

**Finance/Facility Committee  
Transportation Committee  
MINUTES  
May 18, 2017  
1:30 p.m.**

**In attendance; Mr. Csatlos, Mr. Infantolino, Dr. Caponegro, Mr. Rittrivi, Ms. Heinold and Ms. Crimi**

**FINANCE**

**1. Professional Development/Travel:**

The Florham Park Board of Education is required pursuant to N.J.S.A. 18A:11-12 and 18A:12-24 to approve travel expenditures by district employees and board members that is educationally necessary and financially prudent.

The following list of workshops, seminars, conferences and other travel-related staff development has been reviewed by the Florham Park Board of Education and found to be (1) educationally necessary and fiscally prudent; (2) directly related and within the scope of the district employee or board member's' current responsibilities; (3) critical to the instructional needs of and furthers the efficient operation of the Florham Park School district; & (4) is in compliance with N.J.S.A. 18A:12-24.1.

Date	Full Name	Notes to Administrator	Admin. Approval Date
4/13/17	Christ, Peter	FEA Workshop Using PARCC Data To Improve Teaching & Learning in Math Monroe Township, NJ Est. Cost \$149+plus milage	4/3/17
4/20/17	Harris, Michaela	Laurie Burke's Lab School (TC RWW PD) Hudson River Middle School New York, NY Est. cost + 31 Miles=\$9.60 + Tolls =\$12.50 (Holland Tunnel)	3/23/17
6/7-9/2017	Csatlos, John	Annual NJ Assoc. of School Business Officials Conference Atlantic City, NJ Est. \$600.00	3/27/17

Motion;                      Second;                      FC      YC      NR      SS      AT      KH      LR

**2. Approve** the check register submitted by the Business Administrator/Board Secretary to pay bills and claims through April 30, 2017 in the amount(s) of \$2,146,051.59. *(On file in Administration Office)*

Motion;                      Second;                      FC      YC      NR      SS      AT      KH      LR

**3. Approve** the following District financial reports and submission to the Executive County Business Administrator. *(On file in Administration Office)*

Board Secretary's (A148) Report for the Month (s) of April 2017.                      Business Administrator / Board Secretary

Treasurer's (A149) Report for the Month(s) of April 2017.                      Business Administrator / Board Secretary

Motion;                      Second;                      FC      YC      NR      SS      AT      KH      LR

**4. Approve** the Report of Transfers submitted by the Business Administrator/Board Secretary for April 2017 in the amount(s) of \$136,384.00. *(On file in Administration Office)*

Motion;                      Second;                      FC      YC      NR      SS      AT      KH      LR







**Resolution #7**

**Designation of Bond Counsel**

**BE IT RESOLVED**, that the Florham Park Board of Education designates in compliance with N.J.S.A.18A-18A-5, Wilentz, Goldman & Spitzer as Bond Counsel, 90 Woodbridge Center Drive, Woodbridge, N.J., \$150 for attorneys and \$70 for paralegals in accordance with N.J.S.A. 18A: 23-1, for the 2017-2018 School Year.

Motion;            Second;                            FC    YC    NR    SS    AT    KH    LR

**Resolution #8**

**Designation of Architect of Record**

**BE IT RESOLVED**, that the Florham Park Board of Education designates in compliance with N.J.S.A.18A-18A-5, LAN Associates as Architects of Record, 445 Godwin Avenue, Midland Park, N.J., in accordance with N.J.S.A. 18A: 23-1, for the 2017-2018 School Year at a rate of \$250/hr for Principals, \$150/hr for Senior Professionals and \$98/hr for Registered Professionals.

Motion;            Second;                            FC    YC    NR    SS    AT    KH    LR

**Resolution #9**

**Accounts/Designation of Authorized Signatories**

**BE IT RESOLVED**, that the Business Administrator/Board Secretary authorizes the following accounts with the required signatures of the Officers of the Board acting as depositors to be listed; and  
**BE IT FURTHER RESOLVED**, that the Business Administrator/Board Secretary is hereby authorized to issue and execute the required forms to maintain said accounts.

