

BOARD OF DIRECTORS MEETING
June 28, 2016
MINUTES

A REGULAR meeting of the Hunterdon County Educational Services Commission Board of Directors was held in the Adult Literacy Building, 200 Main Street, Flemington, New Jersey on Tuesday, June 28, 2016 at 4:15 pm

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	Tom Bruhl, Vice President (DELAWARE)
Jennifer Giordano (BEDMINSTER)	Seth Cohen (CLINTON-GLEN GARDNER)
William Martin (DEL-VAL REG)	Joseph Somers (HOLLAND)
Dr. Kimberly Metz (HUNTERDON VOCATIONAL)	Jason Kornegay (LEBANON TWP)

ADMINISTRATION / STAFF PRESENT

Marie B. Kisch (SUPERINTENDENT)	Corinne Steinmetz (SCHOOL BUS ADMIN)
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III. CALL TO ORDER

At 4:18 pm at the ESC Academy at 37 Hoffmans Crossing Rd, Califon, Board President, Charles Miller recessed the meeting until Quorum is met

At 4:21 pm Thomas Bruhl arrived, Quorum was met and Board President, Charles Miller called the meeting to order

IV. CITIZENS ADDRESS THE BOARD OF DIRECTORS,

Public Hearing on School Business Administrators employment contract for the 2016-2017 school year, as presented by Marie B. Kisch, Superintendent

Tom Bruhl moved, seconded by William Martin to approve the agenda with the following amendments:

XI I-3b remove vehicle award of V9 & V11 to North Star

XI J-5 correct Off-site Teacher Assistant, Katherine Metelitsa pay rate as follows:

	2015-16 RATE	2016-17 RATE
From	\$15.75	\$16.07
To	\$16.76	\$17.09

MOTION PASSED UNANIMOUSLY

V. APPROVAL OF MINUTES

A Jason Kornegay moved, seconded by Thomas Bruhl to approve the June 13, 2016 Board of Directors Meeting minutes, respectfully submitted by the Board Secretary

MOTION PASSED UNANIMOUSLY

Jason Kornegay moved, seconded by William Martin to approve action items VI and VII t

VI. FINANCIAL REPORTS

A Motion to approve the line item transfers and budget appropriations for the period of June 2016 (Adj #233-253)

VII. LIST OF BILLS

A Jason Kornegay moved, seconded by William Martin to approve the following list of bills:

1 June 1 - 17, 2016	\$574,289.90 Payroll
2 June 1 - 24, 2016	\$7,097.15 Hand checks
3 June 28, 2016 List of Bills	\$261,912.30 Computer Generated
4 June 15, 2016 Consultant Payroll	\$43,574.50 Payroll
5 June 30, 2016 Consultant Payroll	\$5,981.25 Payroll
	<u>\$892,855.10</u>

MOTIONS PASSED UNANIMOUSL

VIII. CORRESPONDENCE/COMMUNICATION

A Governor's Educators Recognition Luncheon Thank You

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, June 23, 2016 Met and reviewed agenda items

F Finance, June 23, 2016 Met and reviewed agenda items

G Executive, June 23, 2016 Met and reviewed agenda items

X. POLICY (no action items)

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XI SUPERINTENDENT'S REPORT

Marie Kisch reported:

Maintenance staff will be painting and landscaping over the summer.

Facility use over the summer.

Last board meeting to be held at 200 Main Street, the Adult Education program will be moving to Bartles Corner Business Park, the move will save the HCESC money. We appreciate the landlord's efforts at 200 Main Street during the past 2 years.

HCESC as an agreement with PlanConnect to be the Third Party Administrator for our 403(b) and 457 plans. They will help us ensure compliance and communication with staff.

Jason Kornegay moved, seconded by Kimberly Metz to approve action items XI A and B:

A ADMINISTRATION

- 1 The Hunterdon County Educational Services Commission Board of Directors hereby approves the submission of grant application for the 2015 Safety Grant Program through the New Jersey School Boards Association Insurance Group's ERIC - West Sub Fund for the purposes of security and training improvements, as described in the application in the amount of \$21,650.00 for the 2015-16 school year
- 2 authorize the Superintendent to audit and approve necessary payments, prior to Board approval at the next meeting and authorize all actions to close the books
- 3 approve 403(b) and 457(b) Plan Documents

B SCHOOLS

- 1 approve the Doctor's Standing Order, as written and approved by the Hunterdon County Educational Services Commission school physician, Premier Family Medicine

