

SUSSEX COUNTY EDUCATIONAL SERVICES COMMISSION
REPRESENTATIVE ASSEMBLY/REORGANIZATION/REGULAR MEETING

MINUTES JUNE 1, 2015

I. CALL TO ORDER BY THE BOARD 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, Star Ledger and at the Sussex County Clerk's Office. Meeting notice was also posted on the door at Northern Hills Academy, and faxed to the Board office of the represented districts.

III. FLAG SALUTE

Mr. Moscatello led the salute to the flag.

IV. ROLL CALL

ANDOVER	MIKE MOREL	ABSENT
BYRAM	MARY ANN RISLEY	PRESENT
FRANKLIN	SUZANNE ROSS	PRESENT
FREDON	THOMAS KNUTELSKY	PRESENT
GREEN	JENNIFER CINOTTI	PRESENT
HAMBURG	CHARLOTTE AMBROSE	PRESENT
HAMPTON	JOYCE ANDERSON	PRESENT
HARDYSTON	NICK DEMSAK	PRESENT
HIGH POINT	DEBBIE ANDERSON	PRESENT
HOPATCONG	FRANK FARRUGGIA	PRESENT
KITTATINNY	MORIA DOUGLAS	PRESENT
LAFAYETTE	LISA CARLSON	PRESENT
LENAPE VALLEY	ANNE KEENAN	PRESENT
MONTAGUE	SALLY KURTZMAN	PRESENT
NEWTON	JOANIE FAYE	PRESENT (Arrived 7:10)
OGDENSBURG	LYNNE PEDERSEN	PRESENT
SANDYSTON/WALPACK	GLEN SUMPAN	PRESENT
SPARTA	DOUG MCKERNAN	PRESENT
STANHOPE	GIL MOSCATELLO	PRESENT
SUSSEX VO-TECH	GUS MODLA	PRESENT
SUSSEX-WANTAGE	TOM CARD	PRESENT
VERNON	DAVID ZWEIER	PRESENT
WALKKILL VALLEY	JIM WRIGHT	PRESENT

ALSO PRESENT: Andrea Romano – Superintendent
Robin McMahon – Esq.
Erin Dunstan – Business Administrator / Board Secretary
Jen Kaufman – Principal
Christine Rudinsky – Teacher
Jeanne Ortiz – Physical Therapist
Bob Maikis – Sussex-Wantage Board Member

V. ACTION ON AGENDA ITEMS

1. RESOLVED, that the Representative Assembly set the number of Board of Directors at fifteen (15) and call for members to serve the Board for the period June 1, 2015 through June 6, 2016.

MOVE: Ms. Risley		2ND: Mr. Moscatello	
Andover	Byram Aye	Franklin Aye	Fredon Aye
Green Aye	Hamburg Aye	Hampton Aye	Hardyston Aye
High Point Aye	Hopatcong Aye	Kittatinny Aye	Lafayette Aye
Lenape Valley Aye	Montague Aye	Newton Aye	Ogdensburg Aye
Sandyston/Walpack Aye	Sparta Aye	Stanhope Aye	Sussex Vo-Tech Aye
Sussex-Wantage Aye	Vernon Aye	Walkkill Valley Aye	

Motion is carried.

VI. Nominations

A. CALL FOR THE NOMINATION FOR THE BOARD OF DIRECTORS

ANDOVER	MIKE MOREL
BYRAM	MARY ANN RISLEY
FRANKLIN	SUZANNE ROSS
FREDON	THOMAS KNUTELSKY
HAMBURG	CHARLOTTE AMBROSE
HAMPTON	JOYCE ANDERSON
HARDYSTON	NICK DEMSAK
HIGH POINT	DEBBIE ANDERSON
HOPATCONG	ROBERT NICHOLSON
KITTATINNY	MOIRA DOUGLAS
LAFAYETTE	LISA CARLSON
NEWTON	JOANIE FAYE
STANHOPE	GIL MOSCATELLO
SUSSEX-WANTAGE	TOM CARD
VERNON	DAVID ZWEIER

