

HUNTERDON COUNTY  
EDUCATIONAL SERVICES COMMISSION

**EXECUTIVE COMMITTEE MEETING**

August 27, 2013

**MINUTES**

A REGULAR meeting of the Hunterdon County Educational Services Commission **Executive Committee Meeting** was held in the Adult Literacy Building (Rm 205), 215 Route 31, Flemington, New Jersey on **Tuesday, August 6, 2013.**

**I. OPEN PUBLIC MEETING STATEMENT**

The meeting was officially advertised in the Hunterdon County Democrat, with the Executive County Superintendent and with the County Clerk, as required per 18A:10-4 and HCESC Policy 9321.

**II. ROLL CALL**

**BOARD MEMBERS**

Charles Miller (E AMWELL), President

Kim Metz (HUNTERDON POLYTECH)

Linda Adams (ALEXANDRIA)

Teresa Kane (MILFORD)

Thomas Lewis (FRANKLIN-SOMERSET)

John Dupuis (W AMWELL)

Greg Nolan (FLEMINGTON RARITAN REG)

**ADMINISTRATION / STAFF PRESENT**

Marie Kisch (SUPERINTENDENT)

Pam Mills (DIRECTOR OF SCHOOL SERVICES)

Corinne Steinmetz (SCHOOL BUS ADMIN)

**III. CALL TO ORDER**

At **4:40 pm** in the Adult Literacy Building, 215 Route 31 Flemington, New Jersey, Board **President Charles Miller** called the meeting to order.

Charles Miller opened the meeting as an Executive Committee and appointed all members in attendance as members of the Executive Committee.

Charles Miller announced the resignation of Andrea Romano and Marie Kisch's plan to cover her duties both in the short and long term

Marie Kisch discussed proamming:

SCHOOLS - opening of school is quickly approaching. Enrollment is increasing with 32 at Tewksbury and 71 at West Amwell. Ms. Kisch discussed our initial and long term planning to cover programming requirements with the resignation of Andrea Romano.

TRANSPORTATION - despite the loss of Clinton Township runs, our Glen Gardner terminal has not lost one driver. We were able to secure additional runs by doing more nonpublic routes and we were recently awarded North Hunterdon - Voorhees trips. Routes are continuing to be explored at both West Orange and Glen Gardner terminal. There is a potential for increase in maintenance services out of our West Orange terminal to Morris ESC and Sussex County Co-Op.

In preparation of opening day at West Orange, mandatory dry runs and required trainings are underway. Upcoming meeting with West Orange BOE will address any concerns or issues. It is comforting having the oversight of Nancy Szymanski, as our Director of Transportation. Her involvement at both terminals is developing consistency between depots and her expertise serves us well in bidding

Charles Miller informed the board that the Executive Committee approved the purchase of a smaller van to increase our bidding opportunities in the West Orange area.

Vehicle sales is cleaning up our fleet and provides surplus of funds to use toward the purchase new vehicles.

**IV CITIZENS ADDRESS THE BOARD OF DIRECTORS**

**V. APPROVAL OF MINUTES**

- A approve the minutes of June 4, 2013 Representative Assembly meeting, respectfully submitted by the Board Secretary

Tom Lewis moved, seconded by Greg Nolan to approve the agenda with additional items highlighted.

**VI FINANCE**

- A Linda Adams moved, seconded by Tom Lewis to increase Budget for additional services, as follows:

- |   |                          |               |   |
|---|--------------------------|---------------|---|
| 1 | Paraprofessionals        | \$ 560,000.00 | Increase in services to Readington, Clinton Public, Franklin (H) and Flemington Raritan |
| 2 | Dept. of School Services | \$ 130,000.00 | Unanticipated CST Services at Franklin (H)  |

**MOTIONS PASSED UNANIMOUSLY**

**VII LIST OF BILLS**

- A Linda Adams moved, seconded by Greg Nolan to approve the bills, as follows::

- |   |                      |                      |               |
|---|----------------------|----------------------|---------------|
| 1 | August 27, 2013      | \$ 163,585.29        | List of Bills |
| 2 | July and August 2013 | \$ 812,257.66        | Payroll       |
|   |                      | <u>\$ 975,842.95</u> |               |