MOTIONS PASSED UNANIMOUSLY

C TECHNOLOGY (no action items)

D ADULT BASIC EDUCATION (no action items)

E PARAPROFESSIONALS (no action items)

F LEASE PURCHASING (no action items)

William Martin moved, seconded by Thomas Bruhl to:

G PURCHASING

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

#	DISTRICT
390	Hanover Park Board of Education
391	Cresthaven Academy Charter School
392	Upper Saddle River Board of Education
393	Montgomery Township Board of Education
394	Maplewood, Township of
395	Moonachie Board of Education
396	Allenhurst Board of Education

- 2 award the Chromebook Refurbishment Parts & Accessories bid #HCESC-Tech-16-02, effective July 1, 2016 through June 30, 2017, as follows:

	Samsung - OEM	Samsung - Compatible			
	PC Parts Plus	Asset Genie	Asset Genie	Asset Genie	Asset Genie
	All Models	XE500C13	XE303C	XE500C12	XE503C
LCD Panels	\$ 44.99	\$ 30.50	\$ 33.75	\$ 33.75	\$ 33.75
Batteries	\$ 39.99		\$ 32.95	\$ 39.00	\$ 34.00
Motherboards	\$ 99.99	\$ 95.00	\$ 79.00	\$ 89.00	\$ 95.00
Protective Cases	\$ 24.99				
Palmrests & Keyboards	\$ 54.99	\$ 54.95	\$ 49.50	\$ 54.95	
Chargers	\$ 24.99	\$ 19.00	\$ 14.95	\$ 15.00	\$ 12.50
Adapters	\$ 24.99	\$ 19.00	\$ 14.95	\$ 15.00	
Bezels	\$ 14.99	\$ 19.95	\$ 12.75	\$ 19.00	\$ 15.50
Back Cover	\$ 29.99	\$ 24.95	\$ 19.75	\$ 29.00	
Cables, Screws, Hinges	\$ 14.99	\$ 17.00	\$ 14.95	\$ 14.95	\$ 15.00

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b	Dell - OEM	Dell - Compatible	
	PC Parts Plus	Asset Genie	Asset Genie
	All Models	G1 2014	G2 2015
LCD Panels	\$ 42.99	\$ 30.50	\$ 30.50
Batteries	\$ 39.99	\$ 25.95	\$ 47.75
Motherboards	\$ 99.99	\$ 105.00	\$ 105.00
Protective Cases	\$ 24.99		
Palmrests & Keyboards	\$ 49.99	\$ 48.95	\$ 45.95
Chargers	\$ 24.99	\$ 15.95	\$ 16.00
Adapters	\$ 24.99	\$ 15.95	\$ 16.00
Bezels	\$ 19.99	\$ 26.95	\$ 23.00
Back Cover	\$ 29.99	\$ 39.95	\$ 34.95
Cables, Screws, Hinges	\$ 14.99	\$ 16.00	\$ 17.50

c	HP - OEM	HP - Compatible			
	PC Parts Plus	Asset Genie	Asset Genie	Asset Genie	Asset Genie
	All Models	14 G1	11 G3	11 G4	14 G3
	11" / 14"				
LCD Panels	\$42.99 / \$59.99	\$ 44.75	\$ 30.50	\$ 30.50	\$ 52.50
Batteries	\$39.99 / \$39.99	\$ 39.95	\$ 39.50	\$ 29.75	\$ 49.00
Motherboards	\$79.99 / \$99.99	\$ 99.00	\$ 79.00	\$ 89.00	\$ 92.00
Protective Cases	\$24.99 / \$24.99				
Palmrests & Keyboards	\$59.99 / \$89.99	\$ 90.00	\$ 49.95	\$ 49.95	\$ 79.00
Chargers	\$24.99 / \$24.99	\$ 15.50	\$ 16.50	\$ 16.50	\$ 17.50
Adapters	\$24.99 / \$24.99	\$ 15.50	\$ 16.50	\$ 16.50	\$ 17.50
Bezels	\$14.99 / \$14.99	\$ 35.00	\$ 16.50	\$ 16.50	\$ 39.00
Back Cover	\$29.99 / \$29.99		\$ 38.50	\$ 38.50	\$ 48.00
Cables, Screws, Hinges	\$14.99 / \$14.99	\$ 19.00	\$ 16.00	\$ 16.00	\$ 19.00