Account

Signatories

Treasurer's Account  
#41454820

Board President  
Business Administrator  
Treasurer of School Monies

Payroll Account  
#41454994

Treasurer of School Monies

Payroll Agency Account  
#41454936

Treasurer of School Monies  
Business Administrator  
Board President

Ridgedale Student Activity Account  
#30467454

Principal/Ridgedale Middle School  
Business Administrator or  
Superintendent

Ridgedale Middle School Petty Cash  
#41454901

Principal/Ridgedale Middle School  
Business Administrator or  
Superintendent

Briarwood Student Activity Account  
#30467489

Principal/Briarwood School  
Business Administrator or  
Superintendent

Briarwood School Petty Cash  
#41454898

Principal/Briarwood School  
Business Administrator or  
Superintendent

Brooklake Student Activity Account

Principal Brooklake School

#30467489	Business Administrator or Superintendent
Brooklake School Petty Cash #41454871	Principal/Brooklake School Business Administrator or Superintendent
Unemployment Trust Account #41454928	Board President Business Administrator Treasurer of School Monies
Business Office Petty Cash #41454987	Business Administrator Superintendent
Child Study Team Petty Cash #41454979	Supervisor of Special Education Business Administrator or Superintendent
FSA Trust Account #41132483	Business Administrator Superintendent Board President

Motion;            Second;                            FC    YC    NR    SS    AT    KH    LR

**Resolution #10**

**Petty Cash Funds**

**BE IT RESOLVED**, that the Florham Park Board of Education establishes the following Petty Cash Accounts, rules for replenishment and regulations in accordance with N.J.A.C. 6:20-2.10 for the 2017-2018 Fiscal Year.

<u>Account</u>	<u>Amount Established</u>	<u>Maximum Expenditure</u>
Briarwood Elementary	\$500.00	\$99.00
Brooklake Elementary	\$500.00	\$99.00
Ridgedale Middle School	\$500.00	\$99.00
Office of Special Services	\$500.00	\$99.00
Business Office	\$1,000.00	\$149.00

Motion;            Second;                            FC    YC    NR    SS    AT    KH    LR

**Resolution #11**

**President's Facsimile Signature**

**BE IT RESOLVED**, that the Florham Park Board of Education authorizes the use of the President's and Treasurer's Facsimile Signature on warrants, with the exception of Social Security Payments, for the 2017-2018 School Year, as well as approve the following required documents:

- Policies and Procedures Handbook
- Administrative Rules and Regulations
- Mandated and Permitted Pupil Records N.J.A.C. 6:3-6.3
- Special Education By-Laws/Policies
- Student Code of Conduct - K-2, 3-5, 6-8
- Program Evaluation
- Five-Year Curriculum Plan Revision Cycle
- Bloodborne Pathogens Plan
- Law Enforcement and Educators Agreement
- Three-Year Asbestos Re-inspection Plan (AHERA)
- Three-Year Maintenance Plan (M1 & M2 Forms)
- Chemical Hygiene Plan
- Health and Safety Program Manual
- District Emergency Plans
- Authorized List of Textbooks N.J.A.C. 6:8-3.5

Technology Plan  
New Teacher Induction/Mentor Plan  
Standard Operating Procedures

Motion; Second; FC YC NR SS AT KH LR

**Resolution #12**

**Establish Use of Facility Rates**

**BE IT RESOLVED**, that the Florham Park Board of Education establish the following Facility Use rates for the 2017-2018 Fiscal Year.

Monday – Saturday \$54.00/hour  
Sunday \$72.00/hour

Motion; Second; FC YC NR SS AT KH LR

**Resolution #13**

**Internal Controls**

**BE IT RESOLVED**, that the Florham Park Board of Education approves the Business Office Internal Controls document for the 2017-2018 School Year.