**MOTIONS PASSED UNANIMOUSLY**

**VIII CORRESPONDENCE**

- A Thank you letter from Gerald J. Vernotica for our support with the Governor's Teacher/Educational Services Professional Recognition Luncheon
- B 2013 Statement of Assurance to Operate Summer School
- C HCESC article in Hunterdon County Democrat regarding Teacher Assistant initiative
- D Thank you notes to our Transportation depot in Glen Gardner, from Clinton Township parents
- E HCESC Co-Op Newsletter August 2013
- F Acknowledgement e-mail from Karen DeSerio Slagle on the fabulous job of our Summer School Teacher Assistants at Flemington Raritan

**IX COMMITTEE MEETINGS**

- A Building and Grounds Committee, did not meet
- B Programs and Services Committee, did not meet
- C Public Relations Committee, did not meet
- D Policy Committee, did not meet
- E Personnel Committee, did not meet
- F Finance Committee, did not meet
- G Executive Committee, did not meet

**X SUPERINTENDENT'S REPORT**

Greg Nolan moved, seconded by Tom Lewis to:

**A ADMINISTRATION**

- 1 revise appointments, as follows:
  - Affirmative Action Officers: Replace Andrea Romano with Francine Leddy
  - ADA Compliance Officer: Replace Andrea Romano with Heidi Gara
  - Public Agency Compliance Officer: Replace Andrea Romano with Corinne Steinmetz
  - Attendance officer - Replace Andrea Romano with Dennis Schiller
  - Anti-Bullying Coordinator, Replace Andrea Romano with Marie Kisch

- 2 participate in a host for Service learning Students from Raritan Valley Community College for the 2013-14 school year
- 3 WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the Hunterdon County ESC is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for **electric generation services** pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2018 hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for Electric Generation Service in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage and utility provided Basic Generation Service rates; and

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic generation service; and

WHEREAS, the District agrees to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law;

WHEREAS, the Lead Agency will notify the Department of Community Affairs’ Division of Local Government Services by mail prior to the issuance a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it

RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the Districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2018 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

- 4 WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as "ACES"), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as "NJSBA"), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company (**Natural Gas Supply Services**) through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESPCS in accordance with the "Public School Contracts Law", N.J.S.A. 18A:18A-1 et seq., and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 et seq. ("EDECA") and the regulations promulgated thereunder; and

WHEREAS, the Hunterdon County ESC is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain natural gas services for its own use through one or more contracts to be awarded to natural gas suppliers following said bids for natural gas services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2018, hereinafter referred to as "Effective Period") issue one or more Requests for Bids for natural gas services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale natural gas market, Participating Members will preauthorize the Lead Agency to award contracts for Natural Gas Supply Service in each service territory to one or more natural gas suppliers that submits bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous natural gas usage and utility provided Basic Gas Supply Service rates; and

WHEREAS, the Lead Agency will only award contracts for said Natural Gas Supply Services to natural gas suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic gas supply service; and

WHEREAS, the District agrees to purchase all Natural Gas Supply Services for its own use during the Effective Period through any natural gas supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law; and

WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for natural gas supply services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it

RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all natural gas supply services needed for its own use during the Effective Period from the natural gas supplier or suppliers awarded a contract for natural Gas supply services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase natural gas at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the districts relative to the price charged for basic gas supply service by the natural gas public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain natural gas services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2018 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

## B TRANSPORTATION

- 1 approve Special Education Transportation Routes, as follows:

### **COORDINATED TRANSPORTATION RESOLUTIONS 9/1/2013 TO 6/30/2014**

Woodbine Elementary School District  
 Greater Egg Harbor Reg. H.S. District  
 Bridgewater Raritan

#### **NEW CONTRACTS**

<b>Route #</b>	<b>Destination</b>	<b>Contractor</b>	<b>Daily Rate</b>	<b>Aide</b>
1400	Newmark School	Ralph Bus	\$196.00	
1401	Newmark HS	Ralph Bus	\$196.00	
1403	Center School	Leh's Transportation	\$189.00	
1404	Celebrate the Children	Barker Bus	\$246.00	\$61.00
1407	Lakeview School	Joy Transport	\$215.00	
1408	East Mountain School	George Dapper Inc.	\$196.00	
1411	Lakeview School	Joy Transport	\$250.00	\$45.00
1412	Mercer Jr/Sr	Ralph Bus	\$197.00	\$48.00