d	Acer - OEM	Acer - Compatible			
	PC Parts Plus	Asset Genie	Asset Genie	Asset Genie	Asset Genie
	All Models	C740	C720	C720P	C810
LCD Panels	\$ 42.99	\$ 30.50	\$ 30.50	\$169.00 w/Touchscreen	\$ 69.00
Batteries	\$ 39.99	\$ 37.95	\$ 37.95	\$ 37.95	\$ 39.95
Motherboards	2GB \$99.99 4GB \$149.99	\$ 99.00	\$ 95.00		
Protective Cases	\$ 24.99				
Palmrests & Keyboards	\$ 54.99	\$ 59.95	\$ 59.95	\$ 55.00	
Chargers	\$ 24.99	\$ 15.75	\$ 15.95	\$ 15.50	\$ 19.95
Adapters	\$ 24.99	\$ 15.75	\$ 15.95	\$ 15.50	\$ 19.95
Bezels	\$ 14.99	\$ 17.95	\$ 15.95		
Back Cover	\$ 29.99	\$ 26.95	\$ 24.75		
Cables, Screws, Hinges	\$ 14.99	\$ 19.00	\$ 19.95		

e	Lenovo - OEM	Toshiba - OEM		
	PC Parts Plus	Asset Genie	Asset Genie	Asset Genie
	All Models	N21	IIE	X131E
LCD Panels	\$ 42.99	\$ 30.50	\$ 30.50	\$ 33.75
Batteries	\$ 39.99	\$ 38.95	\$ 84.95	\$ 49.95
Motherboards	2GB \$89.99 4GB \$99.99	\$ 54.95	\$ 95.00	\$ 89.00
Protective Cases	\$ 24.99			
Palmrests & Keyboards	\$ 79.99	\$ 67.95	\$ 42.50	\$42.50 Palmrest & Touchpad
Chargers	\$ 44.99	\$ 19.00	\$ 19.50	\$ 15.50
Adapters	\$ 44.99	\$ 19.00	\$ 19.50	\$ 15.50
Bezels	\$ 14.99	\$ 14.95	\$ 36.95	\$ 15.95
Back Cover	\$ 29.99	\$ 21.95	\$ 24.95	\$ 27.95
Cables, Screws, Hinges	\$ 14.99	\$ 19.00	\$ 19.00	\$ 19.00
Keyboards				\$ 28.95

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f	Toshiba - OEM	Toshiba - Compatible		
	PC Parts Plus	Asset Genie	Asset Genie	Asset Genie
	All Models	CB35A	CB30A	CB30B & CB35B
LCD Panels	\$ 99.99	\$ 69.00	\$ 69.00	\$ 54.00
Batteries	\$ 39.99	\$ 25.00	\$ 25.00	
Motherboards	\$ 99.99			
Protective Cases	\$ 24.99			
Palmrests & Keyboards	\$ 64.99			
Chargers	\$ 29.99	\$ 15.95	\$ 15.95	\$ 17.00
Adapters	\$ 29.99	\$ 15.95	\$ 15.95	\$ 17.00
Bezels	\$ 39.99			
Back Cover	\$ 39.99			
Cables, Screws, Hinges	\$ 14.99			

g	ASUS - OEM	Asus - Compatible		
	PC Parts Plus	Asset Genie	Asset Genie	Asset Genie
	All Models	C300MA	C200MA	C201PA
LCD Panels	C200 \$42.99 C300 \$69.99	\$ 54.95	\$ 37.95	\$ 42.75
Batteries	\$ 39.99	\$ 29.95	\$ 59.00	\$ 38.95
Motherboards	\$ 99.99	\$ 54.00		\$ 54.00
Protective Cases	\$ 24.99			
Palmrests & Keyboards	\$ 99.99	\$ 59.95		\$ 59.95
Chargers	\$ 24.99	\$ 22.95	\$ 22.95	\$ 44.95
Adapters	\$ 24.99	\$ 22.95	\$ 22.95	\$ 44.95
Bezels	\$ 19.99	\$ 16.00		\$ 16.95
Back Cover	\$ 29.99	\$ 19.00		\$ 22.95
Cables, Screws, Hinges	\$ 14.99	\$ 19.00		

MOTIONS PASSED UNANIMOUSLY

Thomas Bruhl moved, seconded by William Martin to approve action items XI H and I:

H DEPARTMENT OF SCHOOL SERVICES

1 approve the following Consultant rates of pay, effective July 1, 2016 through June 30, 2017:

a Non Public School Services

Child Study Team Services
\$220.00 per evaluation and report (assessment(s) including observation if assigned)
\$50.00 per required meetings) (planning/eligibility)
\$25.00 per report acceptance
\$70.00 case management/per case (1 time per year per child)
\$100.00 Speech - case management (only initial/re-eval)
\$200.00 Annual Review - case manager only (include SP development and meeting)

Speech Services
\$20.00 per session/per child in attendance (includes lesson plan/attendance documentation. A/R update/plaafp, CM, progress reports, parent/teacher contact, dismissal and new 407-1 completed)
\$10.00 report acceptance/documentation
\$100.00 IE/RE for speech only student (planning meeting, testing, eligibility, SP/plaafp/goals and objectives)
\$220.00 for a CST referral for speech/language evaluation (includes planning meeting, testing,eligibility, SP/plaafp, goals and objective)

Comp. Ed Services
\$15.00 per session/per child in attendance (includes test score review and qualification, IPIP development, lesson plan and attendance documentation, meetings, progress reports, 701-1 completed, parent/teacher contact)

Supplemental Instruction
\$15.00 per session/per child in attendance (includes A/R update, lesson plan and attendance documentation, ISP plaafp/goals and objective meetings, progress reports, 407-1 completed, parent/teacher contact)

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b Public School Services

Child Study Team Services
\$260.00 per evaluation/report (assessment - including observation if assigned)
\$300.00 per CST/Language Evaluation/report (2 or more assessments)
\$25.00 report acceptance
\$500.00 per "specialized" evaluation (includes observation time)
\$60.00 per required meeting(s) (planning and eligibility - includes "no notice" of cancelled meeting)
\$80.00 case management (1 time per year per child)
\$110 IEP - case management only - initial/re-eval
\$220.00 Annual Review - case manager only (includes IEP development and meetings)
\$75.00 per hour - Administrative/Supervisory/PD Programming Services, as approved by HCESC
Board Certified Behavioral Analyst Services (BCBA)
\$75.00 per hour
Administrative Support
\$75.00 per hour
Substitute Nurse
\$33.00 per hour

2 Motion to contract with the following consultants, at Board Approved Rates, effective July 1, 2016 through June 30, 2017:

Learning Disabilities Teacher Consultant

Alicia Conklin
Daniel Dryzga
Kathleen Nace

Social Workers

Maria McHugh
Walter Howard
Rosemary Braniff

Special Education Teacher

Irene Howard

BCBA - Autism Specialist

Kerri Svec

Professional Development Instructor

Andrea Freeman

Administrative Support

Andrea Freeman

Psychologist

Carolyn Regan
Elisa Stern

I **TRANSPORTATION**

- approve Vehicle Rental/Lease Agreement with Flanders Valley Country Day School, effective June 20, 2016 through July 29, 2016, at a rate of \$150.00 per day used
- approve Vehicle Sale Agreement to sell (1) 2006 BlueBird All American FE, 39 Passenger, to Flanders Valley Country Day School, as negotiated, per N.J.S.A. 18A:18A-5c:

UNIT #	LOCATION	VIN	AMOUNT
404	West Orange	1BABDCKA66F230954	\$10,000.00

3 award the sale of School Transportation Vehicles for Bid #Trans 16-01, as follows:

a

WEST ORANGE

Unit #	314	329	330	364	453	365
YEAR	2004	2005	2005	2002	2004	2005
DESCRIPTION	BlueBird TC 54P	BlueBird AA 54P	BlueBird AA 54P	BlueBird TC 54P	GM/Blue Bird 16P	BlueBird TC 54P
VIN	F213087	F219087	F219088	F202914	1227938	F202915
Mayor	N/B	\$ 8,550.00	\$ 8,550.00	N/B	\$ 1,150.00	N/B
Aldin	\$ 5,250.00	\$ 4,400.00	\$ 4,400.00	\$ 1,200.00	\$ 1,200.00	\$ 3,550.00
Frio Depot	\$ 1,889.00	\$ 2,282.00	\$ 2,084.00	N/B	N/B	\$ 1,265.00
Trans Ed	\$ 10,000.00	\$ 12,000.00	\$ 12,000.00	N/B	N/B	\$ 1,400.00
Jersey One Auto	\$ 2,157.00	\$ 2,367.00	\$ 2,277.00	\$ 414.00	\$ 323.00	\$ 858.00
Devino	N/B	\$ 1,688.00	\$ 1,688.00	N/B	N/B	N/B
Northern Star	\$ 5,500.00	\$ 5,700.00	\$ 5,700.00	N/B	\$ 1,000.00	\$ 2,500.00
Transport Motino	N/B	N/B	N/B	N/B	\$1,705.00	N/B
AWARD TO	Trans ED	Trans Ed	Trans Ed	Aldin	Transport Motino	Aldin