Motion; Second; FC YC NR SS AT KH LR

**Resolution #14**

**Curriculum Guides**

**BE IT RESOLVED**, that the Florham Park Board of Education approves the 2017-2018 Long Range Curriculum program for the Florham Park Public Schools.

Motion; Second; FC YC NR SS AT KH LR

**Resolution #15**

**District Evaluation Model**

**BE IT RESOLVED**, that the Florham Park Board of Education approves the district evaluation model Danielson for teachers and Stronge for Administrators for the 2017-2018 School Year.

Motion; Second; FC YC NR SS AT KH LR

**Resolution #16**

**Related Services Providers**

**BE IT RESOLVED**, that the Florham Park Board of Education approves contracting with the following Related Service(s), Professional Development Service(s) and Educational Evaluation Service(s) providers for the Periods of the ESY 2016 and 2017-2018 School Year:

Essex Regional ESC (Nursing, Ch. 192/193, IDEA and CST)  
State of NJ / Commission for the Blind  
Morris Union Jointure Commission  
ESC of Morris County (Nursing, Environmental Health)  
Jammin' Jenn Music Therapy  
Brian Fennelly, MD  
Monica Palestis, J.D.  
Dr. Mark Faber  
Walter Molofsky MD  
Cerebral Palsy of North Jersey  
Pediatric Therapy & Yoga Of Morris, LLC  
WhiteHall Associates  
Summit Oaks Hospital  
Maxim Healthcare Services

Union County ESC  
Hunterdon County ESC  
Children Specialized Hospital  
Morristown Memorial Hospital  
Dale Jacobs MD  
J. Moreno MD  
Psychological and Educational Consulting, LLC  
Dr. Vanna Amorapanth  
Marilyn Kubecheck, MD  
PG Chambers  
Jumpstart Therapeutics  
The Wright Choice  
University Medical Center at Princeton  
Douglass Developmental Disabilities Center

Emerald Health Care Services

Summit Speech

AJL Physical and Occupational Therapy

Liberty Healthcare Services

Delta-T Group

Motion; Second;

FC

YC

NR

David J. Gallina, M.D., P.A.

Bayada Home Health Care, Inc.

St. Clare's Hospital Behavioral Health

Lori Adams, CI CT

SS AT KH LR

**Resolution #17**

**Maintenance Contracts**

**BE IT RESOLVED**, that the Florham Park Board approves the following Routine and Required Maintenance Contracts with applicable rates for the 2017-2018 School Year:

HVAC Maintenance

Air Group (\$225/1st hr., \$170/hr +40%markup)

PO Box 216

Florham Park, NJ

HVAC Maintenance

DA-LOR Service Co., Inc. (\$93.00/hr +20%markup)

PO Box 2067

Morristown, NJ 07962

Elevator Maintenance

Jersey Elevator \$3,984.00/yr.

75 Manchester Avenue

Keyport, NJ

Generator Maintenance

R&J Control \$3,540.00/yr.

59 Harding Avenue

Dover, NJ

Indoor/Outdoor IPM Services

Stank Environmental, LLC \$5,508.00/yr.

32 Lorenzo Court

Matawan, NJ

Security Monitoring Services

Knox Security Services \$1,575.00/yr.

5 Laurel Drive

Flanders, NJ

HVAC Controls Maintenance

AutomatedLogic \$7,878.00/yr.

100 Delawanna Ave. Suite 400

Clifton, NJ

Fire/Sprinkler/Extinguisher Maintenance

Protective Measures Security and Fire \$5,350.00/yr.

305 Palmer Road

Denville, NJ

Environmental Testing

AERO Environmental

275 Rt. 10

Succasunna, NJ 07876

Phone System Maintenance

Ayta Business Communications \$9,000.00/yr.