<b>Route #</b>	<b>Destination</b>	<b>Contractor</b>	<b>Per Annum</b>
NP14083	Imm. HS, Imm. Con, St Anne	DVR	\$39,245.00
NP14064	Imm. Conception	ESC	\$36,090.00
NP14067	Imm. Conception	ESC	\$35,100.00
NP14068	Imm. Conception	ESC	\$33,120.00
NP14153	Imm. Conception	ESC	\$28,800.00

**RENEWAL CONTRACTS**

Route #	Destination	Contractor	Daily Rate	Aide
0130R	Clinton Public	ESC	\$168.55	
0201A	Valley View	ESC	\$105.00	
0201R	Valley View	ESC	\$200.16	
0210R	Clinton Public	ESC	\$103.35	
0631R	Eden Institute	ESC	\$226.00	
0733R	Allegro	ESC	\$210.00	\$81.00
0802R	Midland	ESC	\$226.00	\$68.00
0805R	DLC, Warren	ESC	\$216.33	\$70.00
0903R	Newgrange	ESC	\$214.44	
0924R	Voorhees H.S.	ESC	\$135.99	
0925R	High Bridge Ele.	ESC	\$135.00	
0938R	Montgomery Academy	ESC	\$227.34	
1005R	Matheny School	ESC	\$251.05	\$70.00
1019R	ESC Tewksbury	ESC	\$194.93	
1047R	Windsor School	Kensington Bus	\$196.64	
1106R	Mercer Elementary	Ralph Bus	\$173.59	\$56.72
1109R	DLC, Warren	Ralph Bus	\$161.95	\$53.97
1125R	New Roads School	Ralph Bus	\$179.95	
1200R	Midland	ESC	\$186.00	\$60.00
1202R	East Amwell School	Snyder Bus	\$136.08	
1207R	Douglas Dev. Center	Snyder Bus	\$160.62	\$71.32
1210R	New Roads School	Kensington Bus	\$195.54	
1212R	East Mountain Day	Snyder Bus	\$177.09	
1233R	ESC West Amwell	ESC	\$191.00	\$58.00
1300R	Midland	Joy Transport	\$255.00	\$45.00
1308R	UMDNJ	Leh's Transportation	\$182.68	
1316R	Hunterdon Learning Center	Delaware Valley Reg.	\$211.65	
1317R	Somerset Votec	Kensington Bus	\$208.33	
1326R	Union Twp. Ele.	Snyder Bus	\$133.41	
ESC1	Union Twp. Ele.	ESC	\$175.25	
ESC2	Union Twp. Ele.	ESC	\$168.11	

Route #	Destination	Contractor	Per Annum
NP11077	Imm. Conception	ESC	\$ 36,180.00
NP11078	Imm. Conception	ESC	\$ 36,180.00
NP11079	Imm. Conception	ESC	\$ 37,440.00

**QUOTED ROUTES**

Route #	Destination	Contractor	Daily Rate
1414T	Stepping Stone		\$139.90

2 contract with North Hunterdon-Voorhees Regional BOE, as follows:

Route 131406 to North for \$138.00 per diem

Route 131407 to North for \$141.00 per diem

Trips	54 Passenger	16 Passenger
Flat Rate (3 Hrs)	\$ 180.00	\$ 175.00
Per Hour	\$ 42.00	\$ 40.00
Less than 3 hours	\$ 70.00	\$ 67.00

3 change the Administration Fee for Non Public Transportation from 2.9% back to 5.5%

- 4 purchase fuel from the following local supplies at lowest price available, as needed per NJSA 18A:18A-5; exception to requirements for advertising, (c) bids have been advertised on two occasions and no bids have been received on both occasions in response to the advertisement, effective August 22, 2013 through June 30, 2014:

Lambertville Gasco for West Amwell School, up to \$5,000.00

Wex Bank (fka Fleet One), up to \$100,000.00

- 5 renew Transportation Services with ESC of Morris County, as follows:

Route #	School	Contractor	Daily Rate	Aide	Total
ACMH9	Morris Hills Regional	HCESC	171.47		171.47
CS003	PG Chambers	HCESC	185.45	49	234.45
CS121	PG Chambers	HCESC	192.63	36	228.63
CS166	PG Chambers	HCESC	214.63	50	264.63
CS194	Green Village Road School	HCESC	TBD	TBD	TBD
CS288	Childrens institute	HCESC	238.83	75	313.83

- 6 award Sale of Transportation Vehicles, Bid TRANS 13-09, as follows:

Unit #	VIN#	CHASSIS	YEAR	# pass	AWARD TO	AMOUNT
Gray Van	1GBHG31F1Y1181204	Girardin	2000	16	Northern Star Transportation inc.	\$ 3,200.00
V-2	1GBHG31F011130301	Girardin	2001	13	Northern Star Transportation inc.	\$ 2,800.00
V-5	1GBHG31F211211932	Girardin	2001	16	Northern Star Transportation inc.	\$ 2,500.00
2	1BAKFCKH66F231089	Bluebird	2006	54	No Award	re-bid
23	1BAKFCKH45F226603	Bluebird	2005	54	No Award	re-bid
25	1BAKFCKH85F226619	Bluebird	2005	54	No Award	re-bid
27	1BAKFCKHX5F226637	Bluebird	2005	54	No Award	re-bid
129	1BAKFCKH56F230967	Bluebird	2006	54	No Award	negotiate
131	1BAKFCKH96F230969	Bluebird	2006	54	No Award	negotiate
304	1T88P4E2281297793	Thomas	2008	54	No Award	negotiate
305	1T88P4E2481297794	Thomas	2008	54	No Award	negotiate
306	1T88P4E2981297791	Thomas	2008	54	No Award	negotiate
307	1T88P4E2081297792	Thomas	2008	54	No Award	negotiate
308	1T88P4E2781297790	Thomas	2008	54	No Award	negotiate
413	1BABDCKA75F227835	Bluebird	2005	39	No Award	negotiate

- 7 sell the following vehicles, as negotiated, after two unsuccessful bid processes:

VIN #	CHASSIS	YEAR	# pass	SELL TO	AMOUNT
1GBHG31R1244328	GIR	2001	54	Mayor Transportation	\$ 400.00

- 8 sell the following vehicles, as negotiated:

Unit #	VIN #	CHASSIS	YEAR	# pass	SELL TO	AMOUNT
345	1BAAGCPA72F202909	BLUEBIRD	2002	54	Delaware Valley BOE	\$ 6,000.00

370	1BAAGCPA94F212764	BLUEBIRD	2004	54	Delaware Valley BOE	\$ 15,000.00
371	1BAAGCPA04F212765	BLUEBIRD	2004	54	Delaware Valley BOE	\$ 15,000.00
372	1BAAGCPA24F212766	BLUEBIRD	2004	54	Delaware Valley BOE	\$ 15,000.00
373	1BAAGCPA44F212767	BLUEBIRD	2004	54	Delaware Valley BOE	\$ 15,000.00
129	1BAKFCKH56F230967	Bluebird	2006	54	Newton BOE	\$ 18,000.00
413	1BABDCKA75F227835	Bluebird	2005	39	Sussex County Regional Co-Op	\$ 18,000.00

\$ 102,000.00

9 Motion utilize funds from the sale of vehicles to purchase a 2014 Thomas 54 Passenger Bus from HA Dehart in the amount of \$93,682.17 from the HCESC BID #TRANS13-05

**C TECHNOLOGY**

1 contract with East Amwell Township BOE to provide Technology support services, per board approved rates,

2 purchase 2014 Chevrolet Express Van from NJ State Contract, as follows:

Vehicle	\$	21,555.00
Financing Interest costs	\$	1,421.12
Underwriting Fee	\$	425.00

**D DEPARTMENT OF SCHOOL SERVICES**

1 approve 2013-14 Teacher of the Deaf services, effective August 27, 2013 through June 30, 2014 to the following districts

- Hackettstown Board of Education
- Lambertville Board of Education
- West Amwell Board of Education
- Bethlehem Board of Education
- North Hunterdon Voorhees Board of Education

2 enter into a Shared Services Agreement for the use of Certified School Nurse, as needed, cost and district TBD

Discussed that we have exhausted every option to secure a Certified School Nurse. County DOE recommeneded we contract with neighboring district for Certified School nurse until one is identified. We are currently covered at both schools with a RN to work on a daily needs and medications.

