

August 30, 2022
BOARD OF DIRECTORS MEETING
MINUTES

A REGULAR meeting of the Hunterdon County Educational Services Commission Board of Directors was held in the Hunterdon ESC Adult Basic Education (ABE) Office, 8 Bartles Corner Road (Suite 205) Flemington and virtually through Zoom 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. This notice is 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)
Seth Cohen (CLINTON-GLEN GARDNER)
Mary Lyons (DELAWARE)
Gerald Bowers (DELAWARE VALLEY REGIONAL)
Kari McGann (FLEMINGTON RARITAN)

Gregory Hobaugh (HIGH BRIDGE)
Todd Bonsall (HUNTERDON VOCATIONAL)
Donna Herbel (KINGWOOD)
Teresa Kane (MILFORD BOROUGH)

ADMINISTRATION PRESENT

Corinne Steinmetz (SUPERINTENDENT)
Christina Greaves (PERSONNEL COORDINATOR)

Heidi Gara (SCHOOL BUSINESS ADMINISTRATOR)
Fran Leddy (ABE COORDINATOR)

III CALL TO ORDER

President Charles Miller opened the meeting at 4:23 pm

IV PRESENTATION / CITIZENS ADDRESS THE BOARD OF DIRECTORS

- A Public Hearing for School Business Administrator

Ms. Steinmetz provided information regarding the need for the Public Hearing and explained the terms and conditions of the contract. There were no comments

V APPROVAL OF AGENDA/MINUTES

- A Todd Bonsall moved, seconded by Mary Lyons to adopt the agenda

MOTIONS PASSED UNANIMOUSLY

- B Todd Bonsall moved, seconded by Mary Lyons to approve the Board of Directors Minutes June 28, 2022 as submitted by Board Secretary

MOTIONS PASSED UNANIMOUSLY

- C Todd Bonsall moved, seconded by Mary Lyons to approve the Executive Session Minutes June 28, 2022 as submitted by Board Secretary

MOTIONS PASSED UNANIMOUSLY

VI FINANCIAL REPORTS

Todd Bonsall moved, seconded by Mary Lyons to:

- A approve the UNAUDITED June 2022 Board Secretary Report
B approve the line item transfers and budget appropriations for the period of June 28-30, 2022 (Adj #381-414)
C approve the UNAUDITED July 2022 Board Secretary Report
D approve the line item transfers and budget appropriations for the period of July 1-31, 2022 (Adj #1-031)

MOTIONS PASSED UNANIMOUSLY

VII LIST OF BILLS

- A Gerald Bowers moved, seconded by Todd Bonsall to approve the following

1	June 22-26, 2022	\$2,660.00	Handchecks
2	June 2022	\$1,219,469.44	Payroll
3	June 30, 2022 List of Bills	\$142,412.54	Computer Generated
4	June 30, 2022 List of Bills	\$127,386.32	Computer Generated - EANS
5	July 2022	\$862,212.19	Handchecks/Handchecks EANS
6	August 15, 2022	\$12,416.55	Consultant Payroll
7	August 2022	\$11,787.45	Handchecks
8	August 30, 2022 List of Bills	\$668,593.01	Computer Generated
9	August 30, 2022 List of Bills	\$420,300.81	Computer Generated - EANS

\$3,467,238.31 TOTAL

MOTIONS PASSED UNANIMOUSLY

VIII CORRESPONDENCE / COMMUNICATION

- A September 2022 Cooperative Purchasing Newsletter

IX 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 | |

X POLICY

No Action Items

XI SUPERINTENDENT'S REPORT

Ms. Steinmetz acknowledged the retirement of Nancy Szymanski noting that she has been the face of HCESC Transportation for over 20 years and will be truly missed by everyone. We wish her the best in the future. Ms. Steinmetz provided an overview of the agenda.

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Todd Bonsall moved, seconded by Donna Herbel to approve items XI A, B, C, E, H, I, J, K, L & M to:

A ADMINISTRATION

- 1 approve the Shared Services Agreement, for the period July 1, 2022 to June 30, 2023, for subcontracted business administrator services with High Bridge Borough Board of Education in accordance with the Uniformed Shared Services and Consolidation Act, NJSA 40A:65-1 et. seq., and NJSA 18A:17-14.1 at an annual rate of \$90,000, as approved by the Interim Executive County Superintendent
- 2 authorize submission of Staff Professional Development and Mentorship Plan for the 2022-2023 School Year
- 3 authorize submission of Virtual Instruction Plan for the 2022-2023 School year

B EANS

Whereas, as part of the Coronavirus Response and Relief Supplemental Appropriation Act, 2021 (CRRSAA), Congress allocated funds specifically to provide emergency assistance to students and teachers in eligible nonpublic schools through the Emergency Assistance to Nonpublic Schools (EANS) program, to address the impact of COVID-19 on nonpublic school students and teachers;

Whereas, the US Department of Education has awarded a formula grant to New Jersey to provide awards to nonpublic schools in the state and provide administrative support to the project as contemplated by EANS;

Whereas the Hunterdon County ESC and New Jersey Department of Treasury, Division of Purchase and Property entered into a Program Management Services Agreement for Emergency Assistance to Nonpublic Schools on October 5, 2021;

Whereas, 18A:18A-5.Exceptions to requirement for advertising. Any contract, the amount of which exceeds the bid threshold, shall be negotiated and awarded by the board of education by resolution at a public meeting without public advertising for bids and bidding therefor if:

a(1) The subject matter thereof consists of Professional Service;

