

**SUSSEX COUNTY EDUCATIONAL SERVICES COMMISSION**

**May Minutes**

**May 8, 2017**

**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 (7:10)
BYRAM	MARY ANN RISLEY	PRESENT
FRANKLIN	SUZANNE ROSS	PRESENT
FREDON	THOMAS KNUTELSKY	ABSENT
HAMBURG	CHARLOTTE AMBROSE	PRESENT
HAMPTON	JOYCE ANDERSON	PRESENT
HARDYSTON	SUSANA POHL	ABSENT
HIGH POINT	DEB ANDERSON	ABSENT
HOPATCONG	ANTHONY FASANO	ABSENT
KITTATINNY	MOIRA DOUGLAS	PRESENT
LAFAYETTE	LISA CARLSON	PRESENT
NEWTON	JOANIE FAYE	PRESENT
STANHOPE	GIL MOSCATELLO	PRESENT
SUSSEX-WANTAGE	SUSAN LANGAN	ABSENT
VERNON	DAVID ZWEIER	PRESENT

ALSO PRESENT: Andrea Romano - Superintendent  
Erin Siipola - Business Administrator / Board Secretary  
Jennifer Cook - Principal  
Jeanne Oritiz - Physical Therapist

## **V. APPROVAL OF THE MINUTES**

Motion by Ms. Faye, Seconded by Ms. Ambrose, to approve the following minutes:

April 3, 2017 Regular Meeting

April 3, 2017 Executive Session

Voice vote: All voiced in favor .

## **VI. PRESIDENT'S COMMENTS:**

Mr. Moscatello stated it is hard to believe it's May already. He thanked the board for the time they have put in at Sussex ESC.

Mr. Morel arrived.

## **VII. CORRESPONDENCE**

1. May 2017 Calendar
2. May 2017 Lunch Menu
3. Honeywell Instant Alert Memo
4. Parent Training - May 16th
5. Autism Awareness Month Memo
6. Pawprints Newsletter

## **VIII. COMMITTEE REPORTS**

Personnel & Negotiations – Mr. Moscatello stated the committee met and discussed certified staff renewals and non-renewals. The committee also discussed open ESY positions, the shared service agreement with Hopatcong for Facilities Director and requiring pre-employment physicals for new staff.

Buildings and Grounds / Finance - Mr. Moscatello stated the committee met and discussed replacing Neil with another shared service agreement. The committee also discussed the roof repair, HVAC contract, summer maintenance schedule and pothole repairs in the parking lot.

Programs and Services / Policy - None

## **IX. SUPERINTENDENT'S REPORT**

Superintendent has been across the Sussex and Warren Counties this month attending meetings and meeting with school leaders in preparation for next school year programming. Each of the host districts for Non- Public Schools has a meeting scheduled or has met with the Superintendent to review programming for the 2016-2017 school year and to plan for programming for 2017-2018 school year. In some instances, both the BA and Non Public Administrative Assistant have/or are scheduled to attend.

Superintendent attended training at NJASA regarding training new Superintendents, Principals and Child Study Team members. This will be beneficial to the turnover of administrators in Sussex County.

Superintendent also attended a meeting with the ESC of NJ, Bergen County Special Services School District, NJDOE Non-Public and NJDOE legal team to discuss changes to Non Public programming.

Working collaboratively with Morris County ESC, Sussex ESC is looking to possibly partner with them to discuss transportation opportunities. This would be a new endeavor for the SCESC and one that we would fully need to explore in order to execute well.

### **Northern Hills Academy-**

April was Awesome! April's Monthly Curricular Themes were Autism Awareness, Differences & Acceptance, Animal Life Cycles, Physical Science: Light & Sound and Earth Day. Swimming picked back up again at the SCYMCA and our students were very excited. April's Scouting Pack Meeting for the month was Everything Spring. Students along with the leadership of Ms. Jeanne and Ms. Karra worked on several NHA beautification projects. We had our monthly visits from our furry friends with Pet Therapy. NHA monthly clubs were held and filled with activities based on a variety of themes. Ms. Karra's, Ms. Amber's, and Ms. Caitlin's classes attended a CBI trip to Rockaway Mall for some spring shopping and lunch. It was a successful experience for all participants!

NHA celebrated Autism Awareness Month with many special events and activities. Staff donated \$2 on each Wednesday for a Dress Down Day that raised money for AutismNJ. Parents, Families, Staff, and Students donated \$1 towards our Autism Awareness Walk-a-Thon on May 13th. A total of \$215.25 was raised for this great cause. Throughout the beginning of the month, students created several craft items to sell at their Autism Awareness Craft Sale. They were able to raise \$105.00 for their Ice Cream Social. Thank you to Ms. Dana and Ms. Karra for leading the Autism Awareness Committee this month! Check out our Twitter and Facebook accounts to see all the fun in photos!