**E COOPERATIVE PURCHASING**

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

<u>#</u>	<u>DISTRICT</u>
211	Hackensack Board of Education

**F PERSONNEL**

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

approve revised Bus Monitor job description as attached:

**West Orange**

approve Kesha Rutledge, Part-Time Office Assistant, at a rate of \$11/hr., effective August 28, 2013 through August 30, 2013

approve Jean Racine, Part-Time School Bus Driver, at a rate of \$15.25/hr., effective August 26, 2013



approve Esperance Vastey, Part-Time School Bus Driver, at a rate of \$15.25/hr., effective August 26, 2013  
approve Jean Racine, Part-Time School Bus Driver, at a rate of \$15.25/hr., effective August 26, 2013  
approve Letish Taylor, Part-Time School Bus Driver, at a rate of \$15.25/hr., effective August 26, 2013  
approve Betty Olan, Part-Time School Bus Driver, at a rate of \$15.25/hr., effective August 26, 2013  
approve Vincent Jerome, Part-Time School Mechanic Helper, at a rate of \$15./hr., effective September 1, 2013  
approve Marc Cassis, Part-Time School Mechanic Helper, at a rate of \$15./hr., effective September 1, 2013

#### **Glen Gardner**

approve Part-Time School Bus Drivers/ Monitors effective September 1, 2013, as attached  
approve James Fulmer, Part-Time School Mechanic Helper, at a rate of \$15./hr., effective September 1, 2013

#### **Schools**

Board discussed school assignments to address short and long term needs, additional staff / reassignments

approve Eric Oestreich, Acting Principal, at ESC Academy at Tewksbury, no change in rate of pay or benefits

hire (2) School Social Workers/School Psychologists, salary and candidates to be determined for the 2013 - 2014 School Year

approve employment status of Cynthia Keller, from Part-Time Bookkeeper to Full-Time, 10 month School Secretary/Bookkeeper, at annual rate of \$30,000, effective September 1, 2013

approve Laura Steiner, Teacher - TOSD/K-5, at an annual rate of \$41,000.00., September 1, 2013

rescind offer of employment to Caitlin Howley, Part-Time Off Site Teacher Assistant, at a rate of \$17.73/hr., annualized at \$20,974.59 September 1, 2013 through June 30, 2014 approved at the June 27, 2013 Executive Committee Meeting, due to assignment as a teacher within HCESC

approve Caitlin Howley, Teacher - Social Studies, at an annual rate of \$41,000.00., September 1, 2013

approve Kristy Cherneski, Teacher - TOSD, at an annual rate of \$41,000.00., September 1, 2013

approve Meredith Bruce, Teacher - TOSD/K-5/K-12, at an annual rate of \$41,000.00, September 1, 2013

approve Theresa Young, RN/BSN, Non-Certified Nurse, at a rate of \$33/hr., not to exceed 28.5 hr/wk, 183 days, effective September 6, 2013

approve Gerhart Meyer, Part-Time Teacher Assistant, at a rate of \$15.55/hr., annualized at \$18,395.65, effective September 1, 2013

approve Chad Foster, Part-Time Teacher Assistant, at a rate of \$15.55/hr., annualized at \$18,395.65, effective September 1, 2013

approve Jenna Ferlin, Part-Time Teacher Assistant, at a rate of \$17.73/hr., annualized at \$20,974.59, effective September 1, 2013

approve Michael Burgoyne, Part-Time Teacher Assistant, at a rate of \$15.55/hr., annualized at \$18,395.65, effective September 1, 2013

approve Cassie Bundy, Part-Time Teacher Assistant, at a rate of \$17.73/hr., annualized at \$20,974.59, effective September 1, 2013

