

VA

**Board of Directors Meeting
December 3, 2019
MINUTES**

A REGULAR meeting of the Hunterdon County Educational Services Commission Board of Directors will 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 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 PRESENT

Charles Miller (E AMWELL) - PRESIDENT
Jennifer Giordano (BEDMINSTER)
Dr. Greg Farley (BETHLEHEM)
Seth Cohen (CLINTON BORO/GLEN GARDNER)

Joseph Somers (HOLLAND)
Donna Herbel (KINGWOOD)
Teresa Kane (MILFORD)
Jennifer Sigler (UNION)

ADMINISTRATION/STAFF PRESENT

Marie B. Gorey (SUPERINTENDENT)
Christina Greaves (PARAPROFESSIONAL COORDINATOR)
Fran Leddy (ABE COORDINATOR)

Corinne Steinmetz (SBA/BOARD SECRETARY)
Heidi Gara (ASST SBA)

III CALL TO ORDER

4:17 pm at the HCESC ABE Building at 8 Bartles Corner Road, Flemington, Board President, Charles Miller called the meeting to order

APPROVE AGENDA

Donna Herbel moved, seconded by Jennifer Sigler to approve the December 3, 2019 agenda
MOTION PASSED UNANIMOUSLY

IV CITIZENS ADDRESS THE BOARD OF DIRECTORS NONE

V APPROVAL OF MINUTES

Seth Cohen moved, seconded by Joseph Somers to:

- A approve the November 12, 2019 Board Meeting Minutes
- B approve the November 12, 2019 Executive Session Board Meeting Minutes

MOTION PASSED with Dr. Greg Farley and Teresa Kane abstaininig

VI FINANCIAL REPORTS

A Joseph Somers moved, seconded by Seth Cohen to approve the line item transfers and budget appropriations for the period of November
MOTION PASSED UNANIMOUSLY

VII LIST OF BILLS

A Jennifer Sigler moved, seconded by Donna Herbel to approve the following

1	November 2019	\$1,183,238.00	Payroll
2	November 2019	\$10,289.42	Hand checks
3	December 3, 2019	\$839,323.02	Computer Generated
		<u>\$2,032,850.44</u>	TOTAL

MOTION PASSED UNANIMOUSLY

VIII CORRESPONDENCE / COMMUNICATION

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

Board of Directors Meeting
December 3, 2019
MINUTES

X POLICY No Action Items

XI SUPERINTENDENT'S REPORT, presented by Marie B. Gorey:

- Heating unit at Barn under evaluation - Poly students utilizing the great room in meantime
- New sheep and goat
- Medicaid provider number for DDD program requesting board member information

Dr. Greg Farley moved, seconded by Jennifer Giordano to approve consent agenda items XIA through XIH to:

A ADMINISTRATION

- 1 approve Hoffman Equipment disbursements (#1-17) from TD Equipment Finance, Inc. lease #40121351, which has been liquidated
- 2 approve Hoffman Barn Renovation disbursements (#1-7) from TD Equipment Finance, Inc. lease #40149448, which has been liquidated
- 3 increase Fund 20 Budget \$25,000 to support additional services and increased entitlements

B SCHOOLS No Action Items

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

H PURCHASING

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

#	DISTRICT
602	Sandyston-Walpack BOE
603	Colts Neck, Township of
604	Eastampton BOE
605	Ocean County Library
606	Mount Laurel Township Municipal Utilities Authority
607	Spring Lake Heights, Borough of
608	Cranford, Township of

- 2 award the 10 Passenger Full Size Van Bid #HCESC-Trans-19-18, effective January 13, 2020 through January 13, 2021 as follows:

Contractor	Base Bid Price	% off Options
DFFLM, LLC dba Ditschman/Flemington Ford Lincoln	\$28,723.00	5%
Contemporary Motor Car, Inc.	\$38,225.00	3%
Tom's Ford	\$31,998.00	8%

MOTIONS PASSED UNANIMOUSLY

I DEPARTMENT OF SCHOOL SERVICES No Action Items

J TRANSPORTATION

Jennifer Sigler moved, seconded by Dr. Greg Farley to:

GLEN GARDNER

- 1 approve Special Education Transportation Routes, as follows:

Quoted Routes		September 1, 2019 - June 30, 2020			
Route#	Destination	Sending District	Contractor	Route Per Diem	Aide Per Diem
1933	Voorhees	North Hunterdon/Voorhees	First Student	\$258.00	

**Board of Directors Meeting
December 3, 2019
MINUTES**

- 2 approve Joint Transportation Agreement with Delaware Valley Regional School District for the 2019-2020 School Year, as follows:

Contracted Routes						September 1, 2019 - June 30, 2020	
Route#	Destination	Sending District		Contractor	Route Per Diem	Aide Per Diem	
2028T	Stepping Stone	Delaware Twp.		DVR	\$242.40	N/A	
DASE	Midland	Clinton Twp.		DVR	\$111.40	N/A	
1820	Stepping Stone	Delaware Twp		DVR	\$121.20	N/A	

- 3 amend approval with Clinton Township Board of Education, approved at the August 27, 2019 Board of Directors meeting for the 2019-2020 School Year, as follows:

Route#	Destination	Sending District		Contractor	Route Per Annum	Aide Per Annum	
CS01	Spruce Run School	Clinton Township School District		HCESC	\$26,025.58	\$8,116.00	
To:							
Route#	Destination	Sending District		Contractor	Route Per Annum	Aide Per Annum	
CS02	Spruce Run School	Clinton Township School District		HCESC	\$26,025.58	\$8,116.00	

- 4 approve Joint Transportation Agreement, for the 2019-2020 School Year, for the following:
Rockaway Borough School District

WEST ORANGE

- 5 approve Special Education Transportation Routes with Morris ESC, as follows:

Contracted Routes						Sept. 1, 2019 to June 30, 2020	
Route#	Destination	Sending District		Contractor	Route Per Diem	Aide Per Diem	
CE502	DLC	Morristown		HCESC	\$326.88	\$90.00	

- 6 approve Interlocal Vehicle Sale Agreement with West Orange Board of Education, effective September 25, 2019, for HCESC to sell their used vehicles, as needed, for an administrative fee of 10% of the sale price.
- 7 renew purchase of fuel from Wex/FleetOne, at lowest price available, as needed, per NJSA 18A:18A-5; effective November 28, 2019 through November 27, 2020
- 8 provide Wilson Dune training for Class B CDL License inclusive of Passenger, Student and Air Brake endorsement, at a fee of \$1,000.00, effective November 15, 2019
- 9 provide Donald Coq training for Class B CDL License inclusive of Passenger, Student and Air Brake endorsement, at a fee of \$1,000.00, effective November 22, 2019
- 10 ratify the sale of School Transportation Vehicles as follows:

LOC-#	Year	Make/Model	DESCRIPTION	VIN #	Top Offer	Award to	METHOD
WO-471	2003	Chevrolet	16 Pasenger Van	1GBHG31F021191858	\$1,000.00	Frantz	19-08
WO-367	2003	Bluebird	54 Passenger Bus	1BAAGCPAX3F208124	\$1,800.00	Motino	NEGOTIATED
WO-368	2003	Bluebird	54 Passenger Bus	1BAAGCPA13F208125	\$1,800.00	Motino	NEGOTIATED
WO-450	2004	Chevrolet	16 Pass Bus Micro Bir	1GBHG31F421227647	\$1,500.00	Trans Ed	NEGOTIATED
WO-477	2004	Chevrolet	16 Passenger Van - B	1GBHG31F321204151	\$1,500.00	Trans Ed	NEGOTIATED
WO-452	2004	Chevrolet	16 Pass Bus Micro Bir	1GBHG31FX21229094	\$1,600.00	Brian Foley	NEGOTIATED
WO-480	2004	Chevrolet	16 Passenger Van - B	1GBHG31F721200796	\$1,500.00	Trans Ed	NEGOTIATED
WO-324	2016	Thomas C2	54 Passenger Bus	4UZABRDT4GCHG8817	\$49,000.00	Aldin	19-08
WO-325	2016	Thomas C2	54 Passenger Bus	4UZABRDT6GCHG8818	\$49,000.00	Aldin	19-08
WP-V246	2017	Thomas	24 Passenger Bus	1GB3GSBG2G1221977	\$41,226.00	Morris Catholic	19-08
WO-305	2017	Thomas C2	54 Passenger Bus	4UZABRDT1HCHS6983	\$62,500.00	Krapf	19-08
WO-308	2017	Thomas C2	54 Passenger Bus	4UZABRDT1HCHS9723	\$62,500.00	Krapf	19-08
WO-313	2017	Thomas C2	54 Passenger Bus	4UZABRDT8HCHS9721	\$62,500.00	Krapf	19-08
WO-326	2017	Thomas C2	54 Passenger Bus	4UZABRDT5HCHS9725	\$62,500.00	Krapf	19-08
WO-327	2017	Thomas C2	54 Passenger Bus	4UZABRDT6HCHS9720	\$62,500.00	Krapf	19-08

