

**HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION
 REPRESENTATIVE ASSEMBLY MEETING
 VIRTUAL MEETING HELD DUE TO COVID-19 SCHOOL CLOSURE
 March 9, 2021
 MINUTES**

A REGULAR meeting of the Hunterdon County Educational Services Commission Board of Directors was held virtually through electronic platform

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 adequate notice has been published in the The Courier News. Notice was also posted on the HCESC website and a copy has been sent to the county office.

II ROLL CALL

MEMBERS PRESENT

Charles Miller, President (EAST AMWELL)
 Jennifer Giordano (BEDMINSTER)
 Dr. Gregory Farley (BETHLEHEM)
 Jennifer Kaltenbach (CLINTON TOWNSHIP)
 Gerald (Jerry) Bowers (DEL-VAL)
 Nicholas Diaz (FRANKLIN-H)
 William Grippo (FRANKLIN-S)
 Gregory Hobaugh (HIGH BRIDGE)

Jason Kornegay (HAMPTON)
 Noelle O'Donnell (HUNTERDON CENTRAL)
 Kevin Gilman (HUNTERDON VOCATIONAL)
 Donna Herbel (KINGWOOD)
 Jason Kornegay, Vice President (LEBANON TWP)
 Teresa Kane (MILFORD BOROUGH)
 Andrea Stein (TEWKSBURY TOWNSHIP)
 Nicholas Diaz (UNION)

ADMINISTRATION PRESENT

Marie B. Gorey (SUPERINTENDENT)
 Christina Greaves (PARAPROFESSIONAL COORDINATOR)
 Dennis Balodis (LEASE PURCHASING)
 Fran Leddy (ABE COORDINATOR)
 Nancy Szymanski (TRANSPORTATION DIRECTOR)

Corinne Steinmetz (SCHOOL BUSINESS ADMINISTRATOR)
 Heidi Gara (ASST SCHOOL BUSINESS ADMINISTRATOR)
 Scott Cahill (ASST TRANS DIRECTOR)
 Yasmin Findeis (PARA PROFESSIONAL COORDINATOR)

III CALL TO ORDER

President Charles Miller opened the meeting at 4:25 pm

IV CITIZENS ADDRESS THE BOARD OF DIRECTORS

V EXECUTIVE SESSION

At 4:26 pm Jason Kornegay moved, seconded by Donna Herbel to enter into Executive Session

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 **PERSONNEL** matters; until such time as the subject no longer defeats the purpose of the executive session, at which time resolution shall take effect.

Action may be taken

At 5:01pm Board returned to public session

Dr. Gregory Farley moved, seconded by Donna Herbel to appoint Corinne Steinmetz as new Superintendent, effective July 1, 2021 for a 3 yr contract, pending approval of appointment and contract by County Executive Superintendent

Charles Miller, President (EAST AMWELL)	YES
Jennifer Giordano (BEDMINSTER)	YES
Dr. Gregory Farley (BETHLEHEM)	YES
Jennifer Kaltenbach (CLINTON TOWNSHIP)	YES
Gerald (Jerry) Bowers (DEL-VAL)	YES
Nicholas Diaz (FRANKLIN-H)	YES
William Grippo (FRANKLIN-S)	YES
Gregory Hobaugh (HIGH BRIDGE)	YES

Jason Kornegay (HAMPTON)	YES
Noelle O'Donnell (HUNTERDON CENTRAL)	YES
Kevin Gilman (HUNTERDON VOCATIONAL)	YES
Donna Herbel (KINGWOOD)	YES
Jason Kornegay, Vice President (LEBANON TWP)	YES
Teresa Kane (MILFORD BOROUGH)	YES
Andrea Stein (TEWKSBURY TOWNSHIP)	YES
Nicholas Diaz (UNION)	YES

MOTION PASSED

VI APPROVAL OF MINUTES

Kevin Gilman moved, seconded by William Grippo to:

- A approve Board of Directors Board Minutes February 2, 2021, as submitted by Board Secretary
- B approve Board of Directors Board Executive Session Minutes February 2, 2021, as submitted by Board Secretary

