

HUNTERDON COUNTY  
EDUCATIONAL SERVICES COMMISSION  
**Board of Directors Meeting**  
**March 6, 2012**  
**MINUTES**

A **regular** meeting of the Hunterdon County Educational Services Commission **Board of Directors** was held in the Adult Literacy Building (Rm 205), 215 Route 31, Flemington, New Jersey on **Tuesday, March 6, 2012**

**I. OPEN PUBLIC MEETING STATEMENT**

The meeting was officially advertised in the Hunterdon County Democrat, The Courier News and with the County Clerk.

**II. ROLL CALL**

**BOARD MEMBERS**

Charles Miller (E AMWELL), President

Judy Burd (LEBANON TWP)

William Moebus (HOLLAND), Vice President

Teresa Kane (MILFORD)

Linda Adams (ALEXANDRIA)

Donald Shelton (TRENTON)

Tom Bruhl (DELAWARE) @ 4:20 pm

John Dupuis (W AMWELL)

Thomas Lewis (FRANKLIN-SOMERSET)

**ADMINISTRATION / STAFF PRESENT**

Dennis Cox (SUPERINTENDENT)

Corinne Steinmetz (SCHOOL BUS ADMIN)

**III. CALL TO ORDER**

At **4:17 pm** in the Adult Literacy Building, 215 Route 31 Flemington, New Jersey, Board **President Charles Miller** called the meeting to order.

**IV. CITIZENS ADDRESS THE REPRESENTATIVE ASSEMBLY**

**REVISED AGENDA**

William Moebus moved seconded by Linda Adams to approve agenda with added items, as highlighted  
**MOTION APPROVED UNANIMOUSLY**

**V. APPROVAL OF MINUTES**

A William Moebus moved seconded by Judy Burd to approve the minutes of the **February 14, 2012** Board of Directors meeting, respectfully submitted by the Board Secretary.

**MOTION APPROVED UNANIMOUSLY**

4:20 pm - Tom Bruhl arrived

**VI. FINANCIAL REPORTS**

William Moebus moved, seconded by Linda Adams to:

A approve the line item transfers and budget appropriations for the month of February 2012

B approve the February 2012 Board Secretary Reports

**MOTIONS APPROVED UNANIMOUSLY**

## VII LIST OF BILLS

William Moebus moved, seconded by Thomas Lewis to:

A approve the following list of bills:

- |   |                       |                    |
|---|-----------------------|--------------------|
| 1 | February 29, 2012     | Handchecks         |
| 2 | March 6, 2012         | Computer Generated |
| 3 | March 6, 2012 (ADDED) | Computer Generated |

### **MOTION APPROVED UNANIMOUSLY**

## VIII CORRESPONDENCE, presented by Charles Miller

A. Reminder: The following items need to be sent to Corinne Steinmetz, SBA at your earliest convenience

- 1 Proof of satisfactory criminal history review
- 2 School Ethic forms are due

B Article: School Funding in NJ Suburbs

C Article: School Funding at Trenton Public and various schools

D Roxey Ballet - Fighting for the Arts (ATTACHMENTS)

## IX COMMITTEE MEETINGS

William Moebus moved, seconded by Thomas Lewis to accept the following committee minutes:

- A Building and Grounds, 2/21/12
- B Programs and Services, 2/21/12
- C Public Relations, 2/21/12
- D Policy, 2/23/12
- E Personnel, 2/27/12
- F Finance, 2/27/12
- G Executive, 2/21/12

### Discussion:

Charles Miller informed the Board that our April 3, 2012 Board Meeting will be held at our ESC School at West Amwell

Andrea Romano updated the Board on recent Teen Arts grant funding approval and programming ideas 2012.

Don Shelton questioned if the projected (\$500,000) loss for the 2011-12 school year is due to the reduction in enrollment. Dennis Cox explained that it is a contributing factor in addition to the mortgage on the West Amwell property being an impact.

Current enrollment is at 62, typically an enrollment of 83 for the school year would be our break-even for West Amwell.

Mortgage will be paid off in 5 1/2 years.

Another contributing factor is other extraordinary - one time expenses related to the move of our West Orange Transportation terminal.

### **MOTION APPROVED UNANIMOUSLY**

## X SUPERINTENDENT'S REPORT

### A PURCHASING

William Moebus moved, seconded by Judy Burd to:

- 1 accept South Plainfield Public Schools as the 157th member of the Cooperative Service Purchasing Cooperative
- 2 accept Chester Board of Education as the 158th member of the Cooperative Service Purchasing Cooperative

- 3 contract with Emaxed Custom Software Solutions to trouble shoot importing issues within cooperative purchasing software at a cost of \$650.00

**MOTIONS APPROVED UNANIMOUSLY**

William Moebus moved, seconded by Thomas Lewis to approve items XB and XC as follows:

**B TRANSPORTATION**

- 1 approve coordinated transportation services to Plainfield Board of Education, effective 11/28/11 to 8/30/2012
- 2 approve special education routes as follows:

**NEW CONTRACTS**

Route #	Destination	Contractor	Daily Rate
SHR-8	South Hunterdon H.S.	Rick Bus Co	\$162.00
1220	Somerset Hills	Ralph Bus	\$144.00
1226	DLC, New Providence	Ralph Bus	\$169.00

