

**SUSSEX COUNTY EDUCATIONAL SERVICES COMMISSION**

**August Agenda**

**August 26, 2024**

**REGULAR MEETING 7:00 P.M.**

**I. CALL TO ORDER BY Mrs. Ross, 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**

**IV. MISSION STATEMENT**

The Sussex County Educational Services Commission is a public agency that seeks to create partnerships with public and nonpublic schools and local communities. The Sussex County ESC develops and provides meaningful programs for young people with unique challenges and their families. Our goals are designed to shape our students into productive independent adults. Sussex County ESC provides opportunities for the professionals in our communities to stay current with their educational practices while supporting districts with both cost effective programs and a wide array of services.

**V. OATH OF OFFICE**

**VI. ROLL CALL**

District	Board of Director Member	Present	Absent
ANDOVER	BRIAN HERTENSTEIN		
BYRAM	LAUREN PEDERSEN		
FRANKLIN	KATHLEEN CLOHESSEY		
GREEN	CHRISTOPHER BILIK		
HAMBURG	ROBERT JONES		
HARDYSTON	RON HOFFMAN		
KITTATINNY	DEBRA COOK		
LAFAYETTE	SUZANNE ROSS		

NEWTON	JOANIE FAYE		
OGDENSBURG	BRENDAN DONEGAN		
SPARTA	LEIGH MCMICHAEL		
STANHOPE	GIL MOSCATELLO		
SUSSEX TECH	GUS MODLA		
VERNON	CARL CONTINO		
WALLKILL VALLEY	VIRGINA JONES		

## **VII. APPROVAL OF THE MINUTES**

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_, to approve the following minutes:

June 24, 2024 Regular Meeting  
June 24, 2024 Executive Session

Voice vote:

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

## **IX. CORRESPONDENCE**

1. NHA Save the Date
2. NHA Lunch Menu - September
3. NHA Parent Calendar

## **X. COMMITTEE REPORTS**

Personnel & Negotiations –  
Buildings and Grounds / Finance - 8/22/24  
Programs and Services / Policy -None

## **XI. SUPERINTENDENT'S REPORT**

The summer was extremely busy with ESY, planning for the 24-25 school year, Project Search and Non Public. All programs had staff working and planning for the new year and program updates to complete. Interviews occurred for open positions of

paraprofessionals, LDTC, nurse, teachers and speech. We worked on filling requests for school districts through sharing people to make it more cost effective to districts.

Professional development was planned at Oxford School District. Superintendent Romano led the Oxford staff of 40 educators on the topic of "How to create a harmonious, well-running class where children are valued and adult gifts are being maximized." The staff at Oxford were engaged and took advantage of this opportunity to understand their roles as educators when working with special needs students. Another PD workshop will be held at Northwest Christian School on the topic of "Strategies to deal with ADD/ADHD students in the classroom." This PD will be held on August 30th. Northern Hills Academy ran a 6 week ESY program that was hugely successful. Students worked on the maintenance of their IEP goals and objectives while integrating themes off summer activities. The students favorite activities included water play whenever possible. We had around 35 students daily and utilized a variety of themes for the summer. The themes included Zoo's, Sports, the Olympics, Camping and Outer Space. Each theme was presented with academic challenges, STEM/STEAM activities, assemblies and physical activities. We held a Luau, had a bubble presentation and an end of the summer BBQ.

## **Project Search**

This summer, Supervisor John O'Hara, has been busy following up on our recent and former graduates, marketing Project SEARCH and planning for our next class of interns. Most of our former and recent graduates are working in the hospital and in their community while having great success. Parents have been giving positive feedback and one parent has emailed thanking us and asking how she can better promote PS to the public. Parents reached out to have conversations about assisting them with the DDD process and I have been able to connect them with our DDD representative.

Marketing has been a little more successful than I thought (being it is summer time). The new Tuition Grant that the state has offered PS interns seems to be somewhat attractive to school districts as they are responding to me mostly through email. (I have emailed all Morris, Sussex, and Warren County Schools) The feedback is that the administration is waiting for their staff to come back after summer break so they can discuss PS in more detail with them. I have informed them that we have extended the application deadline until September so they can take advantage of the discount opportunity. One district came in for a tour of the Newton program and was very impressed. They said they may have a student or 2 in mind. We conducted a student tour and an assessment day which was a success and we have accepted the student into the program.