B. CALL FOR THE NOMINATION FOR THE POSITION OF BOARD PRESIDENT

Nomination of: Mr. Moscatello

Nominated by: Mr. Card

Seconded by: Ms. Carlson

MOVE: Mr. Card		2ND: Ms. Carlson	
Andover	Byram Aye	Franklin Aye	Fredon Aye
Hamburg Aye	Hampton Aye	Hardyston Aye	High Point Aye

Hopatcong Aye	Kittatinny Aye	Lafayette Aye	Newton Aye
Stanhope Aye	Sussex-Wantage Aye	Vernon Aye	

Motion is carried

C. CALL FOR THE NOMINATION FOR THE BOARD OF VICE PRESIDENT

Nomination of: Ms. Carlson

Nominated by: Ms. Debbie Anderson

Seconded by: Ms. Ambrose

Nomination of: Mr. Morel

Nominated by: Mr. Card

Seconded by: Mr. Moscatello

Results of Roll Call Vote:

Ms. Carlson: 12 Ayes

Mr. Morel: 2 Ayes

Per votes Ms. Carlson won election for Vice President

D. OATH OF ALLIANCE

Ms. Dunstan administered the oath of office to the new board of directors.

THE NEW PRESIDENT ASSUMES AND PRESIDES OVER THE REMAINDER OF THE MEETING

VII. APPOINTMENT OF REPRESENTATIVES AND COMMITTEES BY THE PRESIDENT

1. Buildings and Grounds/Finance – Ms. Risley, Mr. Morel, Mr. Moscatello
2. Negotiations and Personnel – Mr. Morel, Mr. Moscatello, Ms. Joyce Anderson, Ms. Faye
3. Programs and Services/Policy – Ms. Carlson, Ms. Ambrose, Mr. Morel
4. Executive Committee – Mr. Moscatello, Mr. Morel, Ms. Carlson

VIII. ACTION ON MATTERS PERTAINING TO REORGANIZATION

RESOLVED, by the Board of Directors of the Sussex County Educational Services Commission that all existing bylaws and policies and regulations, contracts and agreements as established by act and practice of previous Boards of Directors and courses of study are to remain in force and effect until such time as the present Board necessitates change by way of resolution.

RESOLVED, that the following appointments be made for the period July 1, 2015, through June 30, 2016, or until a replacement is named:

WHEREAS, there exists a need for legal services, and auditing, and

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

WHEREAS, 18A:18A-5 et seq. 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:

Ferraioli, Wielkocz, Cerullo & Cuva, P.A. be appointed as auditors for the period July 1, 2015 – June 30, 2016 at a rate of \$13,525.00, for a maximum amount not to exceed \$25,000.00.

Robin T. McMahon Esq. of Clearly, Giacobbe, Alfieri and Jacobs be appointed as to provide legal services at a rate of \$150 per hour, for the period July 1, 2015 – June 30, 2016, for a maximum amount not to exceed \$100,000.00.

These appointments are made without competitive bidding as "Professional Services" under the provisions of N.J.S.A. 18A-18A-5 et seq. because such services are recognized professions licensed and regulated by law not allowing for competitive bids.

BE IT FURTHER RESOLVED that a brief notice of this action shall be printed in the New Jersey Herald as required by law, within ten (10) days of its passage, stating its nature, duration, service and amount and that the resolution and terms of their appointment are on file in the office of the Board of Education in the following form:

Notice of Award of Professional Services

At its Reorganization Meeting of June 1, 2015, the Sussex County Educational Services Commission Board of Directors authorized the awarding of contracts to:

Ferraioli, Wielkocz, Cerullo & Cuva, P.A. be appointed as auditors for the period July 1, 2015 – June 30, 2016 at a rate of \$13,525, for a maximum amount not to exceed 25,000.00

Robin T. McMahon Esq. of Clearly, Giacobbe, Alfieri and Jacobs be appointed as to provide legal services at a rate of \$150 per hour, for the period July 1, 2015 – June 30, 2016, for a maximum amount not to exceed 100,000.00

This resolution and contracts are on file and available for public inspection at the in the School Business Administrator's office located at 10 Gail Court, Sparta, New Jersey.

RESOLVED, that the Sussex County Educational Services Commission Board of Directors appoint Dr. Porter to provide medical consulting services for the period of July 1, 2015 – June 30, 2016 at a rate of \$500 a year.