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b

GLEN GARDNER

Unit #	V09	V11	V12	V14	C1	V26
YEAR	2000	2000	2000	2000	1997	1999
DESCRIPTION	GM/Girardin 16P	GM/Blue Bird 16P	GM/Blue Bird 16P	GM/Blue Bird 16P	Nissan Altima	GM/Girardin, SRW, W/C Lift
VIN	1184367	1248059	1183943	1248008	C167742	1139128
Mayor	N/B	N/B	N/B	N/B	N/B	N/B
Aldin	N/B	N/B	N/B	N/B	N/B	N/B
Frio Depot	N/B	N/B	N/B	N/B	N/B	N/B
Trans Ed	N/B	N/B	N/B	N/B	N/B	N/B
Jersey One Auto	\$ 244.00	\$ 477.00	\$ 234.00	\$ 155.00	\$ 57.00	\$ 133.00
Devino	N/B	N/B	N/B	N/B	N/B	N/B
Northern Star	Recinded offer	Recinded offer	\$ 500.00	\$ 500.00	N/B	N/B
Transport Motino	N/B	N/B	N/B	N/B	N/B	N/B
AWARD TO	NO AWARD	NO AWARD	Northern Star	Northern Star	REJECT	REJECT

5 rebid School Transportation Vehicles for Bid # Trans 16-01, as follows:

Unit #	Year	Brand/Chassis, Style, Model	VIN
C1	1997	Nissan Altima	C167742
V26	1999	GM/Girardin, SRW, W/C Lift	1139128

6 award Lease Purchase Agreement to TD Equipment Finance, NJ, the lowest responsible bidder, for lease purchasing financing of \$1,322,150.00, effective August 1, 2016 for (6) six years as follows:

Respondent	Rate
TD Equipment Finance, NJ	A: 1.5878% Yield Maintenance B: 1.6616% No Penalty
US Bancorp Government Leasing & Finance, Inc.	1.749%%
Municipal Leasing Consultants LLC, VT (MLC)	2.11% \$500.00 Escrow Fee
Daimler Truck Finance (MB Credit)	2.13% \$1,000.00 Escrow Fee

7 authorize administration to negotiate agreement for purchase of Proprietary AngelTrax bus cameras and accessories, per N.J.S.A. 18A:18A-5(19); exception to requirements for advertising, the provision or performance of goods or services for the support or maintenance of proprietary computer hardware and software, except that this provision shall not be utilized to acquire or upgrade non-proprietary hardware or acquire or update non-proprietary software

8 approve addendum to Special Education Transportation Routes, as listed:

December 14, 2015 - June 30, 2016					
Route#	Destination	Sending District	Contractor	Per Diem	Aide Added
1404	UMDNJ	DVR, Bethlehem, Flem/Raritan, Lebanon Twp	Barker	\$311.10	\$61.81
E-149	New Beginnings	W. Orange, Orange	HCESC	\$252.00	\$66.00

9 approve Special Education Transportation Routes, as listed:

a

GLEN GARDNER

Contracted Routes - Summer Extensions						June 27, 2016 - August 24, 2016
Route#	Destination	Sending District	Contractor	Per Diem	Aide	
0130R	Clinton Public	Clinton/Glen Gardner	HCESC	\$175.00		
0201A	Woodglen/Valley View	Lebanon Twp	HCESC	\$105.00		
0201B	Woodglen/Valley View	Lebanon Twp	HCESC	\$165.00		
0201R	Woodglen/Valley View	Lebanon Twp	HCESC	\$165.00		
0802R	Midland School	Clinton/Glen Gardner, Leb. Twp, North Hunterdon	HCESC	\$229.00		
0805R	DLC, Warren	North Hunterdon	HCESC	\$219.22	\$70.00	
0925R	High Bridge Elementary	High Bridge	HCESC	\$165.24		