Therefore, be it resolved that Hunterdon County ESC Board of Directors authorizes administration to approve EANS purchase requisition for 2022-23 school year, as follows:

Nonpublic School	Vendor	Amount	Comment
Immaculate Conception School	Wilson Language Training Corporation	\$15,634.60	Contract available in Board Office for review
Immaculate Conception School	Teaching Strategies for Early Childhood	\$16,488.75	Contract available in Board Office for review

C HOFFMANS CROSSING

- 1 award cleaning services for Hoffmans Crossing Campus to One Total Cleaning Services, lowest responsible quote \$2,795.67, monthly, effective September 1, 2022 through June 30, 2023

D TECHNOLOGY

- 1 approve AMC Software, Inc for Professional Services related to MAGIC Software, at a cost of \$125/hr, as needed up to \$6,000

E ADULT BASIC EDUCATION

- 1 accept additional funds in the amount of \$21,000 for the Work First Learning Link for Hunterdon County and Somerset County, as part of the Greater Raritan Workforce Development Board Adult and Dislocated Development Grants
- 2 revise Title II funds as follows:

Description	Original Budget	Actual Allocation	Effective Date
Title II Allocation	\$436,000.00	\$362,296.00	July 1, 2022 - June 30, 2023
Title II State Carryover	\$0.00	\$100,000.00	July 1, 2022 - September 30, 2022
TOTAL BUDGET	\$436,000.00	\$462,296.00	

- 3 approve the Memorandum of Understanding with Christian Center of Somerset for the period of September 15, 2022 through May 31, 2023, for use of facilities, at a monthly cost of \$400
- 4 approve the Memorandum of Understanding with Franklin Township Board of Education for the period of October 1, 2022 through May 31, 2023, for use of facilities, at no cost

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
766	Cumberland Regional Board of Education
767	Bernards, Township of
768	Riverbark Charter School of Excellence
769	North Bergen Housing Authority
770	Fairfield, Township of
771	Lopatcong, Township of
772	Logan, Township of
773	South River, Borough of

- 2 award, as authorized at the June 7, 2022 Board of Directors meeting, the Cosmetology Supplies & Equipment bid #HCESC-Cat-22-06, effective July 18, 2022 through July 18, 2024 to the Burmax Co., Inc.

- 3 award, as authorized at the June 7, 2022 Board of Directors meeting, the Multi-Purpose Transportation Vehicles bid #HCESC-Veh-22-11, effective July 5, 2022 through July 5, 2024 with a CPI increase every six (6) months to the base price until the expiration of the contract to H.A. DeHart & Son, Inc. as follows:

20 Foot Vehicle	Base Price - \$65,100	20% Discount on OEM Options, 20% Markup on Aftermarket Options
130 Inch Wheelbase	Base Price - \$65,195	20% Discount on OEM Options, 20% Markup on Aftermarket Options

- 4 award, as authorized at the June 28, 2022 Board of Directors meeting, the Type A, B & C Transportation Vehicles bid #HCESC-Veh-22-10, effective July 5, 2022 through July 5, 2024 with a CPI increase every six (6) months to the base price until the expiration of the contract to H.A. DeHart & Son, Inc. as follows:

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Type A (16 Passenger)	Option #1 Base Price - \$67,900 Option #2 Base Price - \$67,900	39% Discount on OEM Options, 20% Markup on Aftermarket Options
Type B (24 Passenger)	Option #1 Base Price - \$72,600 Option #2 Base Price - \$72,600	39% Discount on OEM Options, 20% Markup on Aftermarket Options
Type C (54 Passenger)	Option #1 Base Price - \$113,600 Option #2 Base Price - \$115,600	20% Discount on OEM Options, 20% Markup on Aftermarket Options

- 5 award, as authorized at the June 7, 2022 Board of Directors meeting, the Appliance Repair, Maintenance & Installation Services bid #HCESC-Ser-22-14, effective August 5, 2022 through August 5, 2023 to Jay-Hill Co. as follows:

Labor - \$130/Hour, Parts Markup - 95%	\$195/Hour Service Call when work is not performed	Hudson, Bergen, Union & Essex Counties
Maintenance Contract - \$1,170/Day includes 8 hours of maintenance services (doesn't include chemicals, filters & materials)		

- 8 award, as authorized at the June 28, 2022 Board of Directors meeting, the Wastewater & Sludge Analysis Services bid #HCESC-Ser-22-12, effective August 5, 2022 through August 5, 2024 to Garden State Laboratories, Inc. per attachment

- 7 award, as authorized at the June 7, 2022 Board of Directors meeting, the Comprehensive Safety & Security RFP #HCESC-Tech-R22-07 effective August 5, 2022 through August 5, 2024 as follows:

Evaluator	Advantage Security/Sonitrol	CTCI	Alen Security	Coskeys
#1	87	77	80	51
#2	88	66	63	50
#3	88	71	70	66
#4	86	62	63	23
#5	85	70	76	53
Total Points	434	346	351	243

- 8 award, as authorized at the June 28, 2022 Board of Directors meeting, the Food Service Supplies & Equipment bid #HCESCCat-22-08, effective August 19, 2022 through August 19, 2024 as follows:

MAP International Import & Export Corp.	Various Discounts per Attachment
Penn Jersey Paper Company	Various Discounts per Attachment. \$500 Flat fee to bring the equipment in the building, uncrate and put in place.
Strategic Equipment	Various Discounts per Attachment

