

SUSSEX COUNTY EDUCATIONAL SERVICES COMMISSION

JUNE Minutes

June 30, 2014

REGULAR MEETING 4:30 P.M.

I. CALL TO ORDER BY MR. MOSCATELLO, PRESIDENT

II. ANNOUNCEMENT OF NOTICE

The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice and to attend meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this act, the Sussex County Educational Services Commission has caused advance notice of this meeting by having the date, time and place published in the NJ Herald and Star Ledger. Information was also sent via the Sussex County DOE office to all School Districts in Sussex County. A meeting notice was posted on the door at the Northern Hills Academy.

III. FLAG SALUTE

IV. ROLL CALL

ANDOVER	MIKE MOREL
BYRAM	MARY ANN RISLEY
FRANKLIN	JEANINE PASZKIEL
FREDON	DAN HAUG
HAMBURG	CHARLOTTE AMBROSE
HAMPTON	JOYCE ANDERSON
HOPCATONG	MARGARET BONGIORNO
HIGH POINT	PAM FLYNN
KITTATINNY	DAVE GANUNG
LAFAYETTE	LISA CARLSON
NEWTON	JOANIE FAYE
OGDENSBURG	NINA SUTERA
SPARTA	BRENDA BEEBE
STANHOPE	GIL MOSCATELLO
SUSSEX-WANTAGE	TOM CARD

ALSO PRESENT: Andrea Romano, Superintendent
Erin Dunstan, Business Administrator / Board Secretary
Robin McMahon, Esq.
Jennifer Kaufman, Principal
Linda Behrens, Teacher

V 1. APPROVAL OF THE MINUTES

RESOLVED, that the Sussex County Educational Services Commission approve the following minutes:

June 2, 2014 Reorganizational / Regular Meeting
June 2, 2014 Executive Minutes

MOVE: Ms. Carlson		2ND: Ms. Anderson	
Andover Aye	Byram	Franklin	Fredon
Hamburg	Hampton Aye	High Point	Hopatcong
Kittatinny Aye	Lafayette Aye	Newton Aye	Ogdensburg Aye
Stanhope Aye	Sparta Aye	Sussex-Wantage	

VI. 2. PRESIDENT’S COMMENTS:

VII. 3. CORRESPONDENCE

1. The Center for Prevention & Counseling Turns 40 Years Old

VIII. COMMITTEE REPORTS

- Personnel- none
- Finance- none
- Buildings and Grounds- see attached
- Programs and Services- none
- Curriculum- none
- Policy-

IV. SUPERINTENDENT’S REPORT

Northern Hills Academy-

Representatives from the student’s families were on hand to watch as three students in full caps and gowns participated in their pre-school graduation. Principal Jennifer Kaufman wrote a speech and Teacher Chris Rudinsky created a slide show presentation to celebrate the achievements of the students. It was an absolutely wonderful ceremony and the families all were invited to enjoy a celebratory cake at NHA.

End of the year activities in classrooms included scavenger hunts, parties and the completion of science experiments. Right up to the last minute students were experimenting in Ms. Rebecca’s room with developing a hypothesis and creating an experiment to keep their eggs from breaking. Students designed a packaging system to protect their egg from breaking while being dropped from a predetermined height. The student experiments were fun to watch.

Field trips to the local fire station reminded our students about safety issues in the home. While not traveling anywhere but here on Gail Ct., NHA had their own safety issues to contend with- a bear visited us on several occasions and students had to remain on lockdown within the building. Staff and Administration were discussing creating a bear management plan.

The last few days of school, staff attended trainings on Roles and Responsibilities of Teacher Assistants and Behavior Specialist Dana Nucera turn-key trained the Crisis Prevention Institute Model of Verbal De-Escalation and Physical Restraint to about 15 staff. It was 8-hour training and staff earned certificates. All staff will be trained in the fall but the summer staff was trained for ESY. A meeting was held with Superintendent to review strategies for successful programming for fall 2014 and for staff to offer suggestions on improving programming. Staff came up with fabulous ideas to help generate strong programs that provide dynamic and creative activities for students.