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0938R	Montgomery Academy	Flem/Raritan, High Bridge, North Hunterdon	HCESC	\$230.38	
1005R	Matheny School	Clinton Twp, Readington	HCESC	\$196.59	\$70.00
1200R	Midland School	Flem/Raritan, Hunterdon Central	HCESC	\$188.49	\$60.80
1207R	Douglas Developmental Center	Hunterdon Central, North Hunterdon	Snyder Bus	\$165.51	\$73.49
1316	Hunterdon Prep	DVR, North Hunterdon	DVR	\$218.10	
1404	Celebrate the Children	DVR, Bethlehem, Flem-Raritan, Lebanon Twp.	Barker Bus	\$249.29	\$61.81 (2)
1411	Lakeview School	Hunterdon Central, Readington	Joy Transport	\$253.35	\$45.00
1417	Celebrate the Children	Clinton Twp. Glen Gardner	HCESC	\$194.75	
1500	Calais School	Hunterdon Central	DVR	\$262.47	
1501	Center School	Bethlehem Twp, Delaware Twp	Joy Transport	\$263.48	
1601	Bridge Academ	Bethlehem Twp	DVR	\$249.00	
1603	Mercer Elementary	Delaware Twp., South Hunterdon	Barker Bus	\$239.00	\$54.00
1604	Spring Run @ S. Hunterdon	Delaware Twp., Hunterdon Central	DVR	\$194.00	\$56.00
1605	Stepping Stone	East Amwell, State of NJ	DVR	\$219.00	
1606	Titusville Academy	Delaware Twp., Freehold Regional	DVR	\$194.00	
1607	Cornerstone Day School	DVR, Hunterdon Central	Barker Bus	\$204.00	
1608	East Amwell School	Franklin Twp.	DVR	\$179.00	\$57.19
1616	Newmark School	Clinton Twp., Flemington-Raritan	Barker Bus	\$209.00	
ESC1	Union Twp School	Union Twp.	HCESC	\$175.25	
ESC2	Union Twp School	Union Twp.	HCESC	\$165.00	

Summer Quotes			June 27, 2016 - September 1, 2016		
Route#	Destination	Sending District	Contractor	Per Diem	Aide
1701S	East Mountain Day	Hunterdon Central, North Hunterdon	Snyder Bus	\$179.00	
1702S	Franklin Twp. Elementary	Franklin Twp	Cassidy Trans	\$159.00	
1703S	Garden Academy	Hunterdon Central	Joy Transport	\$255.00	\$55.00
1704S	Honor Ridge Academy	Hunterdon Central	Joy Transport	\$275.00	\$55.00
1705S	DLC Warren	Union Twp., Flemington-Raritan	Joy Transport	\$265.00	\$55.00
1706S	Yale School Kirby Mill	Flemington-Raritan	Joy Transport	\$290.00	
1707S	Bright Beginnings	Union Twp.	Cassidy Trans	\$186.00	
1708S	New Roads - Somerset	Hunterdon Central, North Hunterdon	Kensington Bus	\$239.00	
1709S	Hampton School	Hampton Boro	Cassidy Trans	\$112.00	\$23.00

b

WEST ORANGE TERMINAL

Summer Renewals Sussex CoOp			June 27, 2016 - September 1, 2016	
Route#	Destination	Sending District	Contractor	Daily Rate
SR-033	Lake Drive School/Mt. Lakes	S.Orange, W. Orange	HCESC	\$120.65
SR-034	Lake Drive School/Mt. Lakes	Orange, W. Orange	HCESC	\$120.65
SR-296	Horizon School/Livingston	S.Orange, W. Orange	HCESC	\$338.82

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SR-337	ECLC/Chatham	Caldwell, Verona, Fairfield	HCESC	\$338.82
SR-346	Phoenix Center/Nutley	West Orange	HCESC	\$363.05
SR-357	Sawtelle LC / Montclair	S. Orange	HCESC	\$338.82
SR-372	Cornerstone Day School / Mountains	W. Orange Livingston	HCESC	\$322.72

Summer Quotes Sussex CoOp			June 27, 2016 - August 24, 2016		
Route#	Destination	Sending District	Contractor	Daily Rate	Aide
SQ-007	Summit High School	Summit	HCESC	\$150.00	
SQ-033	The Childrens Institute	West Orange, Short Hills	HCESC	\$225.00	\$55.00

