

SUSSEX COUNTY EDUCATIONAL SERVICES COMMISSION

August Minutes

Rescheduled August 24, 2015

REGULAR MEETING 7:00 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, Star Ledger, and at the County of Sussex Clerk's Office. Meeting notice was posted on the door at the Northern Hills Academy.

III. FLAG SALUTE

Mr. Moscatello led the salute to the flag.

IV. ROLL CALL

ANDOVER	MIKE MOREL	PRESENT (Arrived 7:15)
BYRAM	MARY ANN RISLEY	PRESENT
FRANKLIN	SUZANNE ROSS	ABSENT
FREDON	THOMAS KNUTELSKY	ABSENT
HAMBURG	CHARLOTTE AMBROSE	PRESENT
HAMPTON	JOYCE ANDERSON	PRESENT
HARDYSTON	NICK DEMSAK	PRESENT
HIGH POINT	DEBBIE ANDERSON	PRESENT
HOPATCONG	ROBERT NICHOLSON	ABSENT
KITTATINNY	MOIRA DOUGLAS	PRESENT
LAFAYETTE	LISA CARLSON	PRESENT
NEWTON	JOANIE FAYE	ABSENT
STANHOPE	GIL MOSCATELLO	PRESENT
SUSSEX-WANTAGE	TBD	ABSENT
VERNON	DAVID ZWEIER	PRESENT

ALSO PRESENT: Andrea Romano – Superintendent
Robin McMahon – Esq.
Erin Dunstan – Business Administrator / Board Secretary
Jen Kaufman - Principal
Beryl Zimmerman – Part-time Non-public Teacher
Bob Maikis – Sussex-Wantage Board Member

V. APPROVAL OF THE MINUTES

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

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

Motion is carried

VI. PRESIDENT’S COMMENTS:

VII. CORRESPONDENCE

1. E-mail from Parent

VIII.COMMITTEE REPORTS-

Personnel – Mr. Moscatello stated while inputting personnel information into the new CDK Personnel package a lot of little things were uncovered that haven’t been taken care of. Vacation time for part-time custodians was discussed along with possible outsourcing. We had a resignation from an Andover CST position and we will be holding them to the end of their contract. The Business office reorganization was discussed, we are trying to match jobs to skill sets.

Negotiations – none

Mr. Morel entered the meeting

Buildings and Grounds / Finance – Mr. Moscatello stated the committee met with Neil Piro from Hopatcong to discuss the up keep of the building. He stated we are understaffed for custodians and there have been issues with the cleanliness of the building. He is recommending a few things that we need to do, which total up to about \$17,000. We are trying to get the building to where it should be and then maintain it.

Programs and Services / Policy- none

IX. SUPERINTENDENT’S REPORT

Northern Hills Academy: Extended School year was completed. It was a 30 day program that concluded with a picnic for all the families of our students. In total, we had about 150 people on campus. We were able to provide food/beverages with such generosity by our families and staff. ESY saw several new staff members who were engaged in the learning process with our students. Culminating activities included a day at the Sussex County Fair with a good time had by all.

Changes will abound in the fall with regard to staffing. We have had several resignations within the related services department and we will have a whole new slate of speech therapists for the 2015-2016 school year. Several resignations can be attributed to geographic locations, others are based on salary.

The school hallways have been painted. The floors in the halls and most classrooms have been waxed. The bathrooms and all surfaces have been scrubbed. NHA has received a cosmetic face lift and it truly shows how a lot of hard work can make the appearance of the school better. Our shared services arrangement with Hopatcong has vastly improved the appearance of our school.

Non Public: Summer months are a time of cleaning up the previous year and planning for the next school year. The fun is beginning the support staff has been working on receiving the student paperwork back. Scheduling staff, working on creating quality program schedules and implementation of programming for 300 students with basic skills and supplemental instruction.

We have met with the NJDOE –fiscal auditors for a preliminary exit meeting. As of Monday, August 24th, we have 2 weeks to compile the remaining information before meetings with Sparta and Newton will commence for Exit Meetings.

We have met with Sparta Special Services to discuss the status of programming behind the scenes. Additional recommendations from a new CST Director and additional sharing of databases will hopefully streamline all efforts by support staff.

The Superintendent and Administrative Assistant have spent significant amount of time meeting with non-public schools new administrators and the host districts. Procedures and protocols have been worked out and now the remainder of the month will be spent working on identifying issues, student programming and staffing for non-public teachers in the Fall.