Interviews were held with candidates for ESY to firm up the hiring of staff needed for summer programs. Professional development hours were calculated and teacher evaluations were completed and finalized. Students helped to clean up classrooms, organize for summer session and said their goodbyes to classmates who would no longer be returning.

The website has been updated. Both Principal and Superintendent attended School Law trainings. The Superintendent attended the final roundtable of the school year and was nominated to chair the Professional Development Committee at the roundtable.

Construction has kept the BA, Superintendent and Principal busy with change orders, ordering furniture, walk-thru's and technology. The playground area has been an active topic with students, parents and staff.

Completion of NJ state reports were completed and updated by the Superintendent's Office and the support staff. All billing was completed for student tuition and programming expenses were updated accordingly.

Non-Public- Services have come to a completion for non-public students. We serviced over 300 students this school year. The end of year activities with finalizing billing and end of year reports have kept the business office busy. Generating billing and the supporting documentation has been a lengthy process but now all Business Office staff has been trained on how to complete this process.

Superintendent has met with Non-Public schools and Public School CST Directors and Business Administrators to finalize the grants for this year and to write the grants for next year. These meetings discuss the roles and responsibilities of the SCESC, the Non Public School and the Public School. All 226 Nursing Consultation Forms have been signed by districts and non-public schools. Those meetings were coordinated by SCESC. Staff met with Superintendent to review end of year paperwork, professional development activities, lesson planning and ordering for the fall.

Public School Services Requests are coming in for related services for ESY at many public schools. Nursing has been the area that we have not been successful at finding candidates to meet the districts' needs. A collaborative effort at starting a literacy program at the Sussex Tech has occurred for the summer and SCESC will be providing a Literacy Coach to them in a program called "Jump Start" to work on reading and writing literacy.

The Woodcock Johnson training scheduled for August is booked and filled to capacity for Day 1. Day 2 has a strong attendance but is not filled yet. Professional development activities have been discussed with several districts to coordinate for the 2014-2015 school year.

X. BUSINESS ADMINISTRATOR'S REPORT

The Business Office continues to ensure the 2014-2015 chart of accounts are complete and prepared for the start of the 2014-2015 fiscal year. End of year close out of financial books and billing have occupied the time in the business office. Training on Affirmative Action occurred through FEA for the School Business Administrator. The School Business Administrator attended the Morville Insurance Meeting and has met with mentor to review requirements.

XI. PUBLIC PARTICIPATION

XIII. BOARD ACTION ON AGENDA ITEMS:

A. PERSONNEL

1. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors rescind the following as a student teacher from William Paterson University for the Extended School Year Program effective July 1 – August 8, 2014 due to student no longer taking the class.

Jessica Guevara

2. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors accept with regret the resignations of the following:

NAME	POSITION	SALARY	EFFECTIVE	Reason
Linda Klein	Part-time Teacher	Resignation	6/30/14	Secured job at Non-Public School
Pauline Crabb	Part-time Teacher / Para-Professional	Resignation	6/24/14	Looking for FT teacher position

3. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors rescind the following contracts for ESY 2014-2015:

NAME	SALARY	REASON
Pauline Crabb	\$13.55 per hour	Resigned
Jennifer Fandino	\$13.85 per hour	Accepted another position
Jennette Stier	\$320.65 per day	Incorrect rate
Jeanne Ortiz	\$347.83 per day	Incorrect rate
Valerie Puco	\$54 per day	Incorrect rate
Tayo Euston	\$54 per day	Incorrect rate
Andrew Tisdale	\$54 per day	Incorrect rate
Sharon Ryker	\$54 per day	Incorrect rate
Christine Rudinsky	\$301.99 per day	Incorrect rate
Heather McCloskey	\$275.54 per day	Incorrect rate
Jeffrey Hayde	\$28.18 per hour	Incorrect rate
Judy Vogel	\$15.05 per hour	Incorrect rate
Rachel Hoffmann	\$260.33 per day	Incorrect rate
Dana Nucera	\$252.72 per day	Incorrect rate
Lindsay Carrieria	\$13.70 per hour	Incorrect rate
Jennifer Moss	\$14.05 per hour	Incorrect rate
Mary O'Connell	\$17.35 per hour	Incorrect rate
Cathy Zalewski	\$12.85 per hour	Incorrect rate
Liza Zerner	\$14.05 per hour	Incorrect step

4. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the hiring of the following staff for the ESY programs at NHA at the rates listed:

NAME	POSITION	SALARY	HOURS	EFFECTIVE DATE
Tom Lenox	Para-Professional ESY	\$13.55 per hour - step 3	Not to exceed 29.75 hrs. weekly	7/1/14 - 8/8/14
Alex Kays	Sub Para-Professional ESY	\$54 a day	Not to exceed 29.75 hrs. weekly	7/1/14 - 8/8/14
Alex Kays	Sub Teacher ESY	\$75 a day	Not to exceed 29.75 hrs. weekly	7/1/14 - 8/8/14
Stephanie DeFelice	Para-Professional ESY	\$17.35 Step 14	Not to exceed 29.75 hrs. weekly	7/1/14 - 8/8/14
Alyssa Summer	Para-Professional ESY	\$14.70 per hour - step 8	Not to exceed 29.75 hrs. weekly	7/1/14 - 8/8/14
Meghan Lermond	Para-Professional ESY	\$13.35 per hour - step 1	Not to exceed 29.75 hrs. weekly	7/1/14 - 8/8/14
Eileen Racioppi	Para-Professional ESY	\$15.05 per hour - Step 9	Not to exceed 29.75 hrs. weekly	7/1/14 - 8/8/14
Judy Vogel	Para-Professional ESY	\$15.05 per hour - Step 9	Not to exceed 29.75 hrs. weekly	7/1/14 - 8/8/14

Heather Sisco	Para-Professional	\$13.45 per hour – Step 2	Not to exceed 29.75 hrs. weekly	7/1/14 – 8/8/14
Lindsey Carriera	Para-Professional ESY	\$13.55 per hour – Step 3	Not to exceed 29.75 hrs. weekly	7/1/14 – 8/8/14
Christina Ness	ESY Teacher	\$272.55 per Diem Step 10	28 days	7/1/14 – 8/8/14
Jennifer Moss	Para-Professional ESY	\$14.70 per hour – Step 8	Not to exceed 29.75 hrs. weekly	7/1/14 – 8/8/14
Mary O’Connell	Para-Professional ESY	\$16.80 per hour – Step 13	Not to exceed 29.75 hrs. weekly	7/1/14 – 8/8/14
Cathy Zalewski	Para-Professional ESY	\$13.35 per hour – Step 1	Not to exceed 29.75 hrs. weekly	7/1/14 – 8/8/14
Lisa Zerner	Para-Professional	\$13.85 per hour – Step 5	Not to exceed 29.75 hrs. weekly	7/1/14-8/8/14
Barbara Schwarz	Para-Professional ESY – Substitute	\$15.80 + \$5 per hour as per contract agreement	Not to exceed 29.75 hrs. weekly	7/1/14 – 8/8/14
Alyssa Summer	Sub Teacher	\$14.70 + \$5 per hour as per contract agreement	Not to exceed 29.75 hrs. weekly	7/1/14 – 8/8/14
Valerie Puco	Sub Teacher Professional ESY	\$14.70 + \$5 per hour as per contract agreement	Not to exceed 29.75 hrs. weekly	7/1/14 – 8/8/14
Andrew Tisdale	Sub Para-Professional ESY	\$13.85 per hour – Step 5	Not to exceed 29.75 hrs. weekly	7/1/14 – 8/8/14
Tayo Euston	Sub Para-Professional ESY	\$15.05 per hour – Step 9	Not to exceed 29.75 hrs. weekly	7/1/14 – 8/8/14
Sharon Ryker	Sub Para-Professional ESY	\$25.25 per hour – Step 26	Not to exceed 29.75 hrs. weekly	7/1/14 – 8/8/14
Andrew Tisdale	Sub Teacher Professional ESY	\$13.85 + \$5 per hour as per contract agreement	Not to exceed 29.75 hrs. weekly	7/1/14 – 8/8/14
Christine Rudinsky	Teacher ESY	\$301.09 per day	28 days	7/1/14 – 8/8/14
Heather McCloskey	Speech Therapist ESY	\$275.54 per day	28 days	7/1/14 – 8/8/14
Jeffrey Hayde	Adaptive P.E. Teacher ESY	\$28.18 per hour as needed	Up to 15 days	7/1/14 – 8/8/14
Jennette Stier	Occupational Therapist ESY	\$320.65 per day	Up to 18 days	7/1/14 – 8/8/14
Jeanne Ortiz	Physical Therapist ESY	\$347.83 per day	Up to 18 days	7/1/14 – 8/8/14
Rachel Hoffmann	Behavior Specialist ESY	\$347.83 per day	28 days	7/1/14 – 8/8/14
Dana Nucera	Behavior Specialist	\$252.99 per day	28 days	7/1/14 – 8/8/14

5. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the hiring of the following staff for Public Itinerant programs for Summer 2014 at rates listed:

NAME	POSITION	SALARY	HOURS	EFFECTIVE DATE
Elizabeth Arniella	ESL Teacher	\$28.19 per hour	Not to exceed 29.75 hours weekly	7/1/14 – 8/8/14
Jennifer Satmaria	Occupational Therapist	\$38.51 per hour, as needed	Not to exceed 29.75 hours weekly	7/1/14 – 8/31/14
Elizabeth Zetterstrom	Literacy Coach	\$60 per hour, as needed	Not to exceed 29.75 hours weekly	7/7/14 -8/31/14

6. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors rescind the following contracts for the 2014-2015 school year:

NAME	POSITION	SALARY	REASON
Dawn DiLascio	Social Worker	\$26.62 per hour - Step 14	Changing to Full Time
Inga Cafiero – Roggero	Non-Public PT Nurse	\$27.32 per hour – Step 9	Incorrect Step
Kimberly Forest	Nurse	67,600 – Step BA 17	Incorrect Salary
Lisa Zerner	Para-Professional	\$14.05 per hour – Step 6	Incorrect Step

7. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the hiring of the following Non-Certificated Staff for Northern Hills Academy for 2014-2015 year:

NAME	POSITION	SALARY	STEP	EFFECTIVE DATE
Kristen VanClief	Para-Professional	\$13.35 per hour not to exceed 29.75 hours weekly	Step 1	9/1/14 – 6/30/15
Lindsay Carriera	Para-Professional	\$13.55 per hour not to exceed 29.75 hours weekly	Step 3	9/1/14 – 6/30/15
Jennifer Moss	Para-Professional	\$14.70 per hour not to exceed 29.75 hours weekly	Step 8	9/1/14 – 6/30/15
Mary O'Connell	Para-Professional	\$16.80 per hour not to exceed 29.75 hours weekly	Step 13	9/1/14 – 6/30/15
Mary Sullivan	Para-Professional	\$19.15 per hour not to exceed 29.75 hours weekly	Step 17	9/1/14 – 6/30/15
Cathy Zalewski	Para-Professional	\$13.35 per hour not to exceed 29.75 hours weekly	Step 1	9/1/14 – 6/30/15
Lisa Zerner	Para-Professional	\$13.85 per hour not to exceed 29.75 hours weekly	Step 5	9/1/14 – 6/30/15
Andrew Tisdale	Sub Teacher	\$13.85 per hour + \$5 per hour not to exceed 29.75 hours weekly		9/1/14 – 6/30/15

8. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following Non-Tenured Certificated Staff Members for employment for the 2014-2015 school year as set forth in the negotiated contract.