Summer Renewals West Orange Board of Education			June 27, 2016 - August 24, 2016		
Route# / Destination	Sending District	Contractor	Daily Rate	Aide	
Write on Sports Camp	West Orange	HCESC	\$152.00		
Step Up Program	West Orange	HCESC	\$177.35		
ESL	West Orange	HCESC	\$172.28		
ESL	West Orange	HCESC	\$172.28		
Liberty ESY 2	West Orange	HCESC	\$163.13	\$69.30	
Liberty ESY 3	West Orange	HCESC	\$163.13	\$69.30	
Liberty ESY 6	West Orange	HCESC	\$163.13	\$69.30	
Pleasantdale ESY 1	West Orange	HCESC	\$163.13	\$69.30	
Pleasantdale ESY 4	West Orange	HCESC	\$163.13	\$69.30	
Pleasantdale ESY 7	West Orange	HCESC	\$163.13	\$69.30	

Summer Renewals ESC of Morris County			June 27, 2016 - August 24, 2016		
Route#	Destination	Sending District	Contractor	Daily Rate	Aide
SR055	ECLC Chatham	Morristown	HCESC	\$237.97	\$70.00
SR057	ECLC Chatham	Morristown	HCESC	\$155.20	\$55.00
SR061	First Childrens School	Morristown	HCESC	\$187.75	\$40.00
SR120	Horizon School	Morristown	HCESC	\$188.07	\$40.00

10 provide Routing Services to Clinton-Glen Gardner Board of Education for the 2016-2017 School Year, at a rate of \$2,500.00

11 approve Joint Agreement with Clinton-Glen Gardner Board of Education for the 2016-2017 School Year, at the following annual rates:

Route#	Destination	Sending District	Contractor	Per Annum
GG1	Clinton Public	Clinton-Glen Gardner	HCESC	\$36,112.22
GG2	Clinton Public	Clinton-Glen Gardner	HCESC	\$36,112.22
GG3	Clinton Public	Clinton-Glen Gardner	HCESC	\$36,112.22
GG4	Clinton Public	Clinton-Glen Gardner	HCESC	\$36,112.22

12 approve Joint Agreement with Clinton Township Board of Education for the 2016 Extended School Year, at the following rates:

Route#	Destination	Sending District	Contractor	Per Diem	Aide
CME1	CTMS/Spruce Run	Clinton Township	HCESC	\$140.13	\$28.02
CME2	CTMS/Spruce Run	Clinton Township	HCESC	\$140.13	\$28.02
CME3	CTMS/Spruce Run	Clinton Township	HCESC	\$140.13	\$28.02
CME4	CTMS/Spruce Run	Clinton Township	HCESC	\$104.46	\$28.02
CMEPK1	CTMS/Spruce Run	Clinton Township	HCESC	\$104.46	\$28.02

13 contract with North Hunterdon-Voorhees Regional Board of Education for the 2016 Extended School Year, at the following rates:

Route#	Destination	Sending District	Contractor	Per Diem
S1610	Voorhees HS	North Hunterdon-Voorhees	HCESC	\$137.50
S1614	Voorhees HS	North Hunterdon-Voorhees	HCESC	\$139.00

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14 contract with the following schools for trip/charter transportation for the 2016-2017 School Year:

Chabad of Hunterdon County	Goddard School - Clinton	Goddard School - Flemington
Acorn Montessori	Berry Patch	YMCA Pre-School
Hunterdon County Vocational School	Yeshiva Summer Program	Camp Gan Israel of Morristown/Randolph

15 approve Delaware Valley Regional High School to provide school bus maintenance at an hourly rate of \$68.30 plus materials at cost, for the 2016-2017 school year

16 approve School Bus Advertising of Silver Oak Learning Center, through HCESC's contract with EIRC for School Bus Advertising, for a period of twelve (12) months on three (3) HCESC buses for revenue share of \$780.00

DISCUSSION: Silver Oak is last advertisement we are looking to do at this time

MOTIONS PASSED UNANIMOUSLY

Thomas Bruhl moved, seconded by William Martin to approve action items XI J and K:

J PERSONNEL, as presented by Marie Kisch, Superintendent

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

- 1 Motion to approve contract for Corinne Steinmetz, School Business Administrator, with an annual salary of \$122,143.67 effective July 1, 2016 through June 30, 2017, as approved by the Interim Executive County Superintendent
- 2 Motion to approve contract addendum for Corinne Steinmetz, School Business Administrator, at an annual amount of \$19,584.00 effective July 1, 2016 through June 30, 2017, as approved by the Interim Executive County Superintendent
- 3 Motion to authorize Superintendent to hire as needed, effective July 1, 2016 through August 23, 2016
- 4 Motion to approve job description for Maintenance/Caretaker Position