Informal meetings with the departments have been going well letting them all know we are coming back in September. The departments are excited to see the new interns. All of the interns have the necessary paperwork sent out that is required for their entrance into the program. I have collected and reviewed each student's IEP and adults ISP/PCPT paperwork from their districts and their support coordinators agencies. Student/Parent orientation was conducted and the parents are all very excited for their child to take this important step for their future. AHS supplied us with snacks and coffee( they always take care of us!) The background information has been sent out to the AHS contact and he will be sending the steps needed to each intern and their parents. This is

always a test to see if I copied the interns email correctly! Great fun when I leave a letter out-haha

I also had the pleasure of attending the Project SEARCH Conference in New Mexico this summer. I was able to network with different supervisors from different states and countries and able to attend informative sessions while learning the different transition resources for the Project Search program. It was also nice meeting the NJ PS people in person and attending an informative discussion session with all of them. I was able to attend the ESC Retreat at Monmouth University and was in a group discussing the different obstacles that transportation has throughout NJ districts as I am trying to make transportation more accessible to our interns. We had a great night at the Sussex County Miners baseball game. One of our recent graduates, who is now an employee of NMC, was selected to throw out the first pitch- and she reached the catcher and everyone cheered! So so PROUD of her!

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

Good evening. It's a pleasure to officially introduce myself as the new Business Administrator and Board Secretary of the SCESC. I officially began the position on July 1st and have been incredibly busy learning about the Commission and the ESY program, attending training sessions on new programs, and conducting a deep dive into all things business-related.

In the eight weeks since I started, I have already taken great strides in moving the District forward in streamlining processes, increasing our use of digital applications to coincide with our initiative of reducing waste and enhancing efficiency, and beginning the process of auditing archived files and paperwork housed in our offsite storage units.

It has been a priority to ensure that all of the information for the District is updated to reflect the correct information and current contacts. This includes all of our vendors. Brokers, contractors, and consultants. I've noticed that we still have former employees listed and I am working towards removing all of the outdated information and maintaining clean and accurate records moving forward.

In the Non-public Department, I have completed all of the nursing allocations and shared them with each of our Districts. As the year progresses, I intend to be an integral part of the billing process, funding requests, and programs. My goal is to increase profitability while maintaining reasonable costs to Districts and eliminating any unnecessary expenses.

I have already hit the ground running with projects. I am happy to report that new flooring has been installed at Northern Hills Academy in the main office, Speech rooms, and the Social Workers' offices. I am working closely with the Facilities Manager who also recently began employment with the Commission and am looking forward to seeing what ideas and improvements he has in mind for the upcoming school year.

In the next few weeks, I am excited to join Ms. Romano for Staff Orientation and to begin my first official School Year with the SCESC.

**XIII. PUBLIC PARTICIPATION**

**XIV. EXECUTIVE SESSION**

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_,** to adopt the following resolution and enter into closed Executive Session, all voiced in favor, at \_\_\_\_\_ 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 23, 2024 for the purpose of Superintendent Evaluation.*

*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 \_\_\_\_\_, seconded by \_\_\_\_\_,** to close the Executive Session, all voiced in favor at \_\_\_\_\_ p.m.:

**XV. BOARD ACTION AGENDA ITEMS:**

**A. PERSONNEL**

1. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the following full time position for the remainder of the 2024-2025 school year, prorated, pending completion of all required paperwork:

NAME	POSITION	SALARY	EFFECTIVE DATE	NOTES
Joseph Neal	Facilities Manager	\$62,500	7/1/24-6/30/25	

2. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors ratify the approval of Kathleen Kane as Treasurer of School Monies at the salary of \$5773.00 for the 2024-2025 school year.

3. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors accept the resignation of the following staff:

NAME	POSITION	EFFECTIVE DATE	NOTES
Michele Tagliabue	Non Public Teacher	August 30, 2024	See attached email
Stephanie Iannuzzelli	Social Worker	August 21, 2024	See attached letter
Danielle Morgenroth	LDTC	August 30, 2024	See attached email

4. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors rescind the following part-time para-professionals contracts for the **2024-2025 extended school year program**:

NAME	POSITION	STEP	SALARY	EFFECTIVE DATE	NOTES
Juana Sousa	PT Para Professional	4	\$20.00 \$.35 Associate's Degree	7/1/24 - 8/13/24	No show
Dana Laratta	PT Para Professional	5	\$20.00 \$.50 Bachelor's Degree	7/1/24 - 8/13/24	No show

5. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the following Certified Staff for the 2024 ESY program:

NAME	POSITION	STEP	SALARY	EFFECTIVE DATE	NOTES
Ellina Ryzhik	School Psychologist	11 MA+30	\$59.97/h r	7/1/24 - 8/13/24	Previously approved at a per diem rate only
Lauren Platt	Speech Therapist	15 MA	\$61.81/h r	7/1/24 - 8/13/24	Request by district to work ESY
Naome Dunnell	Preschool Instructional Coach	15 MA+30	\$65.30/h r	7/1/24 - 8/13/24	Attended trainings

Adreanna Velez	School Psychologist	2 MA+30	\$51.35/hr	7/1/24 - 8/13/24	Previously approved at a per diem rate
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**6. RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the hiring of the following part-time paraprofessionals up to 28 hours, for the 2024-2025 RSY program pending completion of all paperwork:

NAME	POSITION	STEP	SALARY	EFFECTIVE DATE	NOTES
Rachel Vorce	PT Paraprofessional	8	\$25.00	9/3/24 - 6/30/25	
Desiree lafelice	PT Paraprofessional	9	\$25.00	9/3/24 - 6/30/25	
Brooke Fedorka	PT Paraprofessional	2	\$20.00	9/3/24 - 6/30/25	
Erin Gimmelli	PT Paraprofessional	12	\$25.50	9/3/24 - 6/30/25	Bachelor's Degree
Alicia Bilney	PT Paraprofessional	1	\$20.00	9/3/24 - 6/30/25	
Felicia Figueroa	PT Paraprofessional	8	\$25.00	9/3/24 - 6/30/25	
William Sheehan	PT Paraprofessional	16	\$25.50	9/3/24 - 6/30/25	Bachelor's Degree
Rosemary Carabalo	PT Paraprofessional	3	\$20.00	9/3/24 - 6/30/25	
TBD	PT Paraprofessional		Not to exceed \$25.00 per hour	9/3/24 - 6/30/25	
TBD	PT Paraprofessional		Not to exceed \$25.00 per hour	9/3/24 - 6/30/25	
TBD	PT Paraprofessional		Not to exceed	9/3/24 - 6/30/25	

			\$25.00 per hour		
TBD	PT Paraprofessional		Not to exceed \$25.00 per hour	9/3/24 - 6/30/25	
TBD	PT Paraprofessional		Not to exceed \$25.00 per hour	9/3/24 - 6/30/25	

7. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors rescind the following part-time para-professionals contracts for the **2024-2025 regular school year**:

NAME	POSITION	STEP	SALAR Y	EFFECTIVE DATE	NOTES
Lauren Silvent	PT Paraprofessional	6	\$20.35	9/1/24 - 6/30/25	No response
Sophia DiCapua	PT Paraprofessional	1	\$20.00	9/1/24 - 6/30/25	Resigned to resume college

8. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the hiring of the following certificated staff with benefits for the 2024-2025 school year program pending completion of all paperwork:

NAME	POSITION	STEP	SALAR Y	EFFECTIVE DATE	NOTES
Patrick Hanson	Social Worker	6 MA+30	\$70,250	9/1/24 - 6/30/25	

9. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the hiring of the following certificated staff with benefits for the 2024-2025 school year program pending completion of all paperwork:

NAME	POSITION	STEP	SALAR Y	EFFECTIVE DATE	NOTES
Carolyn	Teacher	2 BA	\$57,150	9/3/24 -	Accepted into



Ackerson				6/30/25	teacher prep program
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**10. RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the following interns for the 2024-2025 school year program pending completion of all paperwork:

NAME	POSITION	EFFECTIVE DATE	NOTES
Karlea Zazopoulos	Level 2 COTA Intern	9/16/24 - 12/16/24	Kean University

**11. RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the hiring of the following **part-time employees** pending completion of all paperwork:

NAME	POSITION	STEP	SALAR Y	EFFECTIVE DATE	NOTES
Elias Batista	Custodial Helper	N/A	\$20.00	8/14/24 - 8/30/24	
Nicolas Romano	Custodial Helper	N/A	\$20.00	8/14/24 - 8/30/24	

**12. RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the hiring of the following part-time clerk up to 28 hours, for the 2024-2025 school year pending completion of all paperwork:

NAME	POSITION	SALARY	EFFECTIVE DATE	NOTES
Alison Wagner	Office Clerk - PT	\$25.00/hr	8/19/24 - 6/30/24	Up to 28 hours a week

**13. RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the hiring of the following part-time non certified staff members.

NAME	POSITION	STEP	SALAR Y	EFFECTIVE DATE	NOTES
Angel Diaz	Paraprofessional	1	\$20.00	9/3/24 -	Seasonal

				6/30/25	(College Vacations)
Ryan Cagnassola	Paraprofessional	1	\$20.00	9/3/24 - 6/30/25	Seasonal (College Vacations)
Kate Mazzella	Paraprofessional	3	\$20.00	9/3/24 - 6/30/25	Seasonal (College Vacations)
Jessica Pirrillo	Paraprofessional	4	\$20.50	9/3/24 - 6/30/25	Seasonal (College Vacations) Bachelor's Degree

**14. RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the hiring of the following part-time Non Public Nursing up to 28 hours, for the 2024-2025 program pending completion of all paperwork and grant funding.

NAME	POSITION	STEP	SALAR Y	EFFECTIVE DATE	NOTES
Kristin Woodell	PT Non Public Nurse	15	\$42.54	9/3/2024	Assigned to Sussex Christian School

**15. RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the revisions of the following job descriptions:

**16. RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the hiring of a registered nurse, TBD, to support Northern Hills Academy, Itinerant Programs and Non Public programs at a salary not to exceed 3/5ths of Step 9, BA effective 9/3/24- 06/30/25.

**17. RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the following stipends for Blue Team (medical crisis team) for the 2024-2025 school year:

Role	Team	Stipend Amount	Effective Date
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<b>Nurse</b>	Kristina Swyryt /Julia Devore	No stipend	9/1/24-6/30/25
<b>Event Recorder</b>	TBD	TBD	9/1/24-6/30/25
<b>CPR Lead/AED</b>	Lia Kondos	Year 2 Stipend \$200.00	9/1/24-6/30/25
<b>Administrator Liaison</b>	Kim Gallagher	No stipend	9/1/24-6/30/25
<b>Runner-Go bag/Oxygen</b>	Brian Wittman	Year 3 Stipend \$300.00	9/1/24-6/30/25
<b>Classroom Support</b>	Wade Dendy/Patrick Hanson	No stipend	9/1/24-6/30/25
<b>Main Office Support</b>	Corrie Pisciotano	No stipend	9/1/24-6/30/25

**18. RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the following stipends for Green Team (crisis team) for the 2024-2025 school year:

<b>Role</b>	<b>Team</b>	<b>Stipend Amount</b>	<b>Effective Date</b>
<b>Leader</b>	Wade Dendy	No Stipend	9/1/24-6/30/25
<b>Teacher</b>	Joe Leone	Stipend Year 1 \$100.00	9/1/24-6/30/25
<b>Occupational Therapist</b>	Noah McGowan	Stipend Year 2 \$200.00	9/1/24-6/30/25
<b>Teacher</b>	Brian Wittman	Stipend Year 3 \$300.00	9/1/24-6/30/25
<b>Para-Professional</b>	Melanie Radice	Stipend Year 3 \$300.00	9/1/24-6/30/25
<b>Para-Professional</b>	Elias Batista	Stipend Year 1 \$100.00	9/1/24-6/30/25
<b>School Social Worker</b>	Patrick Hanson	No Stipend	9/1/24-6/30/25
<b>TBD</b>		Not to exceed \$300.00	9/1/24-6/30/25
<b>TBD</b>		Not to exceed	9/1/24-6/30/25

		\$300.00	
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MOVE:		2ND:	
Andover	Byram	Franklin	Green
Hamburg	Hardyston	Kittatinny	Lafayette
Newton	Ogdensburg	Sparta	Stanhope
Sussex Tech	Vernon	Wallkill Valley	