RESOLVED, that the Sussex County Educational Services Commission Board of Directors, move to authorize the Business Administrator / Board Secretary to invest the Commission's funds in such instruments as he/she legally empowered under the Statues of the State of New Jersey through the following eligible financial depository institutions and governmental agencies; and any other institution eligible to act as a depository for public funds when in the best interest of Sussex County Educational Services Commission, noting entities are in compliance with Chapter 271 NJSA 19:44A-20, 26 where applicable:

Lakeland Bank

RESOLVED, that the Sussex County Educational Services Commission Board of Directors move to approve the designation of the Commissions Accounts and required signatures for the period July 1, 2015 – June 30, 2016.

GENERAL FUND ACCOUNT

3 Signatures

Board President, Treasurer of School Monies, School Business Administrator, Superintendent

NET PAYROLL ACCOUNT

2 Signatures

Board President, Treasurer of School Monies, School Business Administrator, Superintendent

AGENCY ACCOUNT

2 Signatures

Board President, Treasurer of School Monies, School Business Administrator, Superintendent

CONSTRUCTION ACCOUNT

3 Signatures

Board President, Treasurer of School Monies, School Business Administrator, Superintendent

STUDENT ACTIVITY ACCOUNT

2 Signatures

Board President, Treasurer of School Monies, School Business Administrator, Superintendent

FLEXIBLE SAVINGS ACCOUNT

2 Signatures

Board President, Treasurer of School Monies, School Business Administrator, Superintendent

RESOLVED, that the Sussex County Educational Services Commission Board of Directors shall from time to time enter into such agreements with Lakeland Bank as any person(s) names below deems appropriate to facilitate Electronic Banking services for the management of cash resources.

Eileen Kithcart, School Treasurer of Monies
Andrea Romano, Superintendent
Erin Dunstan, Business Administrator / Board Secretary

RESOLVED, that the Sussex County Educational Services Commission Board of Directors designate the New Jersey Herald as the Official newspaper. The Star Ledger will be designated as the official alternate newspaper.

RESOLVED, that the Sussex County Educational Services Commission Board of Directors renew the following joint Purchasing Agreements, per N.J.S.A. 18A:18A-11 for the period of July 1, 2015 – June 30, 2016

Hunterdon County Educational Services Commission
Middlesex Regional Educational Services Commission

RESOLVED, that the Sussex County Educational Services Commission Board of Directors approve the following companies to provide tax shelter annuity agreements.

AXA Equitable
Lincoln Financial Group

RESOLVED, that the Sussex County Educational Services Commission Board of Directors authorize the Business Administrator / Board Secretary to request bids for any goods or services as needed the Commission for the period July 1, 2015 – June 30, 2016.

RESOLVED, that the Sussex County Education Services Commission Board of Directors authorize the Business Administrator to make purchases up to the bid threshold, from New Jersey State Contract Vendors.

RESOLVED, that the Sussex County Educational Services Commission Board of Directors authorize the Business Administrator / Board Secretary to audit and approve any account necessary payments prior to board approval. Any such approval shall be presented to the Board for ratification at their next meeting as per N.J.S.A. 18A:19-4.1.

RESOLVED, that the Sussex County Educational Services Commission Board of Directors authorize the Business Administrator, on an as needed basis, to issue advance payment and/or partial payment to facilitate district requirements.

RESOLVED, that the Sussex County Educational Services Commission authorize the following petty cash fund effective for the period July 1, 2015 – June 30, 2016 in the amount of \$350.00 in accordance with N.J.S.A. 18A:4-15 and :19-13 and Title 6 of the N.J.A.C. 6:20-2.10

AND FURTHER BE IT RESOLVED to establish a maximum single petty cash expenditure of \$25.00 not to be exceeded without prior approval by the Board Secretary.

