

# WCSSSD *Warren County Special Services School District*

**BOARD OF EDUCATION  
AGENDA  
SEPTEMBER 28, 2021  
6:00 P.M.**

**A. CALL TO ORDER**

Mr. Delesky opened the meeting with the Call to Order at 6:04 p.m., and read the following statement:

In accordance with the provisions of the New Jersey Open Public Meeting Law, public notice of this meeting has been given by the Superintendent of Schools by posting written notice to the Daily Record and the Star Ledger and through filing written notice with the Administrator/Clerk of the Board of the County of Warren.

Flag Salute - Moment of Silence in honor of those serving in the military.

**B. ROLL CALL**

	<b>Present</b>	<b>Absent</b>		<b>Present</b>	<b>Absent</b>
Mr. Joseph Delesky	X		Ms. Sherry Koeppen	X	
Dr. Joseph Flynn	6:12		Ms. Kim Reitmeyer		X
Ms. Gail Gomez	X		Dr. Rosalie Lamonte	X	
Mr. Raub Hopek		X			

**Also Present:** Dr. Timothy Frederiks, Interim Superintendent and Mr. Jim Schlessinger, Business Administrator/Board Secretary

**C. APPROVAL OF BOARD MINUTES**

Dr. Lamonte made a motion, seconded by Ms. Gmez, to approve the following resolutions:

1. BE IT RESOLVED, to approve the minutes of the July 27, 2021 Board of Education regular meeting. (Attachment 1)

CARRIED: 4-0 in a roll call vote

**D. SUPERINTENDENT'S REPORT**

- New business possibilities
- Recognition of Kathi Howell

**E. COMMUNICATIONS AND ATTACHMENTS**

1. Minutes of the July 27, 2021 Regular Meeting
2. n/a – (no Executive Session in last meeting)

3. Check Register, July 28, 2021 – September 28, 2021
4. Treasurer’s Report, Secretary’s Report and Financials – July & August 2021
5. Budget Adjustments for July and August 2021
6. Accounts Receivable Aging Report as of September 23, 2021
7. Policy for first reading

**F. OLD BUSINESS**

**G. COMMITTEE REPORT/RECOMMENDATIONS**

Education Committee (Ms. Gomez, Dr. Flynn, Ms. Koeppen)

- Curriculum
- Personnel
- Policy

Operations Committee (Mr. Delesky, Mr. Hopek, Ms. Reitmeyer)

- Business/Finance
- Facilities
- Transportation

Ad Hoc Committee (Topics/Issues other than above as appointed by Board President)

- Negotiations - To Be Determined

Note: Board President to be contacted if committee member is unable to attend.

**H. FINANCE REPORT**

Ms. Gomez made a motion, seconded by Dr. Lamonte, to approve the following resolutions on the recommendation of the Superintendent and School Business Administrator:

1. Approval of Check Register(s)  
BE IT RESOLVED, that the Board of Education, upon the recommendation of the School Business Administrator approves the July 28, 2021 – September 28, 2021 bill list in the amount of \$804,338.83 (Attachment 3).
2. Approval of Financial Reports  
BE IT RESOLVED, that the Board of Education, upon the recommendation of the School Business Administrator approves the Board Secretary and Treasurer Reports for the month ending July and August 2021 (Attachment 4A and 4B).
3. Acceptance of Financial Reports Certification  
BE IT RESOLVED; that the Board of Education, upon the recommendation of the School Business Administrator accepts the certification of the Board Secretary, and certifies: in compliance with NJAC 6A:23A-16.10(c), that to the best of our knowledge as of July 31 and August 31, 2021, no major account or fund has been over-expended and that sufficient funds exist to meet the district’s financial obligations for the remainder of the 2021-2022 school year.

4. Budget Adjustments

BE IT RESOLVED, that the Board of Education, upon the recommendation by the School Business Administrator, approves the transfer of uncommitted funds within the 2021-2022 school year budget (Attachment 5A and 5B).

CARRIED: 5-0 in a roll call vote

I. STATISTICAL REPORT

No report.