- 9 award, as authorized at the June 28, 2022 Board of Directors meeting, the Physical Security Products bid #HCESC-Cat-22-09 effective September 29, 2022 through September 29, 2024 as follows:

Gemba Security Solutions	Various Discounts per Attachment. Basic Set Up & Installation - \$152/Hour
Technotime Business Solutions	Various Discounts per Attachment. Basic Set Up & Installation - \$150/Hour
Commercial Technology Contractors (CTCI)	Various Discounts per Attachment. Basic Set Up & Installation - \$125/Hour
Philip M Casciano Associates dba PMC Associates	Various Discounts per Attachment. Basic Set Up & Installation - \$175/Hour
Metropolitan Data Solutions Management Co. (MSD)	Various Discounts per Attachment. Basic Set Up & Installation - \$200/Hour
Triangle Communication	Various Discounts per Attachment. Basic Set Up & Installation - \$150/Hour. 2% Prompt Payment Discount.
VT Security LLC dba Alen Security	Avigilon 25% Discount. Basic Set Up & Installation - \$185/Hour. 1% Prompt Payment Discount.

- 10 authorize Administration to award the Remediation Services-Water, Mold, Asbestos & Lead bid #HCESC-Ser-22-15

- 11 authorize Administration to award the Photography Supplies & Equipment bid #HCESC-Cat-22-16

I DEPARTMENT OF SCHOOL SERVICES

- 1 contract with Wilson Language Training Corporation, for provision of Countywide 3 Day Virtual Wilson Introduction Course and Year Long Level 1 Certification/Practicum, in the total amount of \$37,458.16, with cost to be paid proportionately by participating Hunterdon County Schools

J TRANSPORTATION

- 1 correct approval to purchase transportation replacement vehicles for our Glen Gardner Transportation Depot, as described below:

From

QTY	Description	District	Price	Total	NOTE
4	2023 Thomas C2 54P Bus	South Orange & Maplewood BOE	\$122,277.25	\$489,109.00	18A:64A-25.5b Exceptions to requirement for advertising
<u>To</u>					
1	2022 Thomas C2 54P Bus	South Orange & Maplewood BOE	\$122,164.76	\$122,164.76	18A:64A-25.5b Exceptions to requirement for advertising
3	2023 Thomas C2 54P Bus	South Orange & Maplewood BOE	\$122,277.25	\$366,831.75	
TOTAL				\$488,996.51	

- 2 award lease financing of \$488,996.51 to KS State Bank, Baystone Government Finance KS, lowest responsible bid response, at a rate of 3.8% for the purchase of (4) Thomas C2 54 passenger school buses, approved at the June 28, 2022 Board of Directors Meeting

- 3 authorize purchase of transportation replacement vehicles, as described below:

LOCATION	Description	QTY	Price	Total	NOTE
GG	2024 Thomas C2 54P Bus	3	\$151,974.08	\$455,922.24	Per Bus Bid HCESC-VEH-22-10
WO	2024 Thomas C2 54P Bus	3	\$151,974.08	\$455,922.24	Per Bus Bid HCESC-VEH-22-10
TOTAL				\$911,844.48	

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- 4 authorize administration to obtain lease purchase financing for the purchase of (6) 2024 Thomas 54 Passenger vehicles at an amount up to \$911,844.48
- 5 authorize administration to purchase 2011 Ford F-450 Mason Dump w/Plow & Sander (VIN: 1FDUF4HY4BEB76407) from Byram Township Board of Education for \$22,000, as per 18A:64A-25.5b Exceptions to requirement for advertising.
- 6 approve Special Education Transportation Routes with West Orange Board of Education, as listed:

Summer Quoted Routes		June 28th, 2022 - August 30, 2022			
Route#	Destination	Sending District	Contractor	Route Per Diem	Aide Per Diem
Liberty 1	Liberty School	West Orange	HCESC	\$191.89	\$89.54
Liberty 2	Liberty School	West Orange	HCESC	\$191.89	\$89.54
Liberty 3	Liberty School	West Orange	HCESC	\$191.89	\$89.54
Liberty 4	Liberty School	West Orange	HCESC	\$191.89	\$89.54
Liberty 5	Liberty School	West Orange	HCESC	\$191.89	\$89.54
Liberty 6	Liberty School	West Orange	HCESC	\$191.89	\$89.54
Liberty 7	Liberty School	West Orange	HCESC	\$191.89	\$89.54
Liberty 8	Liberty School	West Orange	HCESC	\$191.89	\$89.54
Liberty 9	Liberty School	West Orange	HCESC	\$191.89	\$89.54
Liberty 10	Liberty School	West Orange	HCESC	\$191.89	\$89.54
Liberty 11	Liberty School	West Orange	HCESC	\$191.89	\$89.54
Liberty 12	Liberty School	West Orange	HCESC	\$191.89	\$89.54
SESL 1	West Orange HS	West Orange	HCESC	\$191.89	N/A
SESL 2	West Orange HS	West Orange	HCESC	\$199.70	N/A
Step Up 1	West Orange HS	West Orange	HCESC	\$205.28	N/A
SR-337	ECLC/Chatham	Sussex County Coop	HCESC	\$513.96	N/A
SR-346	Phoenix Center	Sussex County Coop	HCESC	\$467.76	N/A

- 7 approve Joint Transportation agreement with NHVHSD for the following Routes:

August 24, 2022 - June 30, 2023					
Route #	School	Sending District	Contractor	Per Diem Cost	Per Annum Cost
NH 1	North Hunterdon H.S.	NHVHSD	Krapf	\$228.00	\$41,724.00
NH 2	North Hunterdon H.S.	NHVHSD	Krapf	\$244.50	\$44,743.50
NH 3	North Hunterdon H.S.	NHVHSD	Krapf	\$230.00	\$42,090.00
NH 4	North Hunterdon H.S.	NHVHSD	Krapf	\$233.00	\$42,639.00
NH 5	North Hunterdon H.S.	NHVHSD	Krapf	\$228.00	\$41,724.00
NH 6	North Hunterdon H.S.	NHVHSD	Krapf	\$228.00	\$41,724.00
NH 7	North Hunterdon H.S.	NHVHSD	HCESC	N/A	\$47,305.42
NH 8	North Hunterdon H.S.	NHVHSD	HCESC	\$195.36	\$35,750.88
NH 9	North Hunterdon H.S.	NHVHSD	Krapf	\$356.24	\$65,191.92
NH10	North Hunterdon H.S.	NHVHSD	DVR	\$268.46	\$49,128.18
NH11	North Hunterdon H.S.	NHVHSD	Krapf	\$235.00	\$43,005.00
NH12	North Hunterdon H.S.	NHVHSD	Krapf	\$235.00	\$43,005.00
NH13	North Hunterdon H.S.	NHVHSD	Krapf	\$308.00	\$56,364.00
NH15	North Hunterdon H.S.	NHVHSD	Krapf	\$240.00	\$43,920.00
NH16	North Hunterdon H.S.	NHVHSD	Krapf	\$202.35	\$37,030.05
NH20	North Hunterdon H.S.	NHVHSD	GST	\$263.00	\$48,129.00
NH22	North Hunterdon H.S.	NHVHSD	Krapf	\$230.00	\$42,090.00
NH23	North Hunterdon H.S.	NHVHSD	Krapf	\$230.00	\$42,090.00
NH24	North Hunterdon H.S.	NHVHSD	Krapf	\$230.00	\$42,090.00
NH25	North Hunterdon H.S.	NHVHSD	HCESC	\$195.36	\$35,750.88
NH26	North Hunterdon H.S.	NHVHSD	GST	\$273.00	\$49,959.00
NH29	North Hunterdon H.S.	NHVHSD	Krapf	\$233.00	\$42,639.00
NH30	North Hunterdon H.S.	NHVHSD	Krapf	\$383.00	\$70,089.00
NH31	North Hunterdon H.S.	NHVHSD	HCESC	\$195.36	\$35,750.88
NH33	North Hunterdon H.S.	NHVHSD	HCESC	N/A	\$35,750.88
N 2 (3:15)	North Hunterdon H.S.	NHVHSD	HCESC	\$165.81	\$10,943.46
N 3 (3:15)	North Hunterdon H.S.	NHVHSD	GST	\$209.00	\$13,794.00
N4 (3:15)	North Hunterdon H.S.	NHVHSD	GST	\$199.00	\$13,134.00
N5 (3:15)	North Hunterdon H.S.	NHVHSD	Krapf	\$202.35	\$13,355.10
BCV NOON	Voorhees High School	NHVHSD	HCESC	N/A	\$11,884.92
HCV AM-B	North Hunterdon H.S.	NHVHSD	HCESC	N/A	\$9,155.89
HCV AM-C	North Hunterdon H.S.	NHVHSD	HCESC	N/A	\$9,155.89
HCV NOON	North Hunterdon H.S.	NHVHSD	HCESC	N/A	\$9,155.89
HCV PM	North Hunterdon H.S.	NHVHSD	HCESC	N/A	\$9,155.89
V01	Voorhees High School	NHVHSD	Krapf	\$210.79	\$38,574.57
V02	Voorhees High School	NHVHSD	Krapf	\$215.00	\$39,345.00
V03	Voorhees High School	NHVHSD	Krapf	\$210.79	\$38,574.57
V04	Voorhees High School	NHVHSD	Krapf	\$232.00	\$42,456.00
V06	Voorhees High School	NHVHSD	Krapf	\$210.79	\$38,574.57

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V07	Voorhees High School	NHVHSD	Krapf	\$210.79	\$38,574.57
V09	Voorhees High School	NHVHSD	Krapf	\$215.00	\$39,345.00
V11	Voorhees High School	NHVHSD	Krapf	\$240.00	\$43,920.00
V12	Voorhees High School	NHVHSD	Krapf	\$210.26	\$38,477.58
V13	Voorhees High School	NHVHSD	HCESC	\$195.36	\$35,750.88
V14	Voorhees High School	NHVHSD	HCESC	\$195.36	\$35,750.88
V17	Voorhees High School	NHVHSD	Krapf	\$376.26	\$68,855.58
V18	Voorhees High School	NHVHSD	GST	\$199.00	\$36,417.00
V19	Voorhees High School	NHVHSD	Krapf	\$210.26	\$38,477.58
V20	Voorhees High School	NHVHSD	GST	\$194.50	\$35,593.50
V21	Voorhees High School	NHVHSD	GST	\$194.50	\$35,593.50
V22	Voorhees High School	NHVHSD	Krapf	\$210.79	\$38,574.57
V24	Voorhees High School	NHVHSD	GST	\$273.00	\$49,959.00
V1 (3:15)	Voorhees High School	NHVHSD	Krapf	\$210.26	\$13,877.16
V2 (3:15)	Voorhees High School	NHVHSD	Krapf	\$210.26	\$13,877.16
V3 (3:15)	Voorhees High School	NHVHSD	Krapf	\$210.26	\$13,877.16
V 4 (3:15)	Voorhees High School	NHVHSD	GST	\$209.00	\$13,794.00
V5 (3:15)	Voorhees High School	NHVHSD	Krapf	\$100.00	\$6,600.00
V 6 (3:15)	Voorhees High School	NHVHSD	GST	\$172.00	\$11,352.00
VB NOON	Voorhees High School	NHVHSD	HCESC	N/A	\$11,884.92
VBC AM	Voorhees High School	NHVHSD	GST	\$89.00	\$15,219.00
VC AM	Voorhees High School	NHVHSD	Krapf	\$210.26	\$38,477.58
VVN PM	Voorhees High School	NHVHSD	GST	\$89.00	\$14,685.00
AS AM	Hoffmans	NHVHSD	HCESC	N/A	\$15,823.07
AS PM	Hoffmans	NHVHSD	HCESC	N/A	\$15,560.10
AS01	Hoffmans	NHVHSD	HCESC	\$298.88	\$54,396.16
AS02	Hoffmans	NHVHSD	HCESC	\$298.88	\$54,396.16