RESOLVED, that the Sussex County Educational Services Commission appoint Morville Agency as the Commission's insurance broker for July 1, 2015 – June 30, 2016

RESOLVED, that the following appointments be made through June 30, 2016:

<u>Title</u>	<u>Name</u>
School Business Administrator/Board Secretary	Erin Dunstan
Public Agency Compliance Officer	Erin Dunstan
Contracting Agent/Integrated Pest Management Coordinator	Erin Dunstan
Right to Know Officer	Andrea Romano
Custodian of Records (OPRA)	Erin Dunstan
Treasurer of School Monies	Eileen Kithcart
Attendance Officer	Barbara J. Talmadge
Affirmative Action Officer	Erin Dunstan
"504" Officer	Andrea Romano
Anti Bullying Coordinator	Jennifer Kaufman
Anti Bullying Specialist	Dana Nucera

RESOLVED, that the Board approve the following schedule of meetings to be held by the Board of Directors of the Sussex County Educational Services Commission, at the Northern Hills Academy, 10 Gail Court, Sparta, NJ 07871:

2015-2016 Meeting Schedule for the Board of Trustees
of the
Sussex County Educational Services Commission

<u>Day and Date</u>	<u>Time</u>	<u>Type of Meeting</u>
Monday, August 3, 2015	7:00 p.m.	Regular Meeting
Monday, September 14, 2015	7:00 p.m.	Regular Meeting
Monday, October 5, 2015	7:00 p.m.	Regular Meeting
Monday, November 2, 2015	7:00 p.m.	Regular Meeting
Monday, December 7, 2015	7:00 p.m.	Regular Meeting
Monday, January 11, 2016	7:00 p.m.	Regular Meeting
Monday, February 1, 2016	7:00 p.m.	Regular Meeting Representative Assembly meeting: Budget Presentation
Monday, March 7, 2016	7:00 p.m.	Regular Meeting
Monday, April 4, 2016	7:00 p.m.	Regular Meeting
Monday, May 2, 2016	7:00 p.m.	Regular Meeting
Monday, June 6, 2016	7:00 p.m.	Representative Assembly Reorganization/Regular Meeting
Monday, June 27, 2016	7:00 p.m.	Regular Meeting (to close year end)

MOVE: Ms. Risley		2ND: Ms. Ambrose	
Andover	Byram Aye	Franklin Aye	Fredon Aye
Hamburg Aye	Hampton Aye	Hardyston Aye	High Point Aye
Hopatcong Aye	Kittatinny Aye	Lafayette Aye	Newton Aye
Stanhope Aye	Sussex-Wantage Aye	Vernon Aye	

Motion is carried

REGULAR MEETING

IX. APPROVAL OF THE MINUTES

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

May 4, 2015 Regular Meeting
May 4, 2015 Executive Minutes

VOICE VOTE: Ayes: 10 Abstain: 4

X. PRESIDENTS COMMENTS

Mr. Moscatello would like to thank everyone for putting their confidence in him to be president. SCESC's reputation county wide has been improving. Ms. Romano and Ms. Dunstan continue to try to expand services. This summer we are going to offer a summer school program for the county to be housed at Sussex Vo-tech. Mr. Moscatello asks each board member to report out at their district board meetings, and asks if they hear needs from their boards to please refer them to us so we can try to help out.

Mr. Moscatello stated we have spent time on diagnostic work as to why the HVAC system is not working well in the new classroom.

XI. CORRESPONDENCE

1. Thank You Letter – Robin
2. Thank You Letter – Parent Regarding Ac Comic – Con
3. Newspaper Article – High Point Regional board came under fire

XII. COMMITTEE REPORTS

Personnel & Negotiations – We had one negotiation session and there is progress going on.

Buildings & Grounds / Finance – The Finance Committee met to review the RFP's for Architect. We have selected an architect to appoint for the 2015-2016 school year, our attorney is reviewing the contract.

Buildings and Grounds – none
Programs and Services – none
Policy – none

XIII. SUPERINTENDENT'S REPORT

Since the last Board of Education meeting, the Superintendent has been to 10 of the 18 non- public schools to review the requirements for the annual consultation meetings that are required. In addition the quarterly meeting of ESCs' Non-Public Directors was held and conversation regarding the requirements and audit feedback was discussed.

The Spring Conference in Atlantic City was held in May 2015. I was a representative for the Legislative Session for the Sussex County Superintendents' Roundtable, where Bari Ehrlichson, State Board President spoke about the topic of PARCC. Several other workshops were beneficial to the growth of NHA as well as compliance issues for employees of Sussex ESC. Sessions on Special Education and Transition, Legal Issues for Superintendents, Negotiations, and Corrective Action Plans provided great insight.