NAME	POSITION	SALARY
Kimberly Forest	Nurse	\$56,800 – Step BA 17

9. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the hiring of the following Certified Staff for the 2014-2015 school year:

NAME	POSITION	SALARY	STEP	EFFECTIVE DATE
Dawn DiLascio	Social Worker	\$52,750	BA Step 14	9/1/14 – 6/30/15
Jennifer Satmaria	Occupational Therapist	\$49,600	MA Step 1	9/1/14 – 6/30/15
Luba Shtarr	Speech Therapist	\$55,450	MA Step 13	9/1/14-6/30/15

10. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following Part-Time Non-Public Nurse for the 2014-2015 school year not to exceed 29.75 hours, pending grant entitlements:

NAME	POSITION	SALARY	STEP	EFFECTIVE
Inga Cafiero - Roggero	Part – Time Nurse	\$28.77 per hour	Step 11	9/1/14 -6/30/2014

11. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors rescind the following motion for Non-Renewed Certificated Staff for 2014/2015 school year due to staff member not meeting residency requirement under the “New Jersey First Act”:

NAME	POSITION	EFFECTIVE DATE
Elizabeth Arniella	Part-Time ESL Instructor	June 30, 2014

12. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following Non-Renewed Certificated Staff for 2014/2015 school year due to staff member having the residency requirement waiver approved:

NAME	POSITION	AMOUNT
Arniella, Elizabeth	Part-Time ESL Instructor Step 10	\$28.19 per hour

13. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the hiring of Tami Glander part time nurse at Northern Hills Academy for the 2014-2015 school year at of \$26.61 per hour step 8.

MOVE: Ms. Carlson		2ND: Mr. Morel	
Andover Aye	Byram	Franklin	Fredon
Hamburg	Hampton Aye	High Point	Hopatcong
Kittatinny Aye	Lafayette Aye	Newton Aye	Ogdensburg Aye
Stanhope Aye	Sparta Aye	Sussex-Wantage	

B. POLICY

1. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the second reading of the 2014 /2015 Purchasing Manual.

MOVE: Ms. Beebe		2ND: Ms. Carlson	
Andover Aye	Byram	Franklin	Fredon
Hamburg	Hampton Aye	High Point	Hopatcong
Kittatinny Aye	Lafayette Aye	Newton Aye	Ogdensburg Aye
Stanhope Aye	Sparta Aye	Sussex-Wantage	

C. FINANCE

1. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the payment of the following bills:

June 2014 Payroll	\$352,638.75
June (Fund 10) List of Bills	\$68,011.21

2. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the Board Secretary’s Report and Treasurer’s Report for May 2014 (as attached).
3. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the attached list of budget transfers for May 2014.
4. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the voiding of a DCRP check N0129 in the General Account for \$26.50.
5. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the cancellation of the following Prior Year Accounts Receivable:

Kittatinny Invoice #201300218 \$ 69.38
 Lafayette Invoice #201200302 \$1,105.00
 Lafayette Invoice #201300122 \$1,330.50

MOVE: Mr. GaNung		2ND: Ms. Carlson	
Andover Aye	Byram	Franklin	Fredon
Hamburg	Hampton Aye	High Point	Hopatcong
Kittatinny Aye	Lafayette Aye	Newton Aye	Ogdensburg Aye
Stanhope Aye	Sparta Aye	Sussex-Wantage	

D. PROGRAMS AND SERVICES

1. **RESOLVED**, that the following appointment be made for the period of July 1, 2014 – June 30, 2015:

WHEREAS, there exists a need for therapy services, and

WHEREAS, the funds are available for these purposes, and,

WHEREAS, the Local Public Contracts Law N.J.S.A. 18A:18A-5 requires that the resolution authorizing the award of contracts for “Professional Services” without competitive bids must be publicly advertised.

