ Hour	06/03/2019
Jessika Sierra-Ricci	P/T Teacher Assistant	FRSD	\$15.75/ Hour	05/07/2019
Mary Henry	P/T School Psychologist	School Services	\$65.00/ Hour	04/29/2019

**pending completion of required paperwork*

3 to amend the following appointment approved at the April 2, 2019 Board of Directors' Meeting:

Mina Bahrami	P/T Instructor	ABE	FMLA	02/27/2019 - 03/05/2019 (Paid) 03/06/2019 -03/22/2019 (Unpaid)
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to

Mina Bahrami	P/T Instructor	ABE	FMLA (intermittent)	02/27/2019 - 03/05/2019 (Paid) 03/06/2019 -04/12/2019 (Unpaid)
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4 to amend the following appointment approved at the April 2, 2019 Board of Directors' Meeting:

Ildiko Meijer	P/T Teacher Assistant	Lebanon	\$16.14/ Hour	03/14/2019
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to

Ildiko Meijer	P/T Teacher Assistant	Franklin Twp	\$16.14/ Hour	03/14/2019
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5 to rescind the following appointment approved at the March 5, 2019 Board of Directors' Meeting:

Rachel Ruane	P/T School Nurse	School Services	\$33.00/ Hour	03/04/2019
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6 Leaves of Absence (LOA)*

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective</u>
Jelena Clemente - Todorovic	P/T Bus Driver	Glen Gardner	Medical	3/22/19 to TBD 17.5 days Paid

**pending completion of required paperwork*

7 Resignations / Retirements / Terminations

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective</u>
William Ceus	P/T Bus Driver	West Orange	Retirement	06/30/2019
Nicole Gross	P/T Teacher Assistant	FRRSD	Resignation	04/26/2019
Michelle Black	P/T Teacher Assistant	FRRSD	Resignation	04/05/2019
Debra Woods	P/T Teacher Assistant	Bethlehem	Resignation	05/15/2019
Latarshia Kimbrough	P/T Bus Driver	West Orange	Resignation	05/10/2019

L PROFESSIONAL DEVELOPMENT

M BENEFIT RENEWAL

- 1 approve Medical and Prescription Benefit plans for the 2019-2020 school year with Horizon Blue Cross Blue Shield of New Jersey at the premiums listed below, 5% increase over 2018-2019 rates, and with an employee contribution rate of 1.5% of salary or a percentage of premium as per statute, whichever is higher:

Employees eligible on or before June 30, 2013	
	Horizon Omnia Monthly Premium
Single	\$768.39
Parent/Children	\$1,369.34
Employee/Spouse	\$1,815.80
Family	\$2,453.78

Employees eligible July 1, 2013 or after	
	Horizon Omnia Monthly Premium paid by HCESC
Single	\$768.39
Parent/Children	\$918.63
Employee/Spouse	\$1,030.24
Family	\$1,189.74

- 2 approve the following optional benefit plan available to employees at their own expense beyond costs above:
- | | | |
|--------------|-------------|------------|
| Horizon HDHP | Horizon POS | Horizon DA |
|--------------|-------------|------------|
- 3 approve Opt-Out option to employees in lieu of Medical, Prescription and Dental Benefits in an annual amount of \$500 (prorated) upon required proof of coverage. Payout will be made through payroll, paid to employee in equal installments each pay.

MOTIONS PASSED, pending ratification

XII UNFINISHED BUSINESS

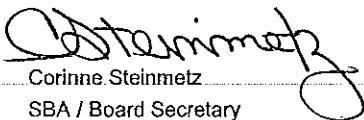
XIII NEW BUSINESS

XIV CITIZENS ADDRESS THE BOARD

XV ADJOURNMENT

Kevin Gilman moved, seconded by Joseph Somers to adjourn the meeting. Since there was no further action to be discussed the meeting adjourned

Respectfully submitted by:


Corinne Steinmetz
SBA / Board Secretary