While at Spring Conference I was able to attend the Atlantic City BoardwalkCon. A seminar on how to integrate the use of comics into your school language arts curriculum was very interesting. Free passes provided by Promo Marketing Group made it possible for several of our students and their parents to attend Comic Con. Marvel Comics treated our students well by introducing them to cosplayers and in some cases, they were able to have their pictures taken with characters.

This month I also attended the initial meeting at PERC for Unfair Labor Charge.

Northern Hills Academy

May was a month of activity at Northern Hills Academy. The month began with a Faculty Appreciation luncheon sponsored by the PTA. To celebrate Mother's Day, the NHA Girls' Club hosted a Mother's Day Tea which was attended by approximately 30 moms. Classes baked and students served tea and cookies to all our happy moms. The day ended with a group picture outside of the school.

The DLM testing, which began in April, ended in May. All students were able to complete their assigned testlets in both Math and Language Arts. Using computer based testing was something both our student and teachers experienced for the first time. With the help of desktop computers, laptops and Smartboards, we completed all testing days before the testing deadline.

In addition to our monthly swimming trips, students participated in our annual Fishoree at Camp Allamuchy. A class went to Friendly's to practice community based instruction skills such as money transactions and social skills.

This month the NHA Behaviorist and Social Worker held a parent workshop on de-escalation techniques and crisis strategies for Kittatinny's Special Education Parent Group.

Another successful Spirit Wear sale was held by the PTA. This one included NHA Visors which ended up being a huge seller. The final fundraiser for the year is a safety sale which includes the sale of first aid kits for the home, the car, your pet etc.... The PTA donated several items to the school: convertible benches for student use outside, Chrome Books and have scheduled several year-end activities. I am sad to report that the PTA as is, is disbanding based on lack of parental support in attendance at events. It is gotten significantly challenging to operate with the same 4-5 parents running all events. They have been so supportive of the students and the school, this is indeed a very sad ending.

Non Public

Aside from the information above, the Non-Public Office is busy wrapping up the school year, and planning more streamlined processes for next school year. This is the first full-year cycle Jane Ayers, Admin Asst. in Non-Public, has seen. She has identified some processes that can be streamlined for efficiencies and has also spent a great deal of time working with the Auditors to discuss those efficiencies.

IDEA bills and monthly billing for all services are up-to-date. IDEA meetings have been held to review how districts and non-public schools want to spend their funds in anticipation of the IDEA grant submission dates. Nursing services have been tracked with hours and allocated funds. Information on the scheduled amount of funds remaining has been provided to BA's and Directors' at NP Schools.

Itinerant

Several new consultants have come on board as CST members to provide services to the expanding Itinerant Program. SCESC is having some difficulty keeping up with the requests coming in for testing and assessments at this time of year. Additional advertising has occurred, so that we could bring on new consultants. We now are waiting for their paperwork to be returned.

We continue to have requests for summer work for CST members. We are working collaboratively with districts to identify their needs for the fall. All contracts for services have been sent to school districts for approval and signatures.

XIV. BUSINESS ADMINISTRATOR'S REPORT

The consultants are pleased that they got an increase in rates for the 2015-2016 school year. This will be their first rate increase in about 15 or 16 years.

The Business Office has been busy working on sending out the consultant contracts for the 2015-2016 school year, and also sending out ESY tuition contracts to the districts.

Construction Project Update:

We met with Charlie Schaffer to discuss the HVAC system in the new classroom. Charlie came with another HVAC Contractor to look at the system that is already in the classroom. It was recommended that we install a zone control damper and the cost would be \$2,400.00. Before we move ahead on this, we want to make sure that the HVAC contractor actually did the work he was contracted to do, and he balanced the system.

XV. PUBLIC PARTICIPATION

There was no public participation.