NOW, THEREFORE BE IT RESOLVED, by the Sussex County Educational Services Commission Board of Directors as follows:

J&B Therapy, LLC be appointed to provide therapy services at a rate of \$79 per hour, for a maximum amount not to exceed \$150,000 for the period of July 1, 2014 – June 30, 2015.

These appointments are made without Competitive bidding as “Professional Services” under the provisions of N.J.S.A. 18A:18A-5. because such services are recognized professions licenses and regulated by law not allowing for competitive bids.

Notice of Award of Professional Services

The Sussex County Educational Services Commission Board of Directors have awarded the following FY 2014-2015 contracts for a maximum amount not to exceed \$150,000, without competitive bidding for professional services pursuant to N.J.S.A. 18A:18A-5 at its June 30, 2014 regular meeting:

J&B Therapy, LLC

This contract and board resolution authorizing this professional service is available for public inspection in the Office of the Board Secretary.

2. **RESOLVED**, that the following appointments be made for the period of July 1, 2014 – June 30, 2015,

WHEREAS, there exists a need for a LDTTC Consultant, and

WHEREAS, the funds are available for these purposes, and,

WHEREAS, the Local Public Contracts Law N.J.S.A. 18A:18A-5 requires that the resolution authorizing the award of the contracts for “Professional Services” without competitive bids must be publicly advertised.

NOW, THEREFORE BE IT RESOLVED, by the Sussex County Educational Services Commission Board of Directors as follows:

DRH Consulting, LLC be appointed to provide LDTTC Services at the rate of \$195 for Initial or Re-evaluation Assessment, \$100 for Annual Reviews, \$50 for Evaluation Planning Meeting, and \$150 for additional – Per Case for Case Manager (Initials & Reevaluations Only). Not to exceed \$100,000 for the period of July 1, 2014 – June 30, 2015.

Daniel Dryzga, Sr. be appointed to provide LDTTC Services at the rate of \$195 for Initial or Re-evaluation Assessment, \$100 for Annual Reviews, \$50 for Evaluation Planning Meeting, and \$150 for additional – Per Case for Case Manager (Initials & Reevaluations Only). Not to exceed \$100,000 for the period of July 1, 2014 – June 30, 2015.

Notice of Award of Professional Services

The Sussex County Educational Services Commission Board of Directors have awarded the following FY 2014-2015 contracts for a maximum amount not to exceed \$100,000, without competitive bidding for professional services pursuant to N.J.S.A. 18A:18A-5 at its June 30, 2014 regular meeting:

DRH Consulting, LLC
Daniel Dryzga, Sr.

This contract and board resolution authorizing this professional service is available for public inspection in the Office of the Board Secretary.

3. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the 2014-2015 IDEI-A Rates for Non-Public Programming for the 2014-2015 school year, as attached.
4. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the school physician Dr. James Porter for the 2014-2015 school year.
5. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the Food Service Agreement with Sussex County Vocational School for the 2014-2015 school year.
6. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following student in the Integrated Preschool program for the 2014 ESY Program.

Name	Memo
Dusty Jones	Maria Villano's Son (ESY Teacher)

7. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the revised Sub Nursing (Door to Door) of \$35 per hour for member districts and \$38 per hour for non-member districts.
8. **RESOLVED**, that the following appointments be made for the period of July 1, 2014 – June 30, 2015,

WHEREAS, there exists a need for a Speech Therapist, and

WHEREAS, the funds are available for these purposes, and,

WHEREAS, the Local Public Contracts Law N.J.S.A. 18A:18A-5 requires that the resolution authorizing the award of the contracts for “Professional Services” without competitive bids must be publicly advertised.