Final reports for the 2014-2015 are being completed and sent to districts. All contracts for 192/193, nursing, and IDEI-A have been sent to the districts.

Public School Services: Sussex ESC has been asked to provide services for a multitude of districts for the 2015-2016 school year. Staffing is being identified for public itinerant programming and contracts have been sent out for 2015-2016. We currently are trying to find staff to meet all the requests.

X. BUSINESS ADMINISTRATOR'S REPORT

The Business Office has completed the year end close for the 14-15 school year.

We have started the setup process for the CDK Personnel package. The package will allow us to track employee data, generate reports for the SMID and Staff Submission, and print forms that will be required under the Affordable Care Act.

XI. PUBLIC PARTICIPATION

There was no public participation

XII. OATH OF OFFICE BOARD OF DIRECTORS

Ms. Dunstan led the oath of office to Mr. Morel.

XIII. BOARD ACTION ON AGENDA ITEMS:

A. PERSONNEL

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

NAME	POSITION	EFFECTIVE DATE
Kathy Diaz	Part-time Non-Public Teacher	7/2/15
Erinmarie Ciallella	Speech Therapist	8/12/15
Caitlin Conahan	Speech Therapist	8/31/15
Anna Williamson	Part-time Paraprofessional	7/21/15
Christine Voorhees	Director of Special Services	9/29/15
Lisa Loewen	Part-time Paraprofessional	8/31/15

2. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors rescind the following ESY employment contracts.

NAME	EFFECTIVE DATE	POSITION	REASON
Tom Lennox	7/1/15	Part-time Paraprofessional	
Tayo Euston	7/1/15	Part-time Paraprofessional	

3. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors rescind the following 2015-2016 certificated staff employment contract.

NAME	SALARY	STEP	POSTION
Stefanie Surie	\$53,300.00	9 MA	Speech Therapist
Eric Pace	\$50,600.00	3 MA	School Psychologist

4. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors rescind the following 2015-2016 employment contracts.

NAME	POSITION	SALARY	EFFECTIVE DATE
Kristen VanClief	Part-time Paraprofessional	\$13.55 per hour not to exceed 29.75 hours a week	9/1/15-6/30/15 Incorrect rate
Mary Sullivan	Part-time Non-public Paraprofessional	\$19.50 per hour not to exceed 29.75 hours a week	9/1/15-6/30/15 Incorrect rate

5. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors rescind the following board motion from June 29, 2015: Rebecca Pietrowski to be paid for three professional development days at her per diem rate of \$252.99 per day for 8/24/15, 8/25/15, 8/26/15 due to workshop being rescheduled.
6. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following part-time paraprofessionals for the 2015-2016 school as needed, not to exceed 29.75 hours a week.

NAME	POSTION	STEP	SALARY	EFFECTIVE
Kristen VanClief	Part-time Paraprofessional	1	\$13.35 per hour	9/1/15-6/30/15

*Salary subject to change upon Contract Ratification

7. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following part-time non-public paraprofessionals for the 2015-2016 school year to work with eligible students as per their service plans, pending IDEA grant approvals and receipt of funding from the public school districts, not to exceed 29.75 hours per week at the step and rate listed below.

NAME	POSITION	STEP	SALARY	EFFECTIVE
Mary Sullivan	Non-public PT Paraprofessional	17	\$19.15	9/1/15-6/30/16

*Salary subject to change upon Contract Ratification

8. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the hiring of the following non-tenured staff, not to exceed 29.75 hours a week, as needed for the 2015 ESY program, pending paperwork completion.

NAME	POSITION	STEP	RATE	EFFECTIVE DATE
Elise Pastor	Paraprofessional	1	\$13.35 per hour	7/1/15-8/12/15

*Salary subject to change upon Contract Ratification

9. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the hiring of the following certificated staff.

NAME	POSITION	STEP	SALARY	EFFECTIVE DATE
Brianna Collinson	Itinerant School Social Worker (Full Time)	2 MA	\$50,150	9/1/15-6/30/16
TBD	Speech Therapist	1 BA	Not to exceed \$46,550	9/1/15-6/30/16
TBD	Speech Therapist	21 MA	Not to exceed \$67,600	10/10/15-6/30/16

*Salary subject to change upon Contract Ratification

10. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the hiring of the following part-time non-public certificated staff for the 2015-2016 school, as needed not to exceed 29.75 hours a week.