J. PERSONNEL RECOMMENDATIONS

Ms. Koeppen made a motion, seconded by Ms. Gomez, to approve the following resolutions on the recommendation of the Superintendent and School Business Administrator:

1. RESOLVED, to approve Stella Lencina as a Bus Aide effective September 1, 2021.
2. RESOLVED, to approve Elizabeth Kaiser as a Bus Aide effective September 1, 2021.
3. RESOLVED, to approve Tiffany White as a Bus Driver effective September 1, 2021.
4. RESOLVED, to approve the following staff as Aftercare Paraprofessional's effective September 1, 2021, at the rate of \$50.00 per day (\$90.00 for extended aftercare days due to the schools' early dismissal):

Daily Staff:

1. Marquita Benvenuti
2. Erin Clark
3. Carolyn Tauriello
4. Darlene Wright
5. Joanne Mikalauskas
6. Christina Naili

Substitute Staff:

1. Ana Del Salto
2. Joelle Lucenti

5. RESOLVED, to increase the Bus Driver pay rate to \$22.00 per hour, retroactive to September 1, 2021.
6. RESOLVED, to approve Cynthia Howell as a Substitute Bus Aide effective October 1, 2021.
7. RESOLVED, to approve Thomas Webber as a Substitute Bus Aide effective October 1, 2021.

CARRIED: Items 1-3, 5-7 carried 5-0 in a roll call vote

Item 4 carried 4-0-1 in a roll call vote (Ms. Koeppen abstained)

**K. PROFESSIONAL DEVELOPMENT**

None.

**L. CLASSROOM FIELD TRIPS**

There are no classroom programs for the 2021-22 school year.

**M. MISCELLANEOUS RECOMMENDATIONS**

Ms. Gomez made a motion, seconded by Ms. Koeppen, to approve the following resolution(s) on the recommendation of the Superintendent and School Business Administrator:

1. Policy Update (Attachment 7)

BE IT RESOLVED, to approve the following bylaws and policies for first reading:

- 1648.11 The Road Forward COVID-19 – Health And Safety

CARRIED: 4-0-1 in a roll call vote (Dr. Lamonte abstained)

**N. TRANSPORTATION RECOMMENDATIONS**

Ms. Koeppen made a motion, seconded by Dr. Flynn, to approve the following resolutions on the recommendation of the Superintendent and School Business Administrator:

1. RESOLVED, to approve a transportation contract with FIRST STUDENT INC., ANDOVER Terminal for the 2021-2022 School Year as follows

Board of Education of:		WCSSSD		Multi-Contract or Route #:		NP 04		Bid Number:		2009 10 NP		Renewal Number:		12		Contract Period:		From SEPTEMBER 1, 2021 to JUNE 30, 2022		
Contractor Name:		FIRST STUDENT, INC.		Terminal Location:		ANDOVER		Contractor Code:		1638		Total Renewal Contract Amount:		\$ 33,283.80						
(A) Route Number	(B) Destination	(C) School Type 1 Public 2 NP 3 PSD 4 Charter	(D) Arrival Time	(E) Departure Time	(F) Per Diem Renewal Contract Amount	(G) # Days	(H) Annual Renewal Contract Amount	(I) Per Diem Aide Amount	(J) Cost Represents # of Aides	(K) # Aide Days	(L) Inc/Die Provision	(M) NJSA 18A:39-3 Extension	(N) Total Per Diem Renewal Amount per Route	(O) Total Renewal Contract Amount per Route (contract, aide and extension)						
NP04	POPE JOHN HS REV BROWN ST JOSEPHS	2	7:45 AM 8:10 AM 8:00 AM	2:32 PM 2:45 PM 2:30 PM	181.84	180			0	0	2.00	3.07	\$ 184.91	\$ 33,283.80						

2. RESOLVED, to approve a transportation contract addendum with GST TRANSPORT CORP., WASHINGTON Terminal for the 2021-2022 School Year as follows

The local board of education/CTSA may, with the approval of the County Superintendent, change a designated route/contract in accordance with the original bid. This addendum constitutes an increase/decrease of the contract specified herein.