8 approve Joint Transportation agreement with Franklin Twp. Board of Education for the following Routes:

August 30, 2022 - June 30, 2023					
Route #	School	Sending District	Contractor	Per Diem Cost	Per Annum Cost
FA	Franklin Township School	Franklin Township BOE	Krapf	\$230.00	\$41,400.00
FB	Franklin Township School	Franklin Township BOE	Krapf	\$240.00	\$43,200.00
FC	Franklin Township School	Franklin Township BOE	Krapf	\$235.00	\$42,300.00
FD	Franklin Township School	Franklin Township BOE	Krapf	\$235.00	\$42,300.00
FE	Franklin Township School	Franklin Township BOE	Krapf	\$230.00	\$41,400.00

9 approve Joint Transportation agreement with Lebanon Twp. Board of Education for the following Routes:

August 30, 2022 - June 30, 2023					
Route #	School	Sending District	Contractor	Per Diem Cost	Per Annum Cost
L01	Valley View/Woodglen Schools	Lebanon Twp. BOE	Krapf	\$165.47	\$29,950.07
L02	Valley View/Woodglen Schools	Lebanon Twp. BOE	GST	\$194.50	\$35,204.50
L03	Valley View/Woodglen Schools	Lebanon Twp. BOE	Krapf	\$215.00	\$38,915.00
L04	Valley View/Woodglen Schools	Lebanon Twp. BOE	Krapf	\$165.47	\$29,950.07
L05	Valley View/Woodglen Schools	Lebanon Twp. BOE	Krapf	\$232.00	\$41,992.00
L06	Valley View/Woodglen Schools	Lebanon Twp. BOE	Krapf	\$215.00	\$38,915.00
L07	Valley View/Woodglen Schools	Lebanon Twp. BOE	Krapf	\$240.00	\$43,440.00
L08	Valley View/Woodglen Schools	Lebanon Twp. BOE	GST	\$194.50	\$35,204.50
L09	Valley View/Woodglen Schools	Lebanon Twp. BOE	Krapf	\$165.47	\$29,950.07
L10	Valley View/Woodglen Schools	Lebanon Twp. BOE	Krapf	\$165.47	\$29,950.07
L11	Valley View/Woodglen Schools	Lebanon Twp. BOE	Krapf	\$230.00	\$41,630.00
L12	Valley View/Woodglen Schools	Lebanon Twp. BOE	Krapf	\$165.47	\$29,950.07

10 approve Joint Transportation agreement with Union Twp. Board of Education for the following Routes:

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Route #	School	Sending District	Contractor	Per Diem Cost	Per Annum Cost
U01	Union Twp. Ele/Middle	Union Twp. BOE	Krapf	\$228.00	\$41,496.00
U02	Union Twp. Ele/Middle	Union Twp. BOE	GST	\$197.00	\$35,854.00
U03	Union Twp. Ele/Middle	Union Twp. BOE	Krapf	\$233.00	\$42,406.00
U04	Union Twp. Ele/Middle	Union Twp. BOE	Krapf	\$228.00	\$41,496.00
U05	Union Twp. Ele/Middle	Union Twp. BOE	Krapf	\$244.50	\$44,499.00
U06	Union Twp. Ele/Middle	Union Twp. BOE	Krapf	\$228.00	\$41,496.00
U07	Union Twp. Ele/Middle	Union Twp. BOE	Krapf	\$230.00	\$41,860.00
U08	Union Twp. Ele/Middle	Union Twp. BOE	Krapf	\$233.00	\$42,406.00
U09	Union Twp. Ele/Middle	Union Twp. BOE	Krapf	\$178.11	\$32,416.02

11 approve Joint Transportation agreement with Lebanon Borough Board of Education for the following Routes:

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Route #	School	Sending District	Contractor	Per Diem Cost	Per Annum Cost
LB01	Clinton Public	Lebanon Boro	DVR	\$225.60	\$40,608.00

- 12 approve Non Public Transportation Routes with West Orange Board of Education, as listed:

September 1, 2022 - June 30, 2023					
Route#	Destination	Sending District	Contractor	Route Per Annum	
Golda Och	Golda Och	West Orange	HCESC	\$55,650.00	

- 13 approve Special Education Transportation Routes with Morris ESC, as listed:

September 1, 2022 to June 30, 2023					
Route#	Destination	Sending District	Contractor	Route Per Annum	
MKVT7	Morris Knolls Votec	Morristown	HCESC	\$71,472.60	

- 14 approve BID Special Education Transportation Routes, as listed:

August 24th, 2022 - June 30, 2023					
Route#	Destination	Sending District	Contractor	Route Per Diem	Aide Per Diem
2301	Bright Beginnings	Hunterdon Central	A&M Trans.	\$380.00	N/A
2302	Calais	Tewksbury	Cassidy Trans.	\$349.00	N/A
2304	Center School	Flem Raritan, HC, SH	DVR	\$260.90	N/A
2305	Craig School, Montville	Flem Raritan	Alyft Trans.	\$425.00	N/A
2306	Craig School, Mt. Lakes	Tewksbury	Cassidy Trans.	\$339.00	N/A
2307	East Mountain Day	Hunterdon Central	Able	\$306.75	N/A
2308	Franklin Twp. School	Hampton	DVR	\$172.56	\$62.00
2309	Allegro	North Hunterdon, Hampton	Cassidy Trans.	\$427.00	\$119.00
2310	Mercer Ele, Joseph Cappello	Clinton Public, Philipsburg	A&M Trans.	\$750.00	\$100.00
2311	Midland	Flem Raritan, HC	Good Sheperd	\$475.00	\$50.00
2312	Montgomery Academy	Hunterdon Central, Readington	Cassidy Trans.	\$369.00	N/A
2313	Montgomery Academy	Clinton Twp. Morris	Good Sheperd	\$422.00	\$50.00
2314	Newgrange School	Hunterdon Central	Good Sheperd	\$307.00	N/A
2315	North Hunterdon, Lions Pride	North Hunterdon	Cassidy Trans.	\$362.00	N/A
2316	Cambridge School	Hampton, Flem Raritan	Good Sheperd	\$355.00	N/A
2317	PCDI	Flem Raritan, Franklin, NH	Good Sheperd	\$551.00	\$60.00
2318	RVCC	North Hunterdon	DVR	\$185.46	N/A
2319	Rutgers Day	Clinton Boro, Flem Raritan	Good Sheperd	\$345.00	\$50.00
2321	Shepard School	North Hunterdon	Cassidy Trans.	\$369.00	N/A
2322	Somerset Academy	Flem Raritan	Good Sheperd	\$330.00	\$55.00
2324	Somerset Hills Learning	Readington	Good Sheperd	\$362.00	N/A
2325	Somerset Hills Learning	North Hunterdon	Cassidy Trans.	\$297.00	N/A
2326	Wood Glen, Valley View	Franklin, Hampton, Lebanon Twp	Cassidy Trans.	\$489.00	\$99.00
2329	Franklin Twp. E.S.	Franklin Twp.	DVR	\$230.89	N/A
2331	ARC of Essex	Tewksbury	Alyft Trans.	\$412.00	\$112.00
2332	Yale School	Hunterdon Central	Good Sheperd	\$485.00	N/A
2333	Rock Brook	Clinton Twp., North Hunterdon	Good Sheperd	\$400.00	\$55.00
2334	Celebrate the Children	North/Voorhees School District	Good Sheperd	\$466.00	\$60.00
2335	Cornerstone	North/Voorhees School District	Alyft Trans.	\$405.00	N/A
2336	ECLC	North/Voorhees School District	Good Shepard	\$425.00	\$50.00

- 15 approve Renewal Special Education Transportation Routes, as listed:

August 24th, 2022 - June 30, 2023					
Route#	Destination	Sending District	Contractor	Route Per Diem	Aide Per Diem
1500	Calais School	Hunterdon Central	DVR	\$370.75	N/A
1803	Celebrate/Limitless	Clinton Twp, NH, HC	DVR	\$477.91	N/A
1806	Voorhees	North Hunterdon	DVR	\$357.60	N/A
1820	Warren Glen, Stepping Stone	HC, Flem-Raritan, DVR	DVR	\$333.98	\$100.78
1822	East Amwell School	Franklin Twp. East Amwell	DVR	\$277.14	\$74.00
1907	Newmark HS	North Hunterdon	DVR	\$361.68	N/A
2015	Horizon School	Union Twp.	DVR	\$476.88	N/A
2106	Hunterdon Central	North Hunterdon	DVR	\$305.04	N/A
1710	CEA @ South Hunterdon	Orange	Joy Transport	\$310.08	\$66.24
1727	Midland School	HC, Flem-Rar.	Joy Transport	\$397.65	\$58.67
1901	Eden Institute	SH, Flem-Raritan	Joy Transport	\$352.84	\$64.15
1932	ARC Kohler	Lebanon Boro	Joy Transport	\$368.88	\$64.15
2013	Lakeview School	Readington Twp	Joy Transport	\$474.27	\$100.13
V202	Voorhees H.S.	NH/Voorhees	Joy Transport	\$353.08	\$63.24
0130R	Clinton Public	Clinton Boro, Glen Gardner	HCESC	\$257.00	\$89.50
0805R	DLC, Warren	North Hunterdon	HCESC	\$368.00	\$97.00
2021	Voorhees HS	North Hunterdon	HCESC	\$298.00	N/A

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1931	Voorhees HS	North Hunterdon	HCESC	\$298.00	\$89.50
2117	North Hunterdon	North Hunterdon	HCESC	\$257.28	N/A
ESC1	Union Twp School	Union Twp.	HCESC	\$257.00	N/A