MOTION PASSED UNANIMOUSLY

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VII FINANCIAL REPORTS

Jason Kornegay moved, seconded by Kevin Gilman to:

- A approve the unaudited February 2021 Board Secretary Report
- B approve the line item transfers and budget appropriations for the period of February 1-28, 2021 (Adj #131-144)

MOTION PASSED UNANIMOUSLY

VIII LIST OF BILLS

A Jennifer Kaltenbach moved, seconded by Jason Kornegay to approve the following list of bills:

1	February 2021	\$16,045.05	Hand checks
2	February 2021	\$1,001,159.15	Payroll
3	March 2, 2021 List of Bills	\$954,698.68	Computer Generated
4	February 12, 2021	\$7,179.48	Consultants
5	March 15, 2021	\$9,249.00	Consultants
		\$1,988,331.36	TOTAL

MOTION PASSED UNANIMOUSLY

IX CORRESPONDENCE / COMMUNICATION

- A Cooperative Purchasing Newsletter - March 2021

X COMMITTEE MEETINGS

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

XI POLICY No Action Items

XII SUPERINTENDENT'S REPORT, presented by

A ADMINISTRATION

1 Kevin Gilman moved, seconded by Jennifer Giordano to approve 2021-22 Budget, as presented:

FUND 10	OPERATING	\$750,000.00
FUND 20	GRANT PROGRAMS	\$815,000.00
FUND 40	DEBT SERVICE	\$350,000.00
FUND 60	ENTERPRISE	\$24,260,000.00
FUND 80	COUNTY PROGRAMS	\$225,000.00
TOTAL BUDGET		\$26,400,000.00

Charles Miller, President (EAST AMWELL)	YES
Jennifer Giordano (BEDMINSTER)	YES
Dr. Gregory Farley (BETHLEHEM)	YES
Jennifer Kaltenbach (CLINTON TOWNSHIP)	YES
Gerald (Jerry) Bowers (DEL-VAL)	YES
Nicholas Diaz (FRANKLIN-H)	YES
William Grippo (FRANKLIN-S)	YES
Gregory Hobaugh (HIGH BRIDGE)	YES

Jason Kornegay (HAMPTON)	YES
Noelle O'Donnell (HUNTERDON CENTRAL)	YES
Kevin Gilman (HUNTERDON VOCATIONAL)	YES
Donna Herbel (KINGWOOD)	YES
Jason Kornegay, Vice President (LEBANON TWP)	YES
Teresa Kane (MILFORD BOROUGH)	YES
Andrea Stein (TEWKSBURY TOWNSHIP)	YES
Nicholas Diaz (UNION)	YES

MOTION PASSED

- | | |
|--------------------------------|-----------------|
| 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 |

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Kevin Gilman moved, seconded by Jennifer Giordano action items H, J, K & L to:

H PURCHASING

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

#	DISTRICT
662	New Brunswick, City of
663	Newton, Town of
664	Stillwater Township
665	East Greenwich Township Board of Education
666	Berkeley Heights, Township of
667	Middlesex, Borough of
668	Woodcliff Lake, Borough of
669	Alexandria Township
670	Toms River BOE

2 award, as authorized at the February 2, 2021 Board of Directors Meeting, the Science Supplies & Equipment bid #HCESC-Cat-21-01b, effective February 22, 2021 through February 22, 2023 as follows:

School Specialty (Frey)	30% off Supplies, 10% off Furniture
Carolina Biological	10% off Supplies

3 award, as authorized at the February 2, 2021 Board of Directors meeting, the Art/Craft Supplies & Accessories bid #206, effective February 22, 2021 through February 22, 2022 to the lowest responsible bidder for various items to the following vendors:

School Specialty Kurtz Bros.