NAME	POSITION	STEP	SALARY	EFFECTIVE
Lisa-Ann Smith	Part-time Non-public Teacher	16	\$32.99 per hour	9/1/15-6/30/16
Kerry Winfield	Part-time Non-public Teacher	15	\$32.19 per hour	9/1/15-6/30/16

*Salary subject to change upon Contract Ratification

11. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following long term substitute with a CEAS in Mathematics for the 2015-2016 school year, not to exceed 29.75 hours a week, as needed.

NAME	POSITION	STEP	SALARY	EFFECTIVE
Ann Yaccarino	Long Term Substitute with a CEAS in Mathematics	1	\$23.28 per hour	9/1/15-6/30/16

*Salary subject to change upon Contract Ratification

12. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve one additional day for Kathleen Grennan at Andover Regional at \$367.39 per diem, effective August 2015.

*Salary subject to change upon Contract Ratification

13. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following home instructors for the 2015-2016 school year.

NAME	POSITION	SALARY	EFFECTIVE DATE
Elizabeth Arniella	Home Instruction	\$35 per hour	9/1/15-6/30/16
Jennifer Beshada	Home Instruction	\$35 per hour	9/1/15-6/30/16
Judy Comment	Home Instruction	\$35 per hour	9/1/15-6/30/16
Sally Crabb	Home Instruction	\$35 per hour	9/1/15-6/30/16
Stephanie DeFelice	Home Instruction	\$35 per hour	9/1/15-6/30/16
Mary Dunbar	Home Instruction	\$35 per hour	9/1/15-6/30/16
Karra Hansen-Mueller	Home Instruction	\$35 per hour	9/1/15-6/30/16
Alesandra Kasharian	Home Instruction	\$35 per hour	9/1/15-6/30/16
Michael Matthews	Home Instruction	\$35 per hour	9/1/15-6/30/16
Michael Ness	Home Instruction	\$35 per hour	9/1/15-6/30/16
Caitlin O'Brien Diaz	Home Instruction	\$35 per hour	9/1/15-6/30/16
Rebecca Pietrowski	Home Instruction	\$35 per hour	9/1/15-6/30/16
Valerie Pucio	Home Instruction	\$35 per hour	9/1/15-6/30/16
Christine Rudinsky	Home Instruction	\$35 per hour	9/1/15-6/30/16
Amber Werner	Home Instruction	\$35 per hour	9/1/15-6/30/16
Beryl Zimmerman	Home Instruction	\$35 per hour	9/1/15-6/30/16
Lisa-Ann Smith	Home Instruction	\$35 per hour	9/1/15-6/30/16
Kerry Winfield	Home Instruction	\$35 per hour	9/1/15-6/30/16
Ann Yaccarino	Home Instruction	\$35 per hour	9/1/15-6/30/16

14. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the hiring of the following certificated staff for the after school Jump Start Program to be held at Sussex Vo-tech not to exceed 28 hours weekly.

NAME	POSITION	EFFECTIVE DATE	LOCATION	SALARY
Elizabeth Zetterstrom	Literacy Coach	September 1, 2015 – June 30, 2016	Sussex Vo-tech	\$60.00 per hour

15. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the hiring of the following part-time certificated staff up to 29.75 hours a week as needed, pending completion of paperwork.

NAME	POSITION	EFFECTIVE DATE	SALARY	STEP
Vivian Alexander	LDTC	September 1, 2015 – June 30, 2016	\$35.39 per hour	19

*Salary subject to change upon Contract Ratification

16. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the Donna Grossman as a substitute nurse for Northern Hills Academy for the 2015-2016 school year, at a rate of \$25.61 per hour, step 6, as needed, not to exceed 29.75 hours a week.
17. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the revisions to the following job descriptions, as attached:

- Physical Therapist
- Paraprofessional
- Paraprofessional with Substitute Certificate
- Part-time Nurse
- Speech Therapist
- Teacher – Teacher of Students with Disabilities/Teacher of Handicapped

18. **WHEREAS**, the Sussex County ESC Board of Directors ("the Board") and Superintendent of Schools Ms. Romano ("the Superintendent") have agreed to establish one (1) quantitative and one (1) qualitative merit goals for the 2015-2016 school year; and

WHEREAS, the goals must be submitted to the Sussex County Executive County Superintendent for review and approval; and

WHEREAS, each goal, its criteria serving as evidence of completion, and the timeline for completion shall be described; and

WHEREAS, the Board and the Superintendent have mutually agreed to said goals, which have been reduced to writing along with the various elements required.