NOW, THEREFORE BE IT RESOLVED, by the Sussex County Educational Services Commission Board of Directors as follows:

Pam Mitchell be appointed to provide speech services at an hourly rate of \$50, not to exceed a total of \$2,625, however in the event the said consultant shall furnish her proof of NJ business registration certificate to the Business Administrator prior to payment of the aforesaid maximum dollar amount, the contract price shall automatically increase to a not to exceed amount of 100,000.

BE IT FURTHER RESOLVED, that in the event of the said price adjustment, the Business Administrator is hereby directed to publish notice of the award of contract, including increased contract amount, the nature, duration, description of service, and that the contract can be inspected in the office of the Business Administrator.

9. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following requests for Northern Hills Academy field trips.

Staff Member	Date	Field Trip	Location	Cost
All	8/5/2014	Sussex County Farm & Horse Show	Augusta, NJ	\$308 Fair Admission \$965 Transportation

10. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors rescind the following requests for professional development:

Staff Member	Date	Location	Program	Cost
Jennifer Kaufman	5/20/14	FEA Monroe Township	How to Investigate HIB Claims	\$150 Mileage: 148 miles at \$.31 = \$45.88
Erin Dunstan	6/13/14	Brookdale Community College	Annual School Law and Policy Seminar	No fee Mileage: TBD not to exceed state requirements
Andrea Romano	6/13/14	Brookdale Community College	Annual School Law and Policy Seminar	No Fee Mileage : TBD not to exceed state requirements

11. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following Extended School Year contracts at the board approved rates. ***ADDED**

Butler, Byram, Frankford, Franklin, Fredon, Great Meadows, Green, Hamburg, Hardyston, High Point Regional, Hopatcong, Hope, Jefferson, Lafayette, Lenape Valley, Montague, North Warren Regional, Oxford, Sparta, Sussex-Wantage Regional, Vernon, Wallkill Valley Regional.

12. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the Statement of Work Agreement #157449 with Houghton, Mifflin, Harcourt for 2 full day Workshops August 13th and 14th.
13. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the Terms & Conditions Agreement #157312 with Houghton, Mifflin, Harcourt for the August 13th and 14th Workshops.
14. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following requests for professional development:

Staff Member	Date	Location	Program	Cost
Andrea Romano	June 30, 2014	ONLINE	LEGAL ONE Series: State-Mandated School Law Training -)	\$300.00
Andrea Romano	July 16, 2014; 9 am - 3 pm	North Hunterdon High School	School Law Update	\$150.00

15. **RESOLVED**, that the Sussex County Educational Services Commission approve the contract with High Point School District for ESL/ELL support for summer programming with selected students at the SCESC Member approved rate.

MOVE: Ms. Carlson		2ND: Mr. GaNung	
Andover Aye	Byram	Franklin	Fredon
Hamburg	Hampton Aye	High Point	Hopatcong
Kittatinny Aye	Lafayette Aye	Newton Aye	Ogdensburg Aye
Stanhope Aye	Sparta Aye	Sussex-Wantage	

Ms. Romano stated that in order to be appointed as a consultant you need to provide a New Jersey Business Registration Certificate and Pay to Play documents. The resolutions will have the pay to play wording in them.

E. BUILDINGS AND GROUND

Change orders (CO's) represent contract revisions that are mutually agreed upon by the parties; construction change directives (CCD's) represent contract revisions that are directives given to the contractor. Once CCD-related work costs are finalized and agreed upon by the parties, the CCD is converted to a CO representing final costs of that work.