#### **Department of School Services**

approve Dawn Hartfelder, Part-Time Off Site Teacher Assistant, at a rate of \$15.55/hr., annualized at \$16,980.60, effective September 1, 2013

change the hire date of Sherri Miller, Part-Time Off Site Teacher Assistant, from September 1, 2013 to August 28, 2013

accept the written resignation of Nancy Bill, Part-Time Off Site Teacher Assistant, effective August 8, 2013

accept the written resignation of Kristen Sodano, Part-Time Off Site Teacher Assistant, effective August 16, 2013

approve Lisa Poltz, Part-Time Off Site Teacher Assistant, at a rate of \$15.55/hr. annualized at \$18,698.88, effective September 1, 2013

approve Christopher Wonsor, Part-Time Off Site Teacher Assistant, at a rate of \$15.55/hr., annualized at \$18,698.88, effective September 1, 2013

approve Tara Heupenbeker, Part-Time Off Site Teacher Assistant, at a rate of \$15.55/hr., annualized at \$18,395.65, effective September 1, 2013

approve Jeanne Whalen, Part-Time Off Site Teacher Assistant, at a rate of \$15.55/hr., annualized at \$18,395.65, effective September 1, 2013

approve Karen Wheatley, Part-Time Off Site Teacher Assistant, at a rate of \$17.73/hr., annualized at \$20,974.59, effective September 1, 2013

approve Anita Holland, Part-Time Off Site Teacher Assistant, at a rate of \$15.55/hr., annualized at \$18,395.65, effective September 1, 2013

approve Ana Headley, Part-Time Off Site Teacher Assistant, at a rate of \$15.55/hr., annualized at \$18,395.65, effective September 1, 2013

approve Allison Gordon, Part-Time Off Site Teacher Assistant, at a rate of \$15.55/hr., annualized at \$18,395.65, effective September 1, 2013

approve Kathleen Breuer, Part-Time Off Site Teacher Assistant, at a rate of \$17.73/hr., annualized at \$20,974.59, effective September 1, 2013

rescind offer of employment to Tamara Walton, Part-Time Off Site Teacher Assistant, September 1, 2013 through June 30, 2014 approved at the August 6, 2013 Executive Committee Meeting

rescind offer of employment to Laurie Gregory, Part-Time Off Site Teacher Assistant, September 1, 2013 through June 30, 2014 approved at the August 6, 2013 Executive Committee Meeting

rescind offer of employment to Laurie Fenneman, Part-Time Off Site Teacher Assistant, at a rate of \$15.55/hr., September 1, 2013 through June 30, 2014 approved at the August 6, 2013 Executive Committee Meeting, due to not being placed at Franklin (H)

approve Laurie Fenneman, Part-Time Off Site Teacher Assistant, at a rate of \$15.55/hr., annualized at \$18,395.65, effective September 1, 2013 through June 30, 2014

rescind offer of employment to Krystina Barbella, Part-Time Off Site Teacher Assistant, at a rate of \$15.55/hr., annualized at \$16,980.60 September 1, 2013 through June 30, 2014 approved at the June 27, 2013 Executive Committee Meeting, due to request to reduce hours

approve Krystina Barbella, Part-Time Off Site Teacher Assistant, at a rate of \$15.55/hr., annualized at \$8,490.30, effective September 1, 2013

rescind offer of employment to Kathleen Talarico, Part-Time Off Site Teacher Assistant, at a rate of \$17.73/hr., September 1, 2013 through June 30, 2014 approved at the August 6, 2013 Executive Committee Meeting, due to not possessing NJ Teaching Certificate

approve Kathleen Talarico, Part-Time Off Site Teacher Assistant, at a rate of \$15.55/hr., annualized at \$18,395.65, effective September 1, 2013

approve Cody Johnson, Part-Time Off Site Teacher Assistant, at a rate of \$15.55/hr., annualized at \$16,980.60, effective September 1, 2013

approve Janell Lachner, Part-Time Off Site Teacher Assistant, at a rate of \$17.73/hr., annualized at \$20,974.59, effective September 1, 2013

approve Karen Mecadon, Part-Time Off Site Teacher Assistant, at a rate of \$17.73/hr., annualized at \$20,974.59, effective September 1, 2013

approve Andrea Lynott, Part-Time Off Site Teacher Assistant, at a rate of \$17.73/hr., annualized at \$20,974.59, effective September 1, 2013