NOW, THEREFORE, BE IT RESOLVED, that the Superintendent's 2015-2016 merit goals shall be submitted to the Sussex County Superintendent of Schools for review and approval.

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

Motion is carried

B. POLICY

1. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the first reading of the 2015-2016 Purchasing Manual, as attached.
2. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the first reading of the following revised policies and regulations:

- P3212 ATTENDANCE
- P4212 ATTENDANCE
- R3212 PROFESSIONAL STAFF ATTENDANCE
- R4212 SUPORT STAFF ATTENDANCE

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

Motion is carried

C. FINANCE

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

June 2015 Payroll	\$266,974.72
July 2015 Payroll	\$163,592.78
June (Fund 10) Additional Bills	\$ 1,118.92
July (Fund 10) Bills	\$ 50,525.83
August (Fund 10) Bills	\$130,815.94
August (Fund10) Additional Bills	\$ 4,640.14
August (Fund 30) List of Bills	\$ 1,800.00

- RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the Board Secretary's Report and Treasurer's Report for June 2015 (as attached).
- RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the attached list of budget transfers for June 2015.
- RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the budget decrease for June 2015 of \$307,810.00.
- WHEREAS**, the Governor, in consultation with the State Treasurer and pursuant to N.J.S.A. 18A:18A-3(b), on July 1, 2015 has increased the bid threshold amount for school districts whose purchasing agents do not possess a qualified purchasing agent (QPA) certificate, from \$26,000 to \$29,000.

WHEREAS, the Sussex County Educational Services Commission would like to take advantage of the maximum statutory bid threshold amount of \$29,000 for school districts who do not have a qualified purchasing agent;

NOW, THEREFORE BE IT RESOLVED, that the Sussex County Educational Services Commission establishes and sets the bid threshold amount of \$29,000 for the board of education, and further authorizes Erin Dunstan School Business Administrator to award contracts, in full accordance with N.J.S.A. 18A:18A-3(a), for those purchases that do not exceed in the aggregate the newly established bid threshold amount.

- RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the settlement agreement between Sussex County Educational Services Commission and the Educational Services Employees' Association, Inc. that is in the hands of each board member and authorize the board president to sign in on behalf of the board.
- RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the participation agreement for cooperative purchasing of electric services through the MRESC cooperative pricing system, as attached.
- RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the agreement for the 403(b) plan document for public education organizations, as attached.
- RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the Joint Transportation Agreement with Sussex County Regional Transportation Cooperative, as attached.

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

Motion is carried

D. PROGRAMS AND SERVICES

1. **RESOLVED**, that the following appointment be made for the period of August 25, 2015 – June 30, 2016:

WHEREAS, there exists a need for a School Psychologist 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 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:

Arthur Strock be appointed to provide Psychological Services at a rate \$55 an hour for hourly services, \$205 for Initial or reevaluation assessment, \$110 for annual reviews, \$55 for evaluation planning meeting and \$160 for additional – per case for case manager (initials and reevaluations only) for a maximum amount not to exceed \$100,000 for the period of August 25, 2015 – June 30, 2016.

Brianne Dennis be appointed to provide Psychological Services at a rate \$55 an hour for hourly services, \$205 for Initial or reevaluation assessment, \$110 for annual reviews, \$55 for evaluation planning meeting and \$160 for additional – per case for case manager (initials and reevaluations only) for a maximum amount not to exceed \$100,000 for the period of August 25, 2015 – June 30, 2016.

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 2015-2016 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 August 24, 2015 regular meeting:

Arthur Strock – School Psychologist
Brianne Dennis – School Psychologist

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 appointment be made for the period of August 25, 2015 – June 30, 2016:

WHEREAS, there exists a need for a Learning Disabilities Teacher 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 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:

Mike Podhoretz be appointed to provide LDTC Services at a rate \$55 an hour for hourly services, \$205 for Initial or reevaluation assessment, \$110 for annual reviews, \$55 for evaluation planning meeting and \$160 for additional – per case for case manager (initials and reevaluations only) for a maximum amount not to exceed \$100,000 for the period of August 25, 2015 – June 30, 2016.