Change orders are required to the Northern Hills Academy as summarized below:

Description	C.O. No.	C.O. Amount
Relocate Water Line	2	
1 – Roll – 40 LF 2” Copper @12.00 per LF = \$480.00		
2 – 2” Unions @ \$90.50 each = \$181		
5 hrs. – Excavator & Operator @ \$170.00 per Hour = \$850		
5 hrs. – Laborer @ \$65 per hour = \$325		
15% Profit & Overhead = 275.40		
		Total \$2,111.40

<i>Description</i>	<i>C.O. No.</i>	<i>C.O. Amount</i>
Add Landscaping & Mulch per Revised Plan Dated 10/14/13 3 Yoshino Cherry Trees @ \$200 = \$600 5 Colorado Spruce @ \$200 = \$1,000 67 Yards Mulch @ \$25 per yard = \$1,675 4 hrs. – Mini Excavator & Operator @ \$150 per hour = \$600 4 hrs. – Laborer @ \$75 per hour = 300 15% profit and Overhead - \$626.25	3	Total \$4,801.25

<i>Description</i>	<i>C.O. No.</i>	<i>C.O. Amount</i>
100 LF of 4'H Chain Link Fence @ \$30 per LF Including Relocation of Existing Gate = \$3,000 15% Profit & Overhead = \$450	4	Total \$3,450.00

1. **RESOLVED**, that the Sussex County Educational Services Commission approve change order #2 in the amount of \$2,111.40 to Zitone Construction & Supply Co., Inc.
2. **RESOLVED**, that the Sussex County Educational Services Commission approve the change order #3 in the amount of \$4,801.25 to Zitone Construction & Supply Co., Inc.
3. **RESOLVED**, that the Sussex County Educational Service Commission approve change order #4 in the amount of \$3,450.00 to Zitone Construction & Supply Cp., Inc.
4. **RESOLVED**, that the Sussex County Educational Services Commission approve the proposal from Karl & Associates Inc. to complete the 2013 Right to Know Survey in the amount of \$795.
5. **RESOLVED**, that the Sussex County Educational Services Commission approve the payment to Zitone Construction & Supply Co, Inc. in the amount of \$7,125 per payment application #3.
6. **RESOLVED**, that the Sussex County Educational Services Commission accept the approval of the 2014 Safety Grant in the amount of \$3,100.
7. **RESOLVED**, that the Sussex County Educational Services Commission approve the attached resolutions with New Jersey Schools Insurance Group for a 3 three year period beginning July 1, 2014 and ending July 1, 2017.

MOVE: Ms. Beebe		2ND: Mr. Morel	
Andover Aye	Byram	Franklin	Fredon
Hamburg	Hampton Aye	High Point	Hopatcong
Kittatinny Aye	Lafayette Aye	Newton Aye	Ogdensburg Aye
Stanhope Aye	Sparta Aye	Sussex-Wantage	

Mr. Moscatello stated the change order #3 is to add the scrubs that Deacon Recommended.

XIV. OLD BUSINESS:

Training with NJ School Boards- September- tentative

XV. NEW BUSINESS:

Mr. Moscatello stated that the committees will be receiving e-mails from him shortly. Mr. Moscatello stated he would like to start to have committee meetings.

XVI. PUBLIC PARTICIPATION

Ms. Behren's asked about the placement of the gates to access the playground. Ms. Romano stated the gates were going to be moved.

XVII. OTHER BOARD ACTION

1. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors give the Executive Committee the ability to authorize approval change orders with Zitone Construction and Rubber Cycle LLC up to \$10,000 to complete playground area.

MOVE: Mr. Moral		2ND: Ms. Carlson	
Andover Aye	Byram	Franklin	Fredon
Hamburg	Hampton Aye	High Point	Hopatcong
Kittatinny Aye	Lafayette Aye	Newton Aye	Ogdensburg Aye
Stanhope Aye	Sparta Aye	Sussex-Wantage	

XVIII. ADJOURNMENT

- a. There being no further business to come before the Board, the Meeting was called to adjourn by Ms. Beebe and Seconded by Mr. Morel. All in favor at 5:35 P.M.

Respectfully Submitted,

Erin Dunstan
Business Administrator / Board Secretary

Important dates:

NEXT BOARD MEETING:

No Meeting in July- Enjoy the holiday!

August 4, 2014 at 7 P.M.