DISCUSSION: Marie Kisch explained residential agreement related to house, approval of position is also on the agenda

5 Renewals

Motion to approve the renewals for 2016-2017 as attached

DISCUSSION: Marie Kisch explained 2016-17 recommendation for renewals

6 Appointments

approve the following 2016-2017 appointment(s):

Name	Position	Location	Rate/Salary	Effective
Donna Badgwell	Biomedical Teacher	Polytech	\$50,364.00	8/22/2016
Brian Bussard	Maintenance/Caretaker	ESC Hoffmans Crossing	\$28,000.00	7/1/2016
Adam Balodis	Maintenance	Hoffmans/West Amwell	\$35,000.00	7/1/2016
Urmi Foster	Admin Asst Dept. School Services	ESC Hoffmans Crossing	\$20,000.00	9/1/2016
Vincent McEnroe	ESC Teacher (.6)	ESC West Amwell	\$25,200.00	9/1/2016

7 approve the following 2016-2017 summer appointment(s):

Name	Position	Location	Rate/Salary	Effective
Lauren Riznik	Teacher Asst., ESY	Franklin@East Amwell Twp.	\$17.25/hr	7/5/2016 - 8/12/2016
Madison Perkins	Teacher Asst., ESY	Franklin@Lebanon Twp.	\$17.25/hr	7/5/2016 - 8/4/2016
Diana Eline	Teacher (Science- Secondary)	Franklin (S) Summer school	\$33.00/hr	6/29/2016 - 7/27/2016
Corinne Harris	Supervisor of NP Programs/Spec	Dept. of School Services	\$305.00/day	up to 15 days
Kelly Eder	CST Supervisor/SSW	Dept. of School Services	\$305.00/day	up to 30 days
Sarah Chittenden	Teacher, Curriculum Work	ESC West Amwell	\$145/day	up to 8 days
Urmi Foster	Admin Asst Dept. School Services	ESC Hoffmans Crossing	\$18.00/hr	up to 25 days
Karen Wheatley	Teacher Asst., ESY	Franklin@East Amwell Twp.	\$17.25/hr	7/5/2016 - 8/12/2016

8 Motion to approve summer School Bus Drivers and Monitors, as attached

9 Motion to amend the following motions approved at June 13, 2016 Representative Assembly meeting:

Name	Position	Location	Rate/Salary	Effective
Daniel Mayer	Teacher	Franklin (S) Summer School	\$33/hr	6/29-7/27/2016
to read:				
Daniel Mayer	Teacher	Franklin (S) Summer School	\$35/hr	6/29-7/27/2016

10 Motion to rescind summer appointment of Erna Zgorzynski to the 2016 Franklin (S) Summer School Program, effective June 29, 2016 through July 27, 2016

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11 Leaves of Absence (LOA)

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective</u>	
Marsha Atkinson	ABE Teacher	ABE/ESL	FMLA Medical <i>*pending medical documentation</i>	06/06/2016 - TBD*	1 paid day, remainder unpaid

Motion to amend the following motions approved at June 13, 2016 Representative Assembly meeting:

Liesel Mesker	ABE Instructional Aide	ABE/ESL	FMLA Medical	05/17/2016 - TBD*	3 paid days, remainder unpaid
to Liesel Mesker	ABE Instructional Aide	ABE/ESL	FMLA Medical	05/17/2016 - 6/30/2016	3 paid days, remainder unpaid

12 Resignations / Retirements / Terminations

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective</u>
Emelyne Joseph	PT Bus Driver	West Orange	resignation	6/16/2016

13 approve stipend to Donna Bagwell, Biomedical Teacher, Hunterdon County Vocational School District for Curriculum development at \$45.00 per hour, up to 172 hours for the 2016-2017 school year.

K 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>
Superintendent	HCASA Fall Workshop	09/29-09/30/2016	\$175.00

MOTIONS PASSED UNANIMOUSLY

XII **UNFINISHED BUSINESS**

XIII **NEW BUSINESS**

XIV **CITIZENS ADDRESS THE BOARD OF DIRECTORS**

NEXT MEETING - AUGUST 28, 2016

XV **ADJOURNMENT**

William Martin moved, seconded by Kimberly Metz to adjourn the meeting. Since there was no further items to discuss, the meeting was adjourned at 4:33 pm

Respectfully submitted by:

Corinne Steinmetz
SBA/Board Secretary

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