604 Tabor Road

Morris Plains, NJ 07950

Motion; Second;

FC

YC

NR

SS

AT

KH

LR

**Resolution #18**

**List of Substitutes**

**BE IT RESOLVED**, that the Florham Park Board of Education approves the following substitutes for the 2017-2018 School Year:

Teachers/Staff Assistants	Teachers/Staff Assistants	Nurses	Custodians	Bus Drivers
Ahearn, Carmela	Gross, Tracy	Bierly, Suzanne	Berkenkamp, Peter	Alessio, Karen
Alfaro, Rita	John, Stephanie	Cox, Jessica	Califri, Rocco	Haynes, Steve
Allocca, Saverio	Manno, Donna	Glen, Patricia	Duffy, Robert	Lynch, Richard
Arroyo, Lisa	Mc Intyre, Mary		Freeman, Thomas	Tierney, Tom
Bowden, Patricia	Nelson, Donna		Gallagher, Thomas	
Chang, Anna	Pereira, Odete		Giorgio, Matthew	

Ciasullo, Claudia	Pizzano, Judith		LaValle, Joseph	
Cocco, Elizabeth	Reimers, Mari			
Contreras, Sergio	Treiber, Sharon			
Dolce, Amy	Wecht, Patricia			
Dwyer, Shiela	Winters, John			
Frasso, Gina	Zaug, Leanne			
Gregory, Mary	Zaug, Lynne			

Motion; Second; FC YC NR SS AT KH LR

**Resolution #19** **District Long Range Facility Plan**

**BE IT RESOLVED**, that the Florham Park Board of Education approves the current Long Range Facility Plan (FY06 – FY10) on file, and review for the 2017-2018 School Year, pending anticipated program revisions by the State of New Jersey Department of Education N.J.S.A. 18A:7G-4.

Motion; Second; FC YC NR SS AT KH LR

**Resolution #20** **Participation in Organizations**

**BE IT RESOLVED**, that the Florham Park Board of Education approves participation for the 2017-2018 School Year with the following organizations:

- Adult School of The Chathams/Madison/Florham Park
- Madison YMCA/Project Community Pride
- Morris County Media Services Center
- Morris Museum

Motion; Second; FC YC NR SS AT KH LR

**Resolution #21** **Joint Transportation Services**

**BE IT RESOLVED**, that the Florham Park Board of Education approves renewing joint transportation contracts with the following service providers for the school year(s) ESY17 and SY18 N.J.A.C. 27A-9.16.

- Essex County Educational Services Commission
- Educational Services Commission of Morris County
- Morris Union Jointure Commission
- Hanover Park Regional School District
- Madison Public School District

Motion; Second; FC YC NR SS AT KH LR





**Resolution #33**

**Establish Tuition Rates**

**BE IT RESOLVED**, the Florham Park Board of Education approve the following tuition rates as calculated by the State of NJ Department of Education, contained in the April 24, 2017 adopted budget for the 2017-2018 School Year .

Pre K/K	\$16,272
Grades 1 – 5	\$15,552
Grades 6 – 8	\$16,571
Pre K (Special Education)	\$19,843
LLD	\$45,706

Motion;            Second;                            FC    YC    NR    SS    AT    KH    LR

**Resolution #34**

**Establish Subscription Busing Rates**

**BE IT RESOLVED**, the Florham Park Board of Education approve the following subscription busing rates for the 2017-2018 School Year.

Child 1	\$425/year
Child 2	\$425/year
Child 3+	\$1,000/family

Motion;            Second;                            FC    YC    NR    SS    AT    KH    LR

**Resolution #35**

**Establish Milk Program Rates**

**BE IT RESOLVED**, the Florham Park Board of Education approve the following school milk program rates \$46.00/child/year for the 2017-2018 School Year.

Motion;            Second;                            FC    YC    NR    SS    AT    KH    LR

**Resolution #36**

**Purchasing Participation and Membership**

**BE IT RESOLVED**, the Florham Park Board of Education approve participation in and/or renewing membership in the following purchasing cooperatives, alliances and agencies for the 2017-2018 School Year to maximize efficiencies of bidding and procurement of services and supplies in compliance with Accountability Regulations.