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 2015-2016 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 August 24, 2015 regular meeting:

Michael Podhoretz - LDTC

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 following appointment be made for the period of August 25, 2015 – June 30, 2016:

WHEREAS, there exists a need for a Social Worker 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 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:

Arthur Strock be appointed to provide Social Worker Services at a rate \$55 an hour for hourly services, \$205 for Initial or reevaluation assessment, \$110 for annual reviews, \$55 for evaluation planning meeting and \$160 for additional – per case for case manager (initials and reevaluations only) for a maximum amount not to exceed \$100,000 for the period of August 25, 2015 – June 30, 2016.

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 2015-2016 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 August 24, 2015 regular meeting:

Arthur Strock – Social Worker

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

4. **RESOLVED**, that the following appointment be made for the period of August 25, 2015 – June 30, 2016:

WHEREAS, there exists a need for a Speech Therapist 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 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:

Keri Carrino-Bracchi be appointed to provide Speech Services at a rate \$55 an hour for hourly services, \$205 for Initial or reevaluation assessment, \$110 for annual reviews, \$55 for evaluation planning meeting and \$160 for additional – per case for case manager (initials and reevaluations only) for a maximum amount not to exceed \$100,000 for the period of August 25, 2015 – June 30, 2016.

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 2015-2016 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 August 24, 2015 regular meeting:

Keri Carrino-Bracchi – Speech Therapist

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

5. **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	8/4/15	Sussex County Farm & Horse Show	Augusta, NJ	Cost: \$308 Transportation: TBD
All	9/9/15, 9/11/15, 10/7/15, 10/9/15, 11/11/15, 11/13/15, 3/9/16, 3/11/16, 4/6/15, 4/8/16, 5/11/16, 5/13/16, 6/8/16, 6/10/16	Swimming	YMCA Hardyston, NJ	Cost: \$1,750 \$125 each visit Transportation: TBD

6. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors rescind the following professional development activities.

STAFF MEMBER	DATE	LOCATION	PROGRAM	COST
Erin Dunstan	7/30, 7/31, 8/11 & Online	Monroe, NJ	Affirmative Action Officer Certificate Program	Cost: \$450.00 Mileage: \$130.20

7. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following professional development proposal as listed.

SCHOOL DISTRICT	DATE	PROGRAM	FEE	STAFF MEMBERS
Kittatinny Regional School District	September 3, 2015	Strategies for Paraprofessionals	\$125.00 per hour for 3 hours	Sara Klejmont -- Social Worker Dana Nucera -- Behavior Specialist

8. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following professional development activities.

Staff Member	Date	Location	Program	Cost
Erin Dunstan	8/18/15	Great Meadows, NJ	Keeping Our Children Safe, One School at a Time	Cost: \$0.00 Mileage: TBD
Erin Dunstan	9/10/15	Rockaway, NJ	Affordable Care Act – Reporting	Cost: Part of \$250.00 NJASBO Subscription fee for workshops Mileage: TBD
Erin Dunstan	10/15/15	Rockaway, NJ	Ethics	Cost: Part of \$250.00 NJASBO Subscription fee for workshops Mileage: TBD
Erin Dunstan	11/17/15	Rockaway, NJ	School Ethics Advisory Decisions followed by Panel Discussion "What would you do?"	Cost: Part of \$250.00 NJASBO Subscription fee for workshops Mileage: TBD
Erin Dunstan	2/9/16	Rockaway, NJ	Purchasing	Cost: Part of \$250.00 NJASBO Subscription fee for workshops Mileage: TBD
Erin Dunstan	3/15/16	Rockaway, NJ	Audits/Fraud	Cost: Part of \$250.00 NJASBO Subscription fee for workshops Mileage: TBD
Jackie Klinger	9/10/15	Rockaway, NJ	Affordable Care Act – Reporting	Cost: \$50.00 Mileage: TBD
Andrea Romano	7/29/15	NJ Forensics Science Center, Hamilton, NJ	Regional Training Session Certification and PD	Cost: \$0.00 Mileage: TBD
Andrea Romano	8/3/15	RVCC, Branchburg, NJ	SGO 2.1	Cost: \$0.00 Mileage: TBD
Erin Dunstan	8/10/15	College of St. Elizabeth	Regional Training Session Certification and PD	Cost: \$0.00 Mileage: TBD
Jackie Klinger	8/10/15	College of St. Elizabeth	Regional Training Session	Cost: \$0.00 Mileage: TBD