- 16 provide Mahasin Brown training for Federal Entry-Level Class B CDL License, with Passenger, School Bus and Air Brake endorsement, at a fee of \$2,000.00, effective August 2, 2022
- 17 approve Interlocal Vehicle Sale Agreement with Jefferson Township Board of Education, for HCESC to sell their used vehicles, as needed, for an administrative fee of 10% of the sale price

K PERSONNEL

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

- 1 ratify appointment of Heidi Gara, as School Business Administrator, effective July 1, 2022 at an annual salary of \$135,000.00, approved by the HCESC Board of Directors May 7, 2022, as approved by Interim Executive County Superintendent, July 15, 2022
- 2 amend employment contract addendum for Heidi Gara, School Business Administrator, approved by the HCESC Board of Directors on May 7, 2022 at \$15,000.00 to \$12,500.00, effective July 1, 2022 through June 30, 2023, for shared services with East Amwell Township School District, as approved by the Interim Executive County Superintendent, July 15, 2022

3 Stipends

<u>Name</u>	<u>Reason</u>	<u>Department</u>	<u>Amount</u>	<u>Effective</u>
Ann Marie Gibson	Thrive Paperwork	THRIVE	\$500 / Month, as needed	7/1/2022
Claudio Argemi	System Admin responsibilities	Technology	\$5,000 / Annual	7/1/2022
Vanessa Dixon	Transportation Route	THRIVE	\$50 / Day (AM/PM Run) \$5 / Hr (Trips)	8/22/2022

4 Appointments

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Rate/Salary</u>	<u>Effective On or About</u>
Analia Lessenberry	Instructional Assistant	Adult Programs and Services	\$18,720.00 / Annual	July 1, 2022
Robert Nusbaum	Special Projects Manager	Transportation	\$20,000 / Annual	July 1, 2022
Kimberly Kopesky	Administrative Assistant - Payroll	HCESC Business Office	\$38,000.00 / Annual	July 12, 2022
Loretta Truppelli	Instructor	Adult Programs and Services	\$40.00 / Hour	August 1, 2022
Jo Ann Tange	Driver Trainer	Transportation Glen Gardner	\$20.00 / Hour	August 11, 2022
Ethleen Sawyerr	Instructor	Adult Programs and Services	\$40.00 / Hour	August 18, 2022
Lorna Fitzpatrick-Laurie	Instructor	Adult Programs and Services	\$40.00 / Hour	September 1, 2022
Brenda Havens	Instructor	Adult Programs and Services	\$40.00 / Hour	September 1, 2022
Leslie Bordfeld	Instructor	Adult Programs and Services	\$40.00 / Hour	September 1, 2022
Stephanie Voorhees	Interim SBA Services	HCESC Business Office	\$65.00 / Hour	September 1, 2022
Leslie Truelove	Substitute Nurse	School Services	\$42.00 / Hour	September 1, 2022
Carsyn Kubinak	Teacher Assistant	School Services	\$18.00 / Hour	September 1, 2022
Jaclyn Lee	Teacher Assistant	School Services	\$18.00 / Hour	September 1, 2022
Jennifer Zuluaga	Teacher Assistant	School Services	\$18.00 / Hour	September 1, 2022
Jacob Dlugose	Teacher Assistant	School Services	\$18.00 / Hour	September 1, 2022
Misty Ellis	Teacher Assistant	School Services	\$18.00 / Hour	September 1, 2022
Nicole Miller	Teacher Assistant	School Services	\$18.00 / Hour	September 1, 2022
Elizabeth Nugent	Teacher Assistant	School Services	\$18.00 / Hour	September 1, 2022
Michele Muscianesi	Teacher Assistant	School Services	\$18.00 / Hour	September 1, 2022
Lisa Fenton	Teacher Assistant	School Services	\$18.82 / Hour	September 1, 2022
Deeptha Rao	Teacher Assistant	School Services	\$18.00 / Hour	September 1, 2022
Kaitlyn Schoendorf	Teacher Assistant	School Services	\$18.00 / Hour	September 1, 2022
April Walker	Teacher Assistant	School Services	\$18.00 / Hour	September 1, 2022
Matthew Lynch	Teacher Assistant	School Services	\$18.00 / Hour	September 1, 2022
Amy Snyder	Teacher Assistant	School Services	\$18.00 / Hour	September 1, 2022
Sherry Scott	Teacher Assistant	School Services	\$18.00 / Hour	September 1, 2022
Christopher Caruso	Teacher Assistant	School Services	\$18.00 / Hour	September 1, 2022
Rebecca Armagast	Teacher Assistant	School Services	\$18.00 / Hour	September 1, 2022
Dawn Baker	Teacher Assistant	School Services	\$18.00 / Hour	September 1, 2022
Yailin Sima	Teacher Assistant	School Services	\$18.00 / Hour	September 1, 2022
Lana Templeton	Teacher Assistant	School Services	\$18.00 / Hour	September 1, 2022
Julie Egan	School Bus Monitor	Transportation	\$16.40 / Hour	September 6, 2022
Zoe Castro Abrica	Instructional Assistant	Adult Programs and Services	\$18,720.00 / Annual	September 12, 2022

5 Appointments Summer 2022

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Rate/Salary</u>	<u>Effective On or About</u>
Erica Bell	LDTC	School Services	\$63.55 / Hour	July 1, 2022
Christine Ritz	SLP	School Services	\$55.00 / Hour	July 1, 2022
Corinne Harris	SLP	School Services	\$68.92 / Hour	July 1, 2022
James Laskey	School Bus Driver	Glen Gardner	\$25.00 / Hour	July 1, 2022
Anthony Oddo	School Bus Driver	West Orange	\$26.27 / Hour	July 1, 2022
Bonny Walcott	School Bus Driver	West Orange	\$23.66 / Hour	July 1, 2022