- Essex County Regional Educational Services Commission
- The Educational Services Commission of NJ
- Morris County Educational Services Commission – Educational Data Inc.
- Hunterdon County Educational Services Commission
- State of New Jersey Department of Treasury – NJ State Contract Program
- Alliance for Competitive Energy Services(ACES)
- Alliance for Competitive Telecommunications(ACT)
- Morris Union Jointure Commission(MUJC)

Motion; Second; FC YC NR SS AT KH LR

**Resolution #37**

**Section 125 Cafeteria Plan and FSA Plan**

**BE IT RESOLVED**, the Florham Park Board of Education approve renewal of a Section 125 Cafeteria Plan and FSA and that for 2017-2018 Fiscal Year the proper officers of the District are hereby authorized and directed to execute and deliver to the Administrator of the Plan, one or more counterparts of the Plan including Premium Conversion and Flexible Spending – Medical and Dependent Care. 39; and

**FURTHERMORE, BE IT RESOLVED**, that the FSA portion of the cafeteria plan will have a plan year beginning September 1, 2017– August 31, 2018. Resolve that the District will allow eligible employees to make an annual election of up to the IRS limitation of contributions of \$2,550 for allowable medical expenses and \$5,000 for allowable dependent care expenses.

**FURTHERMORE, BE IT RESOLVED**, that TASC, will provide Third Party Administrative services regarding the Flexible Spending Account Plan.

Motion; Second; FC YC NR SS AT KH LR

**Resolution #38**

**2017/2018 Tax Certification and Payment Schedules**

**BE IT RESOLVED**, that the Florham Park Board of Education approves the following Annual Certification of Taxes for the 2017-2018 Fiscal Year with payment schedule N.J.S.A. 18A:13-23:

**ANNUAL CERTIFICATION OF TAXES JULY 1, 2017 TO JUNE 30, 2018**

<u>Month</u>	<u>General Fund Tax Levy</u>	<u>Debt Service Tax Levy</u>	<u>Total Tax Levy</u>
JULY	\$ 491,485.92	\$ 1,043,456.00	\$ 1,534,941.92
AUGUST	\$ 1,534,941.92		\$ 1,534,941.92
SEPTEMBER	\$ 1,534,941.92		\$ 1,534,941.92
OCTOBER	\$ 1,534,941.92		\$ 1,534,941.92
NOVEMBER	\$ 1,534,941.92		\$ 1,534,941.92
DECEMBER	\$ 1,534,941.92		\$ 1,534,941.92
JANUARY	\$ 1,534,941.92		\$ 1,534,941.92
FEBRUARY	\$ 1,534,941.92		\$ 1,534,941.92
MARCH	\$ 1,534,941.92		\$ 1,534,941.92
APRIL	\$ 1,534,941.92		\$ 1,534,941.92
MAY	\$ 1,534,941.92		\$ 1,534,941.92
JUNE	\$ 1,534,941.88		\$ 1,534,941.88
Total:	\$17,375,847.00	\$1,043,456.00	\$18,419,303.00

Motion; Second; FC YC NR SS AT KH LR

**Resolution #39**

**E-Rate Consultant Services**

**BE IT RESOLVED**, that the Florham Park Board of Education approves renewing the Consulting Service Agreement with the Educational Consortium For Telecommunications Savings for USAC ERate Administration for the period FY18 at a rate of 15% Category One savings and 7.5% Category 2 savings .

Motion;            Second;                            FC    YC    NR    SS    AT    KH    LR

**Resolution #40**

**Fixed Assets Consultant Services**

**BE IT RESOLVED**, that the Florham Park Board of Education approves renewing the Consulting Service Agreement with AM Consultants, Inc. for the management and reporting of Fixed Assets for the period ending June 30, 2017 at a cost of \$875.00.