For our April Professional Development meeting, staff were provided training in Task Analysis and Dynamic Learning Maps. The PARCC assessment was scheduled for the last week in April and was successfully completed online. DLM testing began on April 25th and is finishing up the second week of May.

We finished up the month with an amazing experience on April 27th. Our culminating activity for Autism Awareness Month was joined together with our Staff's Take Your Daughters and Sons to Work Day. Our theme for this day was "Building an Inclusive Community." We had 20 students of employees participate in this special day. The day started with a group activity in the MPR. Visiting students were scheduled throughout the morning to visit classrooms to observe in, read to, and play with. They were then treated to a Pizza Party lunch by the administration. In the afternoon, they joined NHA students for an Ice Cream Social outside on the playground with music and dancing. It was a beautiful day at NHA in many ways!!!

We are looking forward to a Motivating month of May!

**Non Public**

Programming continues with all services at Non Public schools.. Programming will continue through June 9<sup>th</sup>. Although each non-public school has an end of the year routine with final exams and last service dates that SCESC tries to be respectful of. Initial examinations and/or referrals continue to come in and SCESC will support the testing windows of the students according to NJAC, however with time constraints due to NJAC, some of the student referrals will be referred back to school districts over the summer months.

This time of year, teachers are working with staff in the non-public schools to analyze test scores and determine student eligibility criteria for Chapter 192. Tally sheets are reviewed by Individual Student Reports (ISR's), collaboration occurs with Non Public School Administrators and information is sent out to parents.

#### **X. BUSINESS ADMINISTRATOR'S REPORT**

The Business Office has been busy here and at Lafayette prepping for the transition of the Acting Business Administrators during Mrs. Siipola's maternity leave. All information has been shared to make a seamless transition.

Over Spring Break, both of the Acting Business Administrator's for each district came to each school to discuss job details, meet key-players and discussed the status of each school organization.

The Business Office has worked diligently to be in a comfortable place for when Mrs. Siipola leaves for her maternity replacement.

#### **XI. PUBLIC PARTICIPATION**

There was no public participation.

#### **XII. RESOLUTION FOR EXECUTIVE SESSION (Closed)**

**Motion by Ms. Carlson, seconded by Ms. Ross,** to adopt the following resolution and enter into closed Executive Session, all voiced in favor, at 7:22 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 May 8, 2017 for the purpose of Personnel.*

*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. Carlson, seconded by Ms. Risley,,** 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.

**XIII. BOARD ACTION ON AGENDA ITEMS:**

**A. PERSONNEL**

1. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following tenured certificated staff members for employment for the 2017-2018 school year:

NAME	POSITION	STEP	17/18 SALARY	NOTES
Jennifer Beshada	Teacher	10 BA	\$52,520.00	
Kathleen Grennan	LDTC	21 MA	\$69,990.00	Non-public
Karra Hansen - Mueller	Teacher	19 BA	\$62,170.00	
Caitlin Diaz	Teacher	8 BA	\$51,620.00	
Christine Rudinsky	Teacher	TBD	TBD	
Jeanne Ortiz	Physical Therapist	21 MA	\$69,990.00	
Amber Werner	Teacher	7 BA	\$51,170.00	

2. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following non-tenured certificated staff members for employment for the 2017-2018 school year:

NAME	POSITION	STEP	17/18 SALARY	NOTES
Ricki Block	Speech Therapist	21 MA	\$69,990.00	
Katie McNamara	Speech Therapist	2 MA	\$52,995.00	
Dawn DiLascio	Social Worker	17MA	\$62,790.00	Non-public

Sara Klejmont	Social Worker	12 MA	\$55,895.00	
Rebecca DeFeo	Teacher	3 BA	\$48,585.00	
Jennifer Merkler	Speech Therapist	15 MA	\$59,990.00	
Deirdre Romano	Speech Therapist	2 MA	\$52,545.00	
Alyssa Summer	Teacher	3 BA	\$48,585.00	
Jennifer Satmaria	Occupational Therapist	4 MA	\$53,445.00	

3. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following non-certificated staff members for employment for the 2017-2018 school year:

NAME	POSITION	STEP	17/18 SALARY	NOTES
Dana Nucera	Behavior Specialist	5 BA	\$50,275.00	

4. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve Robin Bezold, non-certificated, full-time school nurse for the 2017-2018 school at a rate of \$49,825.00, step 4 BA.