MOTIONS PASSED UNANIMOUSLY

**Board of Directors Meeting
December 3, 2019
MINUTES**

K PERSONNEL

Dr. Greg Farley moved, seconded by Seth Cohen to approve the following personnel items, as recommended by the Superintendent:

1 Appointments*

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Rate/Salary</u>	<u>Effective On or About</u>
Christine Kirkland	P/T School Bus Monitor	WO	\$14.90 / Hour	11/12/2019
Maria Osorio	P/T School Bus Driver	WO	\$20.50 / Hour	11/14/2019
Brittany Casieri-Lowry	P/T Teacher Assistant	FRRSD	\$15.75 / Hour	11/25/2019
Colleen Chrobak	P/T Teacher Assistant	FRRSD	\$15.75 / Hour	12/02/2019

**pending completion of required paperwork*

2 Leaves of Absence*

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective On or About</u>
Diane Banks	P/T School Bus Driver	WO	Medical	11/8/19 to TBD 19 Days Paid
LaTanya Irving	P/T School Bus Driver	WO	Medical	11/18/19 to 1/30/20 35.75 Days Paid
Jennice Jones	P/T School Bus Monitor	WO	Medical	11/4/19 to TBD 11 Days Paid
Janine Boganski	Teacher	EXT	Medical	1/20/20 to TBD 7.5 Days Paid

3 To amend the following leave of absence approved at the October 1, 2019 Board of Directors Meeting

Janice Cannon	P/T Speech Teacher	School Services	NJFLA (Intermittent)	09/01/2019 - TBD (Up to 16 Days Paid)
to				
Janice Cannon	P/T Speech Teacher	School Services	NJFLA (Intermittent)	09/01/2019 - TBD (Up to 10 Days Paid)

**pending completion of required paperwork*

4 Resignations / Retirements / Terminations

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective On or About</u>
Johnson Noelvil	P/T School Bus Driver	WO	Resignation	11/11/2019
Rolando Jackson	P/T School Bus Driver	WO	Resignation	11/18/2019
Montha Mele	P/T School Bus Driver	WO	Resignation	11/18/2019
Dara Kalnas	P/T Teacher Assistant	FRRSD	Resignation	11/19/2019
Stacey Timpson	P/T Teacher	EXT	Resignation	12/03/2019
Lorraine Koscis	Office Manager/Dispatcher	WO	Retirement	12/31/2019

MOTIONS PASSED UNANIMOUSLY

L PROFESSIONAL DEVELOPMENT

- 1 Joseph Somers moved, seconded by Donna Herbel to 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	Zones of Regulation	12/11/2019	\$300.00
Teacher	Tools of Engaged Learning	01/15/2020	\$219.00

MOTION PASSED UNANIMOUSLY

XII UNFINISHED BUSINESS

XIII NEW BUSINESS

- A Proposed combining Nov 2020 and Dec 2020 meetings
 B Superintendent, Marie B. Gorey thanked the Board for their continued time and support. We are very grateful and appreciate everyone for their commitment.

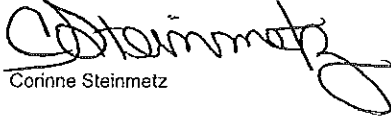
Board of Directors Meeting
December 3, 2019
MINUTES

XIV CITIZENS ADDRESS THE BOARD

XV ADJOURNMENT

Teresa Kane moved to adjourn the meeting. Since there was no further action to be discussed, the meeting adjourned at 4:35 pm

Respectfully submitted by:


Corinne Steinmetz