XVI. BOARD ACTION ON AGENDA ITEMS

A. PERSONNEL

- 1. RESOLVED, that the Sussex County Educational Services Commission Board of Directors accept with regret the resignation of Jenifer Yawger, School Social Worker, effective June 30, 2015.
- 2. RESOLVED, that the Sussex County Educational Services Commission Board of Directors approve the hiring of following Non-Public part-time paraprofessional, not to exceed 29.75 hours a week:

Name	Position	Salary	Effective Date
Nanette Turner	Part-time Para-Professional	Step 1 \$13.35	3/2/15

- 3. RESOLVED, that the Sussex County Educational Services Commission Board of Directors approve the reappoint of Paul Rinaldi, Custodian, step 6 at a rate of \$18.53 per hour, not to exceed 29.75 hours per week, salary to be determined upon completion of negotiations.

*Salary is based upon the negotiated agreement that expires June 30, 2015

- 4. RESOLVED, that the Sussex County Educational Services Commission Board of Directors approve to reappoint Judy Rinaldi as part-time custodian, step 3 at a rate of \$17.33 per hour, salary to be determined upon completion of negotiations.

*Salary is based upon the negotiated agreement that expires June 30, 2015

5. RESOLVED, that the Sussex County Educational Services Commission Board of Directors approve Lewis Ayers as substitute principal for the 2015-2016 school at a rate of \$250.00 per day on an as need basis, effective July 1, 2015.
6. RESOLVED, that the Sussex County Educational Services Commission Board of Directors approve the reappointment of Eileen Kithcart as School Treasurer of Monies for the 2015/2016 school year at salary of \$4,545.00
7. RESOLVED, that the Sussex County Educational Services Commission Board of Directors approve the following payments to the employees named below as reimbursement for dental insurance contributions from 2/1/15 through 6/30/15 on account of the change of carrier for employee dental insurance.

NAME	AMOUNT
Linda Behens	\$98.10
Jennifer Beshada	\$60.30
Erinmarie Ciallella	\$15.00
Caitlin Conahan	\$34.80
Dawn DiLascio	\$125.10
Kimberly Forrest	\$125.10
Kathleen Grennan	\$87.80
Fuh Mei Han	\$25.60
Karra Hansen-Mueller	\$93.80
Alesandra Kasharian	\$114.00
Sara Klejmont	\$49.70
Michael Matthews	\$80.40
Dana Nucera	\$15.10
Jeanne Ortiz	\$89.60
Eric Pace	\$49.70
Rebecca Pietrowski	\$34.80
Judy Rinaldi	\$19.20
Christine Rudinsky	\$93.80
Sharon Ryker	\$25.60
Jennifer Satmaria	\$34.80
Stefanie Surie	\$39.76
Amber Werner	\$51.00
Jennifer Yawger	\$107.20

MOVE: Ms. Ambrose		2ND: Ms. Joyce Anderson	
Andover	Byram Aye	Franklin Aye	Fredon Aye
Hamburg Aye	Hampton Aye	Hardyston Aye	High Point Aye
Hopatcong Aye	Kittatinny Aye	Lafayette Aye	Newton Aye
Stanhope Aye	Sussex-Wantage Aye	Vernon Aye	

Motion is carried

B. FINANCE

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

May 2015 Payroll	\$ 276,201.19
May (Fund 10) Additional Bills	\$ 3,388.00
May (Fund 20) Additional Bills	\$ 54.68
June (Fund 10) Bill	\$ 114,376.06
June (Fund 20) Bills	\$ 648.52
June (Fund 30) Bills	\$ 1,625.00

2. RESOLVED, that the Sussex County Educational Services Commission Board of Directors approve the Board Secretary's Report and Treasurer's Report for April 2015 (as attached).
3. RESOLVED, that the Sussex County Educational Services Commission Board of Directors approve the attached list of budget transfers for April 2014.
4. RESOLVED, that the Sussex County Educational Services Commission Board of Directors approve the April budget increase of \$500.00
5. RESOLVED, that the Sussex County Educational Services Commission Board of Directors authorize the Superintendent or School Business Administrator to declare miscellaneous items no longer needed as surplus and to dispose of these items accordingly.
6. WHEREAS, Brown & Brown Benefit Advisors, the insurance consultant for Sussex County Educational Services Commission ("Commission"), solicited at least 2 competitive quotations for employee dental benefits in the fall of 2014; and