<b>Board of Education:</b>	WCSSSD	<b>Multi-Contract Number:</b>	1146	<b>Route #:</b>	1146	<b>Bid #:</b>	2011 12 6	<b>Contract Period:</b>	From JULY 1, 2021 to JUNE 30, 2022
<b>Contractor Name:</b>	GST TRANSPORT CORP	<b>Terminal Location:</b>	WASHINGTON	<b>Contractor Code:</b>	0228	<b>Renewal #:</b>	10	<b>Per Diem Contract Cost:</b>	\$318.46
(A) Addendum #	(B) Effective Date of Change	(C) Adjusted Contract Cost (Prior Addenda)	(E) The amount of compensation shall be increased/decreased in accordance with the bid at a rate of:				(F) Per Diem Negotiated Aide Increase/Decrease	(G) Per Diem Increase/Decrease	(H) Final Adjusted Contract Amount
			\$0.00 Per Diem Per Pupil	\$0.00 Per Diem Per Vehicle	\$0.95 Per Diem Per Mile	\$0.00 Per Diem Per Aide			
1			# New Pupils	# New Vehicles	# New Miles	# New Aides		\$ 80.00	\$ 398.46
<b>Comments:</b> ADDITIONAL STUDENT									
This contract is cancelled effective _____ . The final annual adjusted cost is <u>\$83,676.60</u> .									

3. RESOLVED, to approve a transportation contract addendum with CASSIDY TRANSPORTATION INC., LONG VALLEY Terminal for the 2021-2022 School Year as follows

The local board of education/CTSA may, with the approval of the County Superintendent, change a designated route/contract in accordance with the original bid. This addendum constitutes an increase/decrease of the contract specified herein.

<b>Board of Education:</b>	WCSSSD	<b>Multi-Contract Number:</b>	CAS 2012 13 5	<b>Route #:</b>	1223	<b>Bid #:</b>	2012 13 5	<b>Contract Period:</b>	From JULY 1, 2021 to JUNE 30, 2022
<b>Contractor Name:</b>	CASSIDY TRANSPORTATION INC.	<b>Terminal Location:</b>	LONG VALLEY	<b>Contractor Code:</b>	1878	<b>Renewal #:</b>	9	<b>Per Diem Contract Cost:</b>	\$592.67
(A) Addendum #	(B) Effective Date of Change	(C) Adjusted Contract Cost (Prior Addenda)	(E) The amount of compensation shall be increased/decreased in accordance with the bid at a rate of:				(F) Per Diem Negotiated Aide Increase/Decrease	(G) Per Diem Increase/Decrease	(H) Final Adjusted Contract Amount
			\$0.00 Per Diem Per Pupil	\$172.00 Per Diem Per Vehicle	\$1.05 Per Diem Per Mile	\$0.00 Per Diem Per Aide			
1	7/1/2021	NA	# New Pupils	# New Vehicles	# New Miles	# New Aides		\$ 344.00	\$ 936.67
<b>Comments:</b> VEHICLES ADDED TO REDUCE THE STUDENTS ON EACH ROUTE, 344.00 X 210 BONDING 72,240.00									
This contract is cancelled effective _____ . The final annual adjusted cost is <u>\$196,700.70</u> .									

4. RESOLVED, to approve a transportation contract addendum with CASSIDY TRANSPORTATION INC., LONG VALLEY Terminal for the 2021-2022 School Year as follows

The local board of education/CTSA may, with the approval of the County Superintendent, change a designated route/contract in accordance with the original bid. This addendum constitutes an increase/decrease of the contract specified herein.