**BE IT FURTHER RESOLVED**, that Robin Bezold continue in a New Jersey approved college program for the school nurse/non-instructional or instructional endorsement program for the 2017-2018 school year.

**BE IT FURTHER RESOLVED**, that Robin Bezold will maintain a current New Jersey Registered Professional Nurse License issued by the New Jersey State Board of Nursing, and an AED/CPR Certificate.

5. **RESOLVED**, that the Sussex County Board of Directors approve the increment withholding for employee number 00294 for the 2017-2018 school year.
6. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following part-time non-certificated staff members for employment for the 2017-2018 school year, not to exceed 28 hours a week:

NAME	POSITION	STEP	17/18 SALARY	NOTES
Lisa Guido - Zerner	OT - CODA	2	\$24.38 per hour	

7. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following part-time, non-public, tenured certificated staff members for employment for the 2017-2018 school year, not to exceed 28 hours a week, pending grant fund entitlements:

NAME	POSITION	STEP	17/18 SALARY	NOTES
Beryl Zimmerman	Non-public Teacher	15	\$32.53 per hour	

8. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following part-time, non-public, non-tenured certificated staff members for employment for the 2017-2018 school year, not to exceed 28 hours a week, pending grant fund entitlements:

NAME	POSITION	STEP	17/18 SALARY	NOTES
Stephanie DeFelice	Non-public Teacher	9	\$28.09 per hour	
Lisa Ann Smith	Non-public Teacher	18	\$34.75 per hour	
Kerry Winfield	Non-public Teacher	17	\$33.27 per hour	

9. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve Pam Brillante as a non-tenured, part-time supervisor, for the 2017-2018 school year, at a rate of \$78.80 per hour to assist with teacher evaluations, curriculum and professional development, not to exceed 28 hours a week.

10. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following non-tenured administrative staff for the 2017-2018 school year:

NAME	POSITION	17/18 SALARY	NOTES
Jennifer Cook	Principal	\$89,175.00	

11. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following tenured administrative staff for the 2017-2018 school year, pending Department of Education approval:

NAME	POSITION	17/18 SALARY	NOTES
Erin Siipola	Business Administrator / Board Secretary	\$126,959.00 (\$97,792.00 SCEESC - \$29,167 Lafayette -)	Shared Service Contract with Lafayette

12. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve Andrea Romano as Superintendent for the 2017-2018 school year at a salary of \$139,265.00.

13. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following home instructors for the 2017-2018 school year:

NAME	POSITION	SALARY	EFFECTIVE DATE
Jennifer Beshada	Home Instruction	\$35 per hour	7/1/17 - 6/30/18
Stephanie DeFelice	Home Instruction	\$35 per hour	7/1/17 - 6/30/18
Kara Hansen-Mueller	Home Instruction	\$35 per hour	7/1/17 - 6/30/18
Caitlin Diaz	Home Instruction	\$35 per hour	7/1/17 - 6/30/18
Rebecca DeFeo	Home Instruction	\$35 per hour	7/1/17 - 6/30/18
Amber Werner	Home Instruction	\$35 per hour	7/1/17 - 6/30/18
Beryl Zimmerman	Home Instruction	\$35 per hour	7/1/17 - 6/30/18
Lisa-Ann Smith	Home Instruction	\$35 per hour	7/1/17 - 6/30/18
Kerry Winfield	Home Instruction	\$35 per hour	7/1/17 - 6/30/18
Jeanne Ortiz	Home Instruction	\$35 per hour	7/1/17 - 6/30/18
Jennifer Satmaria	Home Instruction	\$35 per hour	7/1/17 - 6/30/18
Ricki Block	Home Instruction	\$35 per hour	7/1/17 - 6/30/18
Katie McNamara	Home Instruction	\$35 per hour	7/1/17 - 6/30/18
Alyssa Summer	Home Instruction	\$35 per hour	7/1/17 - 6/30/18
Jennifer Merkler	Home Instruction	\$35 per hour	7/1/17 - 6/30/18



Deirdre Romano	Home Instruction	\$35 per hour	7/1/17 - 6/30/18
Lisa Guido-Zemer	Home Instruction	\$35 per hour	7/1/17 - 6/30/18

14. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors, approve the hiring of the following part-time paraprofessionals, not to exceed 28 hours a week, pending completion of all required paperwork.