WHEREAS, based upon the quotations received, the Commission Board of Directors awarded a contract to the Public Employer Trust for dental benefits through Horizon Health Care Dental for the period beginning February 1, 2015 through June 30, 2015; and

WHEREAS, there is a need to continue offering dental health benefits to full-time Commission employees; and

WHEREAS, it is impracticable to solicit competitive quotations for the insurance at this time given the unavailability of experience records without substantial cost to the Commission;

NOW, THEREFORE, BE IT RESOLVED, that the Commission Board of Directors approve a contract with the Public Employer Trust for employee dental benefits through Horizon Health Care Dental for the period beginning July 1, 2015 and continuing through June 30, 2016 at the following premium rates, for a not to exceed price to the Commission of \$45,000.00

<u>Coverage</u>	<u>Cost</u>
Single	\$42.82
H/W	\$98.03
Parent / Child	\$87.78
Family	\$154.03

Be It Further Resolved that the Business Administrator forthwith cause to be printed in the official newspaper of the Commission a brief notice of the award in accordance with the requirements of N.J.S.A. 18A:18A-5(a)(10) and -5(a)(2); and

Be It Finally Resolved that this resolution and the trust agreement are on file and available for public inspection in the Office of the Board Secretary.

**Sussex County Educational Services Commission
Notice of Contract Award**

The Sussex County Educational Services Commission, Sussex County, NJ at the June 1, 2015 regular meeting of the Board of Directors, entered into a contract with the Public Employees Trust administered by Brown & Brown Benefit Advisors for employee dental insurance without public bidding in accordance with N.J.S.A. 18A:18A-5(a)(10) after the solicitation of two competitive quotes the preceding fall for a term commencing July 1, 2015 and ending June 30, 2016, not to exceed \$45,000.00. The board resolution and contract are on file and available for public inspection in the Office of the Board Secretary.

MOVE: Mr. Card		2ND: Mr. Zweier	
Andover	Byram Aye	Franklin Aye	Fredon Aye
Hamburg Aye	Hampton Aye	Hardyston Aye	High Point Aye
Hopatcong Aye	Kittatinny Aye	Lafayette Aye	Newton Aye
Stanhope Aye	Sussex-Wantage Aye	Vernon Aye	

Motion is carried

Mr. Moscatello stated that item #6 is the renewal for our dental plan.

C. PROGRAMS AND SERVICES

1. **RESOLVED**, that the following appointment be made for the period of June 2, 2015 – June 30, 2015:

WHEREAS, there exists a need for a Learning Disabilities Consultant, and

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

WHEREAS, 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:

Linda Mackiewicz be appointed to provide Learning Disabilities Consultant Services at a rate \$50 an hour for hourly services, \$195 for Initial or reevaluation assessment, \$100 for annual reviews, \$50 for evaluation planning meeting and \$150 for additional – per case for case manager (initials and reevaluations only) for a maximum amount not to exceed \$20,000.00 for the period of June 2, 2015 – 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 \$20,000,

without competitive bidding for professional services pursuant to N.J.S.A. 18A:18A-5 at its June 1, 2015 regular meeting:

Linda Mackiewicz - LDTC

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 Sussex County Educational Services Commission Board of Directors approve the following requests for professional development.

Staff Member	Date	Location	Program	Cost
Andrea Romano	6/12/15	Brookdale Community College	Educational Policy & School Law	Cost:\$0.00 Mileage:TBD
Erin Dunstan	6/3/15, 6/4/15, 6/5/15	Atlantic City, NJ	NJASBO Annual Conference	Cost: \$150.00 Hotel: \$188.00 Mileage:TBD
Jennifer Kaufman	Online	N/A	Special Ed Law & School Ethics& Governance	Cost:\$150.00
Beryl Zimmerman	12/10/14	Sparta Middle School	Dyslexia – Simulation Making it Personal	Cost:\$0.00 Mileage:TBD
Beryl Zimmerman	1/19/15	SCESC Sparta, NJ	Dyslexia – Overview of Screening, Interventions, Accommodations and Technology	Cost: 0.00 Mileage: TBD
Beryl Zimmerman	4/1/15	Online	Executive Function and Classroom Learning & Production	Cost: \$0.00
Beryl Zimmerman	4/15/15	Online	Want to Engage Your Students? Engage Them in Math Practices	Cost: \$0.00
Beryl Zimmerman	4/15/15	Online	Preparing Children for Formal Algebra	Cost: \$0.00
Beryl Zimmerman	4/22/15	Online	Strategies for Teaching Students How to Write a Summary	Cost: \$0.00
Beryl Zimmerman	5/6/15	Online	Are Your Students Learning 2,000-3,000 Vocab Words a Year?	Cost: \$0.00
Kathy Diaz	5/15/15	Comfort Inn, Hackettstown, NJ	Dyslexia/Reading Disabilities and the Speech –Language Prof: What is Role?	Cost:\$0.00 Mileage:TBD
Christy Voorhees	7/16/15	Middlesex Regional ESC	Inter-Rater Reliability Training	Cost: \$149.00 Mileage: TBD