<b>Board of Education:</b>	WCSSSD	<b>Multi-Contract Number:</b>	CAS 2012 13 5	<b>Route #:</b>	1243	<b>Bid #:</b>	2012 13 5	<b>Contract Period:</b>	From JULY 1, 2021 to JUNE 30, 2022
<b>Contractor Name:</b>	CASSIDY TRANSPORTATION INC	<b>Terminal Location:</b>	LONG VALLEY	<b>Contractor Code:</b>	1878	<b>Renewal #:</b>	9	<b>Per Diem Contract Cost:</b>	\$185.92
(A) Addendum #	(B) Effective Date of Change	(C) Adjusted Contract Cost (Prior Addenda)	(E) The amount of compensation shall be increased/decreased in accordance with the bid at a rate of:				(F) Per Diem Negotiated Aide Increase/Decrease	(G) Per Diem Increase/Decrease	(H) Final Adjusted Contract Amount
			\$0.00 Per Diem Per Pupil	\$163.00 Per Diem Per Vehicle	\$0.00 Per Diem Per Mile	\$0.00 Per Diem Per Aide			
1			# New Pupils	# New Vehicles	# New Miles	# New Aides		\$ 163.00	\$ 348.92
<b>Comments:</b> ADDITIONAL VEHICLE ADDED 163.00 X 210 BONDING 34,230.00									
This contract is cancelled effective _____ . The final annual adjusted cost is <u>\$73,273.20</u> .									

5. RESOLVED, to approve a transportation contract with SNYDER BUS SERVICE, WASHINGTON Terminal for the 2021-2022 School Year as follows

Board of Education of:	WCSSSD	Multi-Contractor Route #:	SNY 201819 2	Bid Number:	201819 2	Renewal Number:	3	Contract Period:	From SEPTEMBER 1, 2021 to JUNE 30, 2022					
Contractor Name:	SNYDER BUS SERVICE INC.	Terminal Location:	WASHINGTON	Contractor Code:	1598	Total Renewal Contract Amount:	\$ 274,789.80							
(A) Route Number	(B) Destination	(C) School Type 1 Public 2 NP 3 PSD 4 Charter	(D) Arrival Time	(E) Departure Time	(F) Per Diem Renewal Contract Amount	(G) # Days	(H) Annual Renewal Contract Amount	(I) Per Diem Aide Amount	(J) Cost Represents # of Aides	(K) # Aide Days	(L) Inc/Dec Provision	(M) NJSA 18A:39-3 Extension	(N) Total Per Diem Renewal Amount per Route	(O) Total Renewal Contract Amount per Route (contract, aide and extension)
1801	WILLOW GLEN ACADEMY	2	09:00AM	03:00PM	245.34	180		50.00	1	180	0.99	5.00	\$ 301.34	\$ 54,241.20
1802	MJUC DLC WARREN CAMPUS	2	08:45AM	02:45PM	1,054.91	180		150.00	3	180	0.99	20.36	\$ 1,225.27	\$ 220,548.60
						0			0	0				

6. RESOLVED, to approve a transportation contract Addendum with A. MORRIS SCOTT JR INC., BELVIDERE Terminal for the 2021-2022 School Year as follows

The local board of education/CTSA may, with the approval of the County Superintendent, change a designated route/contract in accordance with the original bid. This addendum constitutes an increase/decrease of the contract specified herein.

Board of Education:	WCSSSD	Multi-Contract Number:	MOR-2009-10	Route #:	97	Bid #:	2009-10-02	Contract Period:	From SEPTEMBER 1, 2021 to JUNE 30, 2022
Contractor Name:	A MORRIS SCOTT JR INC	Terminal Location:	BELVIDERE	Contractor Code:	0238	Renewal #:	12	Per Diem Contract Cost:	\$353.33
(A) Addendum #	(B) Effective Date of Change	(C) Adjusted Contract Cost (Prior Addenda)	(E) The amount of compensation shall be increased/decreased in accordance with the bid at a rate of:				(F) Per Diem Negotiated Aide Increase/Decrease	(G) Per Diem Increase/Decrease	(H) Final Adjusted Contract Amount
			\$0.00 Per Pupils	\$0.00 Per Vehicle	\$2.50 Per Mile	\$0.00 Per Aide			
1	9/1/2021	NA	# New Pupils	# New Vehicles	# New Miles	# New Aides		\$ 11.68	\$ 365.01
<b>Comments:</b> STUDENT ADDED \$11.68 X 180 DAYS ADDITIONAL BONDING 2,102.40									

This contract is cancelled effective \_\_\_\_\_ . The final annual adjusted cost is \$65,701.80 .