NAME	POSITION	STEP	SALARY	EFFECTIVE DATE
Katrine Rubenstein	Part-time Para-Professional	12	\$16.40 per hour	May 9, 2017- June 30, 2017
Gianna Masino	Part-time Para-Professional	1	\$13.50 per hour	May 9, 2017- June 30, 2017
Cassandra Hillmer	Part-time Paraprofessional	8	\$14.77 per hour	May 9, 2017- June 30, 2017
TBD	Part-time Paraprofessional	Not to exceed step 26	Not to exceed \$25.60	May 9, 2017- June 30, 2017
TBD	Part-time Paraprofessional	Not to exceed step 26	Not to exceed \$25.60	May 9, 2017- June 30, 2017
TBD	Part-time Paraprofessional	Not to exceed step 26	Not to exceed \$25.60	May 9, 2017- June 30, 2017
Stacey McCarthy	Part-time Paraprofessional	10	\$15.49 per hour	May 9, 2017- June 30, 2017

15. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors, approve the hiring of the following substitute teachers, not to exceed 28 hours a week, pending completion of all required paperwork.

NAME	POSITION	STEP	SALARY	EFFECTIVE DATE
Katrine Rubenstein	Substitute Teacher	12	\$16.40 per hour + \$5 per hour	May 9, 2017- June 30, 2017
Gianna Masino	Substitute Teacher	1	\$13.50 per hour + \$5 per hour	May 9, 2017- June 30, 2017

16. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the hiring of Andrew Tisdale, part-time Summer Kids Inclusion Program teacher, step 1, \$23.19 per hour, not to exceed 28 hours a week, from July 5, 2017 through August 15, 2017.
17. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve Dom Gaston for Home Instruction at an hourly rate of \$35 per hour, not to exceed 28 hours a week, effective January 3, 2017 through June 30, 2017.

MOVE: Ms. Risley		2ND: Ms. Ross	
Andover Aye	Byram Aye	Franklin Aye	Fredon
Hamburg Aye	Hampton Aye	Hardyston	High Point
Hopatcong	Kittatinny Aye	Lafayette Aye	Newton Aye
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 second readings of the following bylaw, policy, and regulation updates:

### Bylaws

INTRODUCTION 0000.01  
INTRODUCTION 0000.02

### Policy

Program 2415.06 UNSAFE SCHOOL CHOICE OPTION  
Program 2460 SPECIAL EDUCATION  
Program 2467 SURROGATE PARENTS AND FOSTER PARENTS  
Program 2622 STUDENT ASSESSMENT  
Students 5116 EDUCATION OF HOMELESS CHILDREN  
Students 5460 HIGH SCHOOL GRADUATION  
Property 7446 SCHOOL SECURITY PROGRAM  
Operations 8350 RECORDS RETENTION

### Regulations

R 2460 SPECIAL EDUCATION  
R 2460.8 SPECIAL EDUCATION - FREE AND APPROPRIATE PUBLIC EDUCATION  
R 2460.9 SPECIAL EDUCATION - TRANSITION FROM EARLY INTERVENTION PROGRAMS

TO PRESCHOOL PROGRAMS  
R 2460.15 SPECIAL EDUCATION – IN-SERVICE TRAINING NEEDS FOR  
PROFESSIONAL AND PARAPROFESSIONAL STAFF  
R 2460.16 SPECIAL EDUCATION - INSTRUCTIONAL MATERIAL TO  
BLIND OR PRINT-DISABLED STUDENTS

2. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the purchasing policy for the 2017-2018 school year, as attached.
  
3. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the policies and procedures for eligibility under Part B of the IDEA, as attached.

MOVE: Ms. Risley		2ND: Ms. Ross	
Andover Aye	Byram Aye	Franklin Aye	Fredon
Hamburg Aye	Hampton Aye	Hardyston	High Point
Hopatcong	Kittatinny Aye	Lafayette Aye	Newton Aye
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:

April Payroll	\$ 235, 168.66
April (Fund 10) Check Register	\$ 3,328.92
May (Fund 10) Bills List	\$ 74,534.32
May (Fund 10) Additional Bill List	\$ 19,780.03
May (Fund 20) List of Bills	\$ 2,289.03

2. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the Board Secretary's Report and Treasurer's Report for March 2017 (as attached).
  
3. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the attached list of budget transfers for March 2017.
  
4. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the budget increase in the amount of \$74,241.72.

5. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors hereby renews its health and dental insurance plans with the Public Employer Trust for the 2017-2018 school year, per the terms of its proposal dated April 12, 2017; and

**BE IT FURTHER RESOLVED**, that the Business Administrator is hereby authorized to execute the applicable plan documents on behalf of the Commission.

6. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the renewal of Ameriflex as the Board's COBRA and retiree billing services administrator for the period of June 1, 2017 through May 31, 2018.
7. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the 2017-2018 consultant rates for LDTC, Speech Therapist, School Psychologist, and Social Worker as follows:

Hourly Services:	\$55.00 per hour
Initial or Reevaluation	\$205.00
Annual Review	\$110.00
Evaluation Planning Meeting	\$55.00
Additional Per Case for Case Manager (Initials and Re-evaluation only)	\$160.00

MOVE: Ms. Risley		2ND: Ms. Joyce Anderson	
Andover Aye	Byram Aye	Franklin Aye	Fredon
Hamburg Aye	Hampton Aye	Hardyston	High Point
Hopatcong	Kittatinny Aye	Lafayette Aye	Newton Aye
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 July 1, 2017 – June 30, 2018:

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:

Brianne Dennis be appointed to provide School Psychologist 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 July 1, 2017 – June 30, 2018.

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 2017-2018 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 May 8, 2017 regular meeting:

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 July 1, 2017 – June 30, 2018:

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:

Anita Sullivan be appointed to provide Speech Therapist 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 July 1, 2017 – June 30, 2018.

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 professional 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 2017-2018 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 May 8, 2017 regular meeting:

Anita Sullivan – Speech Therapist

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 rescind the following workshops.

Staff Member	Date	Location	Program	Cost
Jackie Klinger	5/3/17	Washington, NJ	CDK End of Year Personnel Training	Cost: \$0.00 Mileage: TBD

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

Staff Member	Date	Location	Program	Cost
Jennifer Cook	7/11/17, 7/19/17, 7/24/17	Monroe, NJ	NJL2L- NJ Leadership Academy	Cost: \$0 Mileage: \$98.95 (17-18)
Sara Klejmont	7/18/17- 7/21/17	Morris Union Jointure Commission	CPI Trainer Training	Cost: \$2850.00 Mileage: TBD (17-18)

5. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approves the following NHA Field Trips

Staff Member	Date	Field Trip	Location	Cost
Jennifer Beshada Alyssa Summer Mike Matthews	5/23/17	Shoprite- Financial Literacy Trip	Newton, NJ	Cost: TBD Bus: TBD
Jennifer Beshada	06/01/17	Fosterfields Living History Farm	Morristown, NJ	Cost: \$42.00 Bus: TBD
Jeanne Ortiz Amber Werner Karra Hansen-Mueller Mike Matthews	5/18/17	Fishoree	Stanhope, NJ	Cost: \$42.00 Bus: TBD

6. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors enter into contracts for ancillary services under Public Itinerant Programming with the following school districts for the 2016-2017 school year.

Newton  
 Sussex County Charter School  
 Hardyston  
 Lenape Valley

7. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the twelve month employee calendar for the 2017-2018 school year, as attached.
8. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the shared service agreement with Lafayette Township School District for Business Office Support Services for the period of July 1, 2017 - June 30, 2018 in the amount of \$88,375.00

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

**Motion is carried.**

**XIV. OLD BUSINESS:**

1. NJSBA- Kathleen Hewela- June 26, 2017 at 7 P.M.

**NEW BUSINESS:**

1. Superintendents evaluation - Due May 12th.

**XV. PUBLIC PARTICIPATION**

There was no public participation.

**XVI. OTHER BOARD ACTION**

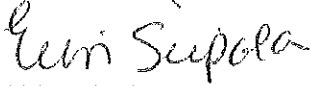
There was no other board action.

**XVII. ADJOURNMENT**

a. There being no further business to come before the Board, the Meeting was called to adjourn by Ms. Carlson, and Seconded by Mr. Ross, all voiced in favor.

**At 8:02 P. M.**

Respectfully Submitted,



Erin Siipola

Business Administrator / Board Secretary

**Important Dates:**

**NEXT BOARD MEETING:**

**June 5, 2017 at 7 PM - Reorganizational Meeting**

**FULL REPRESENTATIVE ASSEMBLY IS REQUIRED TO ATTEND THIS MEETING**



**SUSSEX COUNTY EDUCATIONAL SERVICES COMMISSION**

**May 8, 2017**

**EXECUTIVE SESSION MINUTES**

The Board entered closed Executive Session at 7:22 p.m.

The discussed the following:

Increment withholding for Christine Rudinsky and possible filing of tenure charges

Motion by Ms. Carlson seconded by Ms. Risley to go back into Public Session at 7:45 p.m. All voiced in favor.

Respectfully Submitted,

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

Erin Siipola  
Business Administrator / Board Secretary