Motion;            Second;                            FC    YC    NR    SS    AT    KH    LR

**Resolution #41**

**Memorandum of Agreement**

**BE IT RESOLVED**, that the Florham Park Board of Education approves the Annual Review and Revisions of Agreement (Article 16) between Education and Law enforcement officials.

Motion;            Second;                            FC    YC    NR    SS    AT    KH    LR

**Resolution #42**

**Policy Services**

**BE IT RESOLVED**, that the Florham Park Board of Education approves renewing the Service Agreement with Strauss Esmay for the 2017-2018 School Year.

Motion;            Second;                            FC    YC    NR    SS    AT    KH    LR

**Resolution #43**

**District Software Maintenance Services**

**BE IT RESOLVED**, that the Florham Park Board of Education approves renewing, in compliance with N.J.S.A.18A-18A-5(19) the following Maintenance Service Agreement(s) for proprietary software for the 2017/18 fiscal year;

Frontline Technologies (Applitrack, AESOP, IEP Direct and OASYS)	\$30,xxx.xx
Systems 3000 (Accounting, Payroll, Payroll Portal and Human Resources)	\$21,133.00
PowerSchool Group, LLC	\$14,553.60
SchoolDude	\$ 3,208.79

Motion;            Second;                            FC    YC    NR    SS    AT    KH    LR

**Resolution #44**

**Bus Routes**

**BE IT RESOLVED**, that the Florham Park Board of Education approve the use of district vehicles, bus drivers, and bus aides during the ESY17 period and summer for the purpose of routes for Special Education students, Borough Summer Camps and other fee based applications.

Motion;            Second;                            FC    YC    NR    SS    AT    KH    LR

**Resolution #45**

**Bargaining Units**

**BE IT RESOLVED**, that the Florham Park Board of Education recognize the following bargaining units and contractual agreements:

Florham Park Education Association (to expire June 30, 2018)  
 Florham Park Administrator Association (to expire June 30, 2019)

Motion;            Second;                            FC    YC    NR    SS    AT    KH    LR

**Resolution #46**

**Approved Vendors/Bids**

**BE IT RESOLVED**, that the Florham Park Board of Education approve purchasing goods and services in accordance with N.J.S.A. 18A:18A-11, from any/all vendors awarded contracts through public bidding as a member of the following Cooperative Purchasing Systems;

**Cooperative Purchasing System**

The ESC of NJ(formerly Middlesex Regional ESC)  
 Morris County ESC(Educational Data Services Inc.)

Hunterdon County ESC

**Vendor List/Bids**

(On file in Administration Office)  
 (On file in Administration Office)  
 (On file in Administration Office)  
 (On file in Administration Office)

Motion;            Second;                            FC    YC    NR    SS    AT    KH    LR

**Discussion:** Mr. Csatos explained the purpose of the organization meeting. Mrs. Heinold asked for clarification on any rate increases for FY18. Mr. Csatos stated the facility use rate has been raised to coincide with increase in FPEA contract highest person on staff in custodial maintenance area. The subscription busing rates are the same as FY17. The substitute rates of pay are the same as FY17. The annual rate for milk is unchanged from FY18. Ms. Heinold noted certain current substitutes appear left of list, have they not applied? Mr. Csatos will check with personnel list. List of professionals will be updated upon receipt of RFP for school physician and RFQ for sanitation. Mr. Rittrivi and committee commented on being satisfied with lowest rates or near lowest rate on all professionals as surveyed in the county. Mr. Csatos reviewed the cooperative purchasing process and gave a brief overview of current bid awards contained in resolution #46. Ms. Crimi asked for clarification of resolution#42. Mr. Csatos stated the firm creates, updates and maintains district policies. Mr. Csatos explained the document referenced in resolution #41.