**QUOTED CONTRACTS**

Route #	Destination	Contractor	Daily Rate
1235T	Tewksbury Elementary	Kensington Bus	\$169.00

**ADJUSTED ROUTES**

Route #	Destination	Contractor	Daily Rate	Adjustment	Adj Rate
1107R	Midland	Leh's Trans	\$156.91	-\$1.02	\$155.89

**C DEPARTMENT OF SCHOOL SERVICES**

- 1 provide nonpublic school services to Bedminister Township School District under Chapters 192-193 and IDEA-B programming, effective March 5, 2012 through June 30, 2012.
- 2 accept Federal/State funding under the Individuals with Disabilities Act (IDEA) from Bedminister Township in the amount of \$7,017.00 to be spent in the nonpublic schools in Bedminister Township for services as approved in the grant.
- 3 discontinue School Business Administrative Services at Central Jersey Arts Charter School, effective February 29, 2012

**MOTIONS APPROVED UNANIMOUSLY**

**D PERSONNEL**

- 1 William Moebus moved, seconded by Thomas Lewis to approve the following personnel items, as recommended by the Superintendent:

**Administration**

terminate Randy Ostrow, Off Site School Business Administrator/Board Secretary, effective February 28, 2012

**Glen Gardner**

approve the written resignation of Maria Reese, Bus Aide, effective February 21, 2012

approve Sharon Radcliff, Monitor, at a rate of \$10.55/hr., effective February 27, 2012

approve Karen Faille, Bus Driver, at a rate of \$16.75/hr., effective February 27, 2012 through March 31, 2012

**Morristown**

approve Jerrylene Holman, Bus Driver, at a rate of \$15.23/hr., effective February 16, 2012

rescind offer of employment to Kahliah Ashworth, Monitor, effective March 6, 2012

**West Orange**

approve Shauna Doster, Bus Driver, at a rate of \$15.25/hr., effective February 29, 2012

**Schools**

approve Ryan Callanan, Part-Time Teacher Assistant, at the rate of \$15.55/hr., effective March 1, 2012

approve the following as a Substitute Teacher Assistant, at a rate of \$85/day, non-pensionable, effective March 6, 2012:

Connie Wygera

approve the following as a Substitute Teacher, at a rate of \$100/day, non-pensionable, effective March 6, 2012:

Connie Wygera

**Department of School Services**

approve the written resignation of Anna Maria Shanoski, Part-Time Off Site Teacher Assistant, effective March 6, 2012

approve Peggy Doorly, Part Time Temporary Speech and Language Therapist, at a rate of \$70/hr., not to exceed 12 hrs./week, effective March 5, 2012 through June 30, 2012

approve Kellie Kiley, Part-Time Off Site Teacher Assistant, at a rate of \$15.55/hr., effective March 7, 2012

approve Loriann Pacheco, Part-Time Off Site Teacher Assistant, at a rate of \$15.55/hr., effective March 7, 2012

**Adult Basic Education**

approve the FMLA request of Maria Marnell, Part Time Instructor, effective February 10, 2012

**MOTION APPROVED UNANIMOUSLY**

**E PROFESSIONAL DEVELOPMENT**

1 William Moebus moved seconded by Judy Burd to approve the following staff members for professional development workshops:

<b><u>Position</u></b>	<b><u>Workshop</u></b>	<b><u>Date</u></b>	<b><u>Cost</u></b>
Instructor	Enriching & Enhancing Reading & Writing Instruction	4/4/12	Free
Coordinator	Enriching & Enhancing Reading & Writing Instruction	4/4/12	Free
(2) Administrators	IEP Direct	3/27/12	Free
Supervisor	IEP Direct	3/27/12	Free
Instructor	Enriching & Enhancing Reading & Writing Instruction	4/4/12	Free
(2) Administrators	IPAD Training	3/9/12	Free

**MOTION APPROVED UNANIMOUSLY**

**F POLICY**

William Moebus moved, seconded by Thomas Lewis to accept the following policies for first reading:

- 1 New - 4119.2/4219.2 Bring Children to Work
- 2 New - 4145 / 4245 Early Return to Work
- 3 Revised - 9250.1 Board Member Compensation and Expenses

**G HARASSMENT INTIMIDATION & BULLYING - No Incidents to report**

**XI OLD BUSINESS**

- A John Dupuis announced that the solar project at West Amwell School (ESC School at West Amwell) is underway. He informed the board that if anyone is considering a similar initiative to be prepared that they may be required to take out additional insurance policy to back the success of the project.
- B Discussion regarding bullying and the current district responsibilities regarding cyber bullying, texting and facebook
- C John Dupuis thanked the Board for the use the gymnasium at or ESC School at West Amwell for the Science Olympia, it was another successful year.

**XII NEW BUSINESS**

**XIII CITIZENS ADDRESS THE REPRESENTATIVE ASSEMBLY**

**XIV ADJOURNMENT**

William Moebus moved to adjourn the meeting. Since there was no further action to discuss, the meeting was adjourned at 4:55 pm.

Submitted by:

Corinne Steinmetz  
School Business Administrator / Board Secretary