			Certification and PD	
Andrea Romano	8/18/15	Vernon School District	Strong IRR Training	Cost: \$0.00 Mileage: TBD
Jennifer Kaufman	8/18/15	Vernon School District	Strong IRR Training	Cost: \$0.00 Mileage: TBD
Rebecca Pietrowski	7/27/15-7/29/15	Morris Plains	NJKEA Teaching Strategies GOLD Training	Cost: \$0.00 Mileage: TBD
Andrea Romano	9/29/15	Monroe, NJ	School Negligence	Cost: \$0.00 Mileage: TBD
Erin Dunstan	9/29/15	Monroe, NJ	School Negligence	Cost: \$0.00 Mileage: TBD

9. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors accept the donation from NHA PTA a Luxor 12 slot laptop/tablet computer charging station in the amount of \$516.99
10. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following Jump Start after school program to be held at Sussex Vo-tech from September 15, 2015 – June 30, 2016.
11. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors enter into contracts for ancillary services under Public School Itinerant Programming with the following public school districts.

Byram
Green
Hamburg
Hampton
Hopatcong
Kittatinny
Newton
Sussex-Wantage

12. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors enter into contracts with the following school districts for non-public school services under 192/193, nursing, IDEA for the 2015-2016 school year.

Sparta Public School District
Hampton Township Public School District
Vernon Township Public School District
Newton Public School District
Green Public School District
Kittatinny Regional High School
Sussex-Wantage Regional School District
Warren Hills Regional School District
Franklin Public School District
Washington Township Public Schools, Warren County

13. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors enter into tuition contracts with the following school districts for their students to attend educational programs at Northern Hills Academy for the 2015-2016 school year at the BOE tuition rates.

Fredon Public School District	Butler Public School District, Morris County
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Sparta Public School District	High Point Public School District
Hopatcong Public School District	Sussex/Wantage Public School District
Blairstown Public School District	Frankford Public School District
Lafayette Public School District	Byram Public School District
Great Meadows Public School District, Warren County	Warren Hills Public School District, Warren County
Wallkill Valley Public School District	Vernon Public School District
Green Public School Districts	Franklin Public School District
Jefferson Public School District, Morris County	Ogdensburg Public School District
Lenape Valley Public School District	Montague Public School District
North Warren Public School District, Warren County	Oxford Public School District, Warren County

14. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following list of Community Based Instruction sites for the 2015-2016 school year.

Walmart
 Stop and Shop
 Kohl's
 Sparta Library
 YMCA

15. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve a stipend for teacher mentors at a rate of \$550 for the traditional program and \$1,000 for the alternate route program, not to exceed 5 mentoree's.

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

E. BUILDINGS AND GROUNDS

1. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors on the recommendation of the Architect, approve final payment (application #7) to Zitone Construction & Supply Co., Inc. in the amount of \$1,800.00 for site improvements to the parking lot and playground area and accept the project as complete.

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

Motion is carried

XIV. RESOLUTION FOR EXECUTIVE SESSION (Closed)

Motion by Mr. Morel, seconded by Ms. Joyce Anderson, to adopt the following resolution and enter into closed Executive Session, all voiced in favor, at 7:33 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 August 24, 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 Mr. Morel, seconded by Ms. Carlson, to close the Executive Session, all voiced in favor, at 7:45 p.m.:

The Board entered into Regular Session entered into Regular Session at 7:45 p.m.

XV. OLD BUSINESS:

1. HVAC System New Classroom - We are very pleased with the new architect. The board would like Parette Somjen to do the design to the fix the HVAC in the new classroom.

NEW BUSINESS:

1. Maintenance – We are recommending a part-time custodian for during the day.

XVI. PUBLIC PARTICIPATION

No public participation

XVII. OTHER BOARD ACTION

There was no other board action.

XVIII. ADJOURNMENT

- a. There being no further business to come before the Board, the Meeting was called to adjourn by Mr. Morel and Seconded by Ms. Carlson.

At 8:03 P. M.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Erin Dunstan".

Erin Dunstan
Business Administrator / Board Secretary

Important dates:

NEXT BOARD MEETING:

September 14, 2015 at 7 PM