2. RESOLVED, that the Sussex County Educational Services Commission Board of Directors approve the reimbursement for travel expenses and parking for Andrea Romano, Superintendent to attend PERC on 5/29/15, in the amount of \$ TBD

3. RESOLVED, that the Sussex County Educational Services Commission Board of Directors approve the Food Service Agreement with the Sussex County Vocational School for the 2015-2016 school year, as attached.

4. RESOLVED, that the Sussex County Educational Services Commission Board of Directors accept the donation of six Acer Chromebooks donated by the NHA PTA, in the amount of \$990.00.

MOVE: Mr. Card		2ND: Ms. Ross	
Andover	Byram Aye	Franklin Aye	Fredon Aye
Hamburg Aye	Hampton Aye	Hardyston Aye	High Point Aye
Hopatcong Aye	Kittatinny Aye	Lafayette Abstain #3	Newton Aye
Stanhope Aye	Sussex-Wantage Aye	Vernon Aye	

Motion is carried

D. BUILDINGS AND GROUND

1. RESOLVED, that the Sussex County Educational Services Commission Board of Directors approve a contract with Willco Air Conditioning – Refrigeration-Heating, Inc for Maintenance on the HVAC System effective May 1, 2015 – April 30, 2016 in the amount of \$3,256.00
2. RESOLVED, that the Sussex County Educational Services Commission Board of Directors approve the Shared Services Agreement with Hopatcong Board of Education for a Certified Educational Facilities Director for the period of July 1, 2015 – June 30, 2016 in the amount of \$ 8,000.00.

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

Motion is carried

XVII. OLD BUSINESS

XVIII. NEW BUSINESS

1. Personnel Committee meeting on June 16th at 10 am.
2. Finance Committee meeting on June 18th at 10 am.
3. Second June Board Meeting – June 29th at 7 pm.

XIX. PUBLIC PARTICIPATION

There was no public participation.

XX. RESOLUTION FOR EXECUTIVE SESSION (Closed)

Motion by Ms. Douglas, seconded by Ms. Joyce Anderson, to adopt the following resolution and enter into closed Executive Session, all voiced in favor, at 8:20 p.m.:

WHEREAS, The Open Public Meetings Act, Chapter 231, PL 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Sussex County Educational Services Commission is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED, by the Sussex County Educational Services Commission, County of Sussex, State of New Jersey that a closed session will be held on June 1, 2015 for the purpose of legal and negotiations

BE IT FURTHER RESOLVED that the action of the board with regard to the above entitled subject matter shall be disclosed to the public at a later date and to the extent that the same is not prejudicial to the interests of the parties involved, and would not result in a possible invasion of their right to privacy.

Motion by Ms. Risley, seconded by Ms. Douglas, to close the Executive Session, all voiced in favor at 8:40 p.m.:

The Board entered into Regular Session entered into Regular Session at 8:40 p.m.

XXI. OTHER BOARD ACTION

There was no other board action.

XXII. ADJOURNMENT

a. There being no further business to come before the Board, the meeting was called to adjourn by Mr. Card and Seconded by Ms. Douglas, all voiced in favor, at 8:40 pm.

Respectfully Submitted,



Erin Dunstan
Business Administrator / Board Secretary

Important dates:

NEXT BOARD MEETING:

JUNE 29, 2014 at 7 P.M.