**FACILITIES**

**1. Approve the following facility requests:**

2016-2017 Facility Use-March Agenda			
74	Morris Magic Basketball Camp	RMS Gym	July-August 2017
75	Hoop Heaven Basketball	RMS Gym	May 2017
76	Work Family Connection-2nd Gr. Ceremony	BWD AP	June 2017
77	Work Family Connection-Author's Night	BWD RM 10 & Art Room	May 2017
78	Jerry Gibson Youth Theater	RMS (Various Rooms)	June-July 2017
79	Morris Magic Basketball Camp	RMS Gym	June-July 2017

**Other Facility Items:**

The committee had no comment on the resolution. Mr. Csatos stated that he met with representatives of the Work Family Connection on May 17, 2017. The waiting list families have all been personally called and the numbers are verified. Mr. Csatos will work with Mr. Infantolino, Dr. Caponegro and Mrs. Glaab to accommodate the needs. Mr. Csatos to discuss direct agreement with Work Family Connection with the PTA. Mr. Infantolino communicated recent property issue at Brooklake regarding fencing. Borough documents were obtained and homeowner will be allowed to replace fence. Mr. Infantolino explained status of lead water testing in the district and upcoming deadline for full compliance. Mr. Infantolino reported that RMS Dust Collector was installed, tested and approved for use on Saturday May 6, 2017. Ms. Crimi questioned conditions of BLK and BWD parking lots as well as RMS "serpentine" sidewalk. Mr. Infantolino provided history of estimates received for total replacement and not being able to budget based on priorities.

Two current priorities exist as BWD main office HVAC unit must be replaced as well as one of two hot water heaters. To be on agenda as well. Receiving quotes currently due 5/19.

**TRANSPORTATION**

**1. Approve the following field trips:**

School	Staff Member	Date	Trip Location	Class/Group
All	Csatlos, John	5/17/17	Project Community Pride 5k/1k Family Fun Run Giralda Farms, Madison NJ 07940	All
BWD	Cogan, Kathleen	5/2/17 & 5/5/17	Florham Park Public Library Florham Park, NJ	2nd Grade
RMS	Ford, Karen	5/9/17	Brooklake Elementary School Florham Park, NJ	7th & 8th
BKL	Hawk, Katie	5/15, 5/16, 5/17	Ridgedale Middle School Florham Park, NJ	Drama Club
BKL	Hawk, Katie	5/16/17	Ridgedale Middle School Florham Park, NJ	Drama Club
RMS	Francis, Jayme	5/17/17	Clean Ocean Student Summit Sandy Hook Unit Highlands, NJ	6th-8th Grade
RMS	Ford, Karen	5/17/17	Brooklake Elementary School Florham Park, NJ	6th & 7th Grade
BKL	Hawk/Marchaterre/Munzer	6/5/17	Developmental Learning Center Warren, NJ	3rd, 4th, 5th RRM
RMS	Cochario, Brenda	6/6/17 & 6/7/17	CCM Longo Planetarium Randolph, NJ	6th Grade

Motion;            Second;                            FC    YC    NR    SS    AT    KH    LR

**2. Approve the Reports of School Bus Emergency Drills, N.J.A.C. 6A:27-11.2. (On file in administration offices)**

Motion;            Second;                            FC    YC    NR    SS    AT    KH    LR

**Discussion -**

Mr. Csatlos explained resolution #2. There were no comments on resolutions. Mr. Csatlos stated as a point of year end review that both NJMVC Inspections were complete. The last being on 4/24 and all vehicles passed. A credit and thanks to Mr. Bluett and his staff at the Hanover Park Regional High School District. Mr. Csatlos made the committee aware of recent offerings of used vehicles for sale, which Mr. Ritrivi highlighted a few months ago regarding maintenance. The opportunity, unfortunately passed yesterday with a live auction prior to discussion. ESY17 Routes and SY18 Routes are being constructed as needs finalized. As requested by the PTA, notification that the FY18 Busing Request Form was available was made via "e-blast" and other outlets. The misconduct log was reviewed. Dr. Caponegro reviewed one suspension of privileges at length due to communication received by the board. All committee members appreciated Dr. Caponegro's attendance today and review.