approve Shannon Murphy, Part-Time Off Site Teacher Assistant, at a rate of \$15.55/hr., annualized at \$16,273.08, effective August 27, 2013

approve Diana Billitz, Part-Time Off Site Personal Assistant, at a rate of \$15.55/hr., annualized at \$16,273.08, effective September 1, 2013

approve Maryann Sajor, Part-Time Off Site Teacher Assistant, at a rate of \$17.73/hr., annualized at \$18,554.45, effective September 1, 2013

approve Halina Piascik, Part-Time Off Site Teacher Assistant, at a rate of \$17.73/hr., annualized at \$20,974.59, effective September 1, 2013

approve Dorothy Davidson, Part-Time Off Site Teacher Assistant, at a rate of \$17.73/hr., annualized at \$18544.45, effective September 1, 2013 ,

approve annualization rate of previously approved hourly Part-Time Off Site Teacher Assistants, effective September 1, 2013, as attached:

approve Dr. Donald Merachnik, School Psychologist Consultant, at Board Approved rates, effective September 1, 2013

approve Andrea Freeman, Educational Consultant, to assist with existing and new contracts/projects, at a rate of \$65/hr., not to exceed \$10,000, effective September 1, 2013

approve a stipend of \$4,000 for Samantha DeCandia, Administrative Assistant, for temporary additional responsibilities, effective September 1, 2013

rescind offer of employment to Kara Dunlap, Part-Time Itinerant Teacher of the Deaf, September 1, 2013 through June 30, 2014 approved at the May 7, 2013 Board of Directors Meeting, due to full time assignment

approve Kara Dunlap, Teacher of the Deaf, at an annual amount of \$42, 500, assigned at Hackettstown Board of Education School, effective September 1, 2013

approve the Leave of Absence Request of Karin Krauzer, Part-Time NonPublic Nurse, effective September 1, 2013 through September 16, 2013

approve the Leave of Absence Request of Karen Smith, Part-Time Off Site Teacher Assistant, effective September 1, 2013 through December 17, 2013

approve hiring of teacher assistants, as needed, at board approved rates, to fill open positions at contracted districts

**Adult Basic Education**

approve attached staff/salaries, effective September 1, 2013 through June 30, 2014

**G PROFESSIONAL DEVELOPMENT**

approve professional development as follows:

<u>Position</u>	<u>Workshop</u>	<u>Date</u>	<u>Cost</u>
Principal	Differentiation and the Curriculum - Assessment - Instruction Connection	11/22/13	\$150.00
(2) School Administrators	SGO Training	8/23/13	Free
Payroll Administrator	Payroll Processing Training	8/14/13	Free
SBA	Payroll Processing Training	8/14/13	Free

**MOTIONS PASSED UNANIMOUSLY**

**H SCHOOL DIRECTOR RESIGNATION**

Linda Adams moved, seconded by John Dupuis to accept the written resignation of Andrea Romano, Director of Schools, effective August 30, 2013, with regrets

Charles Miller said we are sorry to see Andrea Romano leaving, however he recognizes this is a positive move for her future. It was decided to invite her to a future board meeting to recognize her years of service.

**MOTIONS PASSED UNANIMOUSLY**

John Dupuis moved, seconded by Greg Nolan to approve the payout to Andrea Romano for \$3,164.83 for 7 unused, carry-over vacation days, at a daily rate of \$452.12, non-pensionable. This is not to set precedent for future resignations.

**MOTIONS PASSED UNANIMOUSLY**

**XI OLD BUSINESS**

**XII NEW BUSINESS**

- A Greg Nolan invited Charles Miller and Administrative Staff to Flemington-Raritan's Administrative Luncheon, Thursday, 8/29 at noon
- B Charles Miller announced that on Sept 17th, HCSBA will host their 1st meeting of the year, regarding Board Member responsibilities related to PARCC tests. Meeting will be held at Stanton Ridge County Club, dinner will be provided. All are encouraged to attend.

**XIII CITIZENS ADDRESS THE BOARD OF DIRECTORS - NONE**

**XIV ADJOURNMENT**

Meeting adjourned at 5:35 pm

Respectfully submitted by:

Corinne Steinmetz  
Board Secretary