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Martha Baptist	School Bus Driver	West Orange	\$28.75 / Hour	July 1, 2022
Juliana Rambaransingh	LPN/Personal Assistant	School Services	\$33.00 / Hour	July 11, 2022
Karen Wheatley	Teacher Assistant	School Services	\$26.10 / Hour	July 5, 2022
Atina Erwin	Teacher Assistant	School Services	\$20.44 / Hour	July 5, 2022
Michele Bergen	Teacher Assistant	School Services	\$18.00 / Hour	July 5, 2022
Alexandra Zolton	Teacher	School Services	\$54.88 / Hour	July 18, 2022

6 Change in Appointments

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Salary</u>	<u>Effective On or About</u>
Randall Smith	Substitute School Bus Driver	Transportation	\$25.00 / Hour	August 1, 2022
Luke Chemidlin	Technician Level II	Technology	\$55,000.00 / Annual	August 17, 2022
Gary Krause	Mechanic	Transportation	\$63,000.00 / Annual	September 1, 2022
Andrew Serrapica	Mechanic	Transportation	\$63,000.00 / Annual	September 1, 2022
Erin Wert	School Social Worker - Maternity Leave November to April	School Services	\$60.00 / Hour	November 1, 2022

7 Resignations / Retirements / Terminations

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Reason</u>	<u>Effective On or About</u>
Cheryl Jones	Instructor	Adult Programs and Services	Resignation	June 30, 2022
Barbara Wiskowski	Instructor	Adult Programs and Services	Resignation	June 30, 2022
Kaitlyn Mannon	Substitute Nurse	School Services	Resignation	June 30, 2022
Katelyn Schultz	Substitute Teacher	School Services	Termination	June 30, 2022
Tara Jakubowski	Teacher Assistant	School Services	Resignation	June 30, 2022
Alanna Miller	Teacher Assistant	School Services	Resignation	June 30, 2022
Bethany Panza	Teacher Assistant	School Services	Resignation	June 30, 2022
Allyson Mojica	Teacher Assistant	School Services	Resignation	June 30, 2022
Kevin Hargrove	School Bus Monitor	Transportation West Orange	Termination	July 13, 2022
Kathleen Moreland	Accounts Payable	HCESC Business Office	Retirement	July 29, 2022
Cynthia Krumenacker	School Bus Driver	Transportation Glen Gardner	Resignation	August 1, 2022
Sharon Snyder	Teacher Assistant	School Services	Resignation	August 15, 2022
Elizabeth Francis-Knapp	Teacher Assistant	School Services	Resignation	August 19, 2022
Analia Lessenberry	Instructional Assistant	Adult Programs and Services	Resignation	August 26, 2022
Judite Cataldi	Instructor	Adult Programs and Services	Resignation	August 30, 2022
Erica Bell	LDTC	School Services	Resignation	August 30, 2022
Angela Caccese	SLP	School Services	Resignation	August 30, 2022
Amy Murray	SLP	School Services	Resignation	August 30, 2022
Janine Boganski	Teacher	School Services	Resignation	August 30, 2022

9 Leave(s) of Absence(s):

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Reason</u>	<u>Effective On or About</u>
Employee #4119			FMLA	1, 2022 Up to 48 Days Paid
Employee #4017			FMLA	just 9, 2022 Up to 10 Days Paid

10 accept retirement of Nancy Szymanski, Transportation Director effective November 30, 2022

Discussion: Charles Miller acknowledged that Ms. Szymanski has done more for this Board and local districts than just about anyone. Her retirement is a great loss to all. On behalf of the Board, we thank Nancy Szymanski and wish her the best for what the future brings

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>
Level 2 Technician	Google IT Support Cert	July 28, 2022	\$294.00
Teacher	Wilson Training	August 23-25, 2022	\$315.22
Personal Coordinator	Affirmative Action Officer Certification	August 24-26, 2022	\$500.00
Superintendent	NJSBA Annual Conference	October 24-26, 2022	\$550.00 plus travel

M BENEFITS

1 offer eligible employees a Flexible Spending Account, at an annual cost of \$58.80, effective September 1, 2022 through August 31, 2023, through payroll deductions, as follows:

	<u># of Pays</u>	<u>Amount Per Pay</u>
10 month employee	20	\$2.94
12 month employee	24	\$2.45

MOTIONS PASSED WITH GREGORY HOBAUGH ABSTAINING FROM XI A1

XII UNFINISHED BUSINESS

NONE

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NONE

XIII NEW BUSINESS

XIV CITIZENS ADDRESS THE BOARD

Christina Greaves noted that there have been many new hires this summer but there are still some vacant positions

Fran Leddy shared that the THRIVE program has grown to 27 clients, with the availability of 2 additional part time openings; she is exploring potential funding opportunities for expansion. The Adult Basic Education program received an additional \$100,000 this year, enabling the development of a Chromebook loaner program for those enrolled in the Burlington Learner program.

XV ADJOURNMENT

Teresa Kane moved, seconded by Todd Bonsall to adjourn the meeting. Since there was no further action to be taken, the meeting adjourned at 5:01 pm.

Respectfully submitted by:

Heidi Gara

Heidi Gara

SBA/Board Secretary