IN WITNESS WHEREOF, the parties hereto have duly signed this contract addendum.

7. RESOLVED, to approve a transportation contract Addendum with A. MORRIS SCOTT JR INC., BELVIDERE Terminal for the 2021-2022 School Year as follows

The local board of education/CTSA may, with the approval of the County Superintendent, change a designated route/contract in accordance with the original bid. This addendum constitutes an increase/decrease of the contract specified herein.

Board of Education:	WCSSSD	Multi-Contract Number:	MOR-2007-08	Route #:	731	Bid #:	2007-08-01	Contract Period:	From SEPTEMBER 1, 2021 to JUNE 30, 2022
Contractor Name:	A MORRIS SCOTT JR INC	Terminal Location:	BELVIDERE	Contractor Code:	0238	Renewal #:	14	Per Diem Contract Cost:	\$188.57
(A) Addendum #	(B) Effective Date of Change	(C) Adjusted Contract Cost (Prior Addenda)	(E) The amount of compensation shall be increased/decreased in accordance with the bid at a rate of:				(F) Per Diem Negotiated Aide Increase/Decrease	(G) Per Diem Increase/Decrease	(H) Final Adjusted Contract Amount
			\$0.00 Per Pupils	\$0.00 Per Vehicle	\$1.79 Per Mile	\$0.00 Per Aide			
1	9/1/2021	NA	# New Pupils	# New Vehicles	# New Miles	# New Aides		\$ 118.14	\$ 306.71
<b>Comments:</b> ADDITIONAL STOP 118.14 X 180 DAYS \$21,265.20 Additional Bonding									

This contract is cancelled effective \_\_\_\_\_ . The final annual adjusted cost is \$55,207.80 .

8. RESOLVED, to approve a coordinated Transportation Agreement between the WCSSSD and the following school districts for the 2021-2022 school year:

- River Dell Regional School District (Bergen County)
- Montclair Public Schools (Essex County)

CARRIED: 4-0-1 in a roll call vote (Dr. Lamonte abstained)

**O. SUSPENSIONS**

No action.

**P. HARASSMENT, INTIMIDATION AND BULLYING**

No action.

**Q. NEW BUSINESS**

1. After discussion on the matter, Mr. Delesky made a motion, seconded by Dr. Flynn, to approve the following resolution:

BE IT RESOLVED, to approve a discount on aftercare tuition of 25% for up to two (2) eligible dependents of regular daily aftercare employees for so long as they are employed in such a capacity.

CARRIED: 5-0 in a roll call vote.

- Dr. Frederiks alerted the Board that there will be new policies coming through for approval in response to the COVID-19 Pandemic in future meetings.

**R. PUBLIC INPUT**

- None

**S. EXECUTIVE SESSION (if needed)**

None.

**T. ADJOURNMENT**

Dr. Lamonte made a motion, seconded by Ms. Koeppen, to adjourn the meeting at 6:49 pm.

CARRIED: 5-0 in a voice vote.

THE WARREN COUNTY SPECIAL SERVICES SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER. THE DISTRICT'S EMPLOYMENT PRACTICES DO NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, CREED, RELIGION, SEX, ANCESTRY, NATIONAL/ETHNIC ORIGIN, SOCIAL/ECONOMIC STATUS OR THE BASIS OF AN APPLICANT'S STATUS AS A HANDICAPPED PERSON, AS IS REQUIRED BY TITLE IX OF THE EDUCATIONAL AMENDMENTS OF 1972, N.J.A.C. 6.4-1.1 AND THE REHABILITATION ACT OF 1973. INQUIRIES REGARDING COMPLIANCE MAY BE DIRECTED TO THE SUPERINTENDENT OR AFFIRMATIVE ACTION OFFICER AT (908) 223-7275.