4 award, as authorized at the February 2, 2021 Board of Directors meeting, the Abigail's Law Compliant Sensor System bid #HCESC-Trans-21-02, effective March 13, 2021 through March 13, 2023 to Raphael Bus Sales, LLC as follows:

Raphael Bus Sales, LLC	Rosco Vision Systems - #STSK180 - \$1,573.50 (in mirror monitor option-additional \$490.50), #STSK270 - \$2,310.30 (in mirror monitor option-additional \$490.50), #STSK360HD - \$3,500.00, optional on all systems #DV440 - \$1,490.00. All prices include Installation.
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5 authorize Administration to award the Office Supplies & Accessories bid #207

6 authorize Administration to award the Masonry Services bid #HCESC-Ser-20J

7 authorize Administration to award the Overhead Door Repair & Replacement bid #HCESC-Cat/Ser-21-03

I DEPARTMENT OF SCHOOL SERVICES No Action Items

J TRANSPORTATION

1 approve Special Education Transportation Contracted Routes, as listed: March 2021 through June 2021

Route#	Destination	Sending District	Contractor	Original Route Cost Per Diem	Aide Per Diem
2123	Essex Valley School	North Hunterdon	Alyft Transport	\$261.00	N/A
2126	Celebrate the Children	North Hunterdon	Alyft Transport	\$268.00	\$106.00
2127	High Point School	Alexandria Twp.	Alyft Transport	\$270.00	\$81.00

K PERSONNEL

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

1 Appointments*

Name	Position	Location	Rate/Salary	Effective On or About
Charlyn Lynch	Teacher Assistant	Franklin Township - Quakertown	\$16.00 / Hour	03/01/2021
Kassidy Smith	Teacher Assistant	FRRSD	\$16.00 / Hour	03/08/2021
Joann Bajak	Teacher Assistant	FRRSD	\$16.00 / Hour	03/25/2021

**pending completion of required paperwork*

2 Resignations / Retirements / Terminations

Name	Position	Location	Reason	Effective On or About
Jill DeFederico	Teacher Assistant	Franklin Township	Resignation	02/18/2021
Melisa Munoz	Teacher Assistant	FRRSD	Resignation	02/26/2021
Brittany Harmon	Teacher Assistant	Bedminster Township School	Resignation	03/04/2021

3 Leave of Absences*

Name	Position	Location	Reason	Effective On or About
Joseph Durozeau	School Bus Driver	West Orange	Medical	2/12/2021 to 3/15/2021 Up to 44.5 Banked Sick Days
Andrea Cenwinski	Teacher Assistant	Bethlehem	Medical	3/30/2021 to TBD Up to 16.5 Sick Days

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4 Amend the following leave of absence as approved at the Board of Directors' meeting on November 10, 2020

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective On or About</u>
Lola Conner	School Bus Driver	Glen Gardner	Medical Leave	11/02/2020 to TBD Up to 11.5 Days Paid
to				
Lola Conner	School Bus Driver	Glen Gardner	Medical Leave	11/02/2020 to 2/24/2021 11.5 Days Paid

5 Amend the following leave of absence as approved at the Board of Directors' meeting on February 2, 2021

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective On or About</u>
Jean Francois	School Bus Driver	West Orange	Medical	1/28/2021 to TBD Up to 49 Days Paid
to				
Jean Francois	School Bus Driver	West Orange	Medical	1/28/2021 to 3/01/21 21 Days Paid

6 Increase the salary of Doreen Pirozzi, Cooperative Purchasing Manager (12 month f/t), from \$66,228.78 to \$73,800 effective March 1, 2021 (prorated).

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>
Supervisor & 4 Staff, ABE	NJALL 2021 Conference	5/12/21	\$250 (\$50/each)

MOTIONS PASSED UNANIMOUSLY

XIV UNFINISHED BUSINESS

XV NEW BUSINESS

- A Superintendent Marie B. Gorey introduced Administrative staff
- B Board Orientation to be scheduled

XVI CITIZENS ADDRESS THE BOARD

XVII ADJOURNMENT

Donna Herbel moved, seconded by William Grippo to adjourn the meeting. Since there was no further items to discuss, the meeting adjourned at 5:23

Respectfully submitted by:

CSteinmetz

Corinne Steinmetz
 SBA/Board Secretary