Motion pass      Yay / Nay

## B. FINANCE

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

June 30th & July Payroll (July 15th & July 30th)	\$323,481.43
June (June 26-30) August (Fund 10)	\$529,942.28
June (June 26-30) August (Fund 20)	\$321.13

2. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the Purchasing Manual for the 2024-2025 school year, as attached.
3. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the Board Secretary's Report and Treasurer's Report for June 2024 (as attached).
4. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the attached list of budget transfers for June 2024.
5. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the budget increase in the amount of \$22,240 for June 2024
6. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the Renewal Proposal and Client Authorization to Bind Coverage with NJSIG, as attached.
7. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the contract with Jan-Pro Cleaning Services, as attached.

8. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the proposal with Eastern Services as needed, as attached.
9. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the proposal with Accuscan, as attached
10. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the contract with Spyglass, as attached

MOVE:		2ND:	
Andover	Byram	Franklin	Green
Hamburg	Hardyston	Kittatinny	Lafayette
Newton	Ogdensburg	Sparta	Stanhope
Sussex Tech	Vernon	Wallkill Valley	

Motion pass      Yay / Nay

### C. PROGRAMS AND SERVICES

1. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the following revisions to the SCESC Board of Education Approved Rates for 2024-2025. (IDEA-I)
2. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the following professional development activities:

Staff Member	Date	Workshop	Location	Cost	Transport/ Mileage/ Lodging Cost
Kim Gallagher	Monthly Sept 2024- June 2025	CST Director's Meetings	Allamuchy, NJ	annual dues	TBD
Joseph Neal	Monthly Sept 2024- June 2025	NWBGA Meetings	TBD	annual dues	TBD
John O'Hara	Quarterly Sept 2024- June 2025	Transition Coordinator's Meetings	TBD	annual dues	TBD

Andrea Romano	Monthly Sept 2024- June 2025	Sussex County Superintendent Roundtable	Sussex County Community College	\$750.00	\$0.00
Andrea Romano	Monthly Sept 2024- June 2025	NJSBA Meetings	TBD	annual dues	\$0.00
Andrea Romano	Quarterly Sept 2024- June 2025	Non Public Meetings	TBD	\$0.00	\$0.00
Anthony DeFelice	Monthly Sept 2024- June 2025	NJASBO	Farmstead Golf Course	annual dues	TBD
Andrea Romano	7/10/24	Addressing Chronic Absenteeism: What Works?	Virtual	\$0.00	\$0.00
Andrea Romano	7/24/24	Water Safety for Autistic	Virtual	\$0.00	\$0.00
Andrea Romano	7/25/24	ESC Retreat	Monmouth University, West Long Branch, NJ 07746	\$0.00	TBD
Kathleen Fugaro	7/25/24	ESC Retreat	Monmouth University, West Long Branch, NJ 07746	\$0.00	TBD
Anthony DeFelice	7/25/24	ESC Retreat	Monmouth University, West Long Branch, NJ 07746	\$0.00	TBD
Naome Dunnell	7/25/24	ESC Retreat	Monmouth University, West Long Branch, NJ 07746	\$0.00	TBD
Andrea Romano Stephanie DeFelice	7/31/24	The Explosive Child: Collaborative and Proactive Solutions for Parents	Attitude Webinars Virtual	\$0.00	\$0.00
Andrea Romano Kim Gallagher	7/17/24	Evaluation Type Check	Frontline- Virtual	\$0.00	\$0.00
Andrea Romano	7/18/24	PG Release Review - Summer 2024	Frontline- Virtual	\$0.00	\$0.00

Kim Gallagher					
Andrea Romano Kim Gallagher	8/13/24	EEM Solution Orientation Webinar	Frontline-Virtual	\$0.00	\$0.00
Andrea Romano Kim Gallagher	8/14/24	Back to School Checklist: EEM	Frontline-Virtual	\$0.00	\$0.00
Andrea Romano Kim Gallagher	9/11/24	Managing Evaluation Rights	Frontline-Virtual	\$0.00	\$0.00
Andrea Romano Kim Gallagher	9/13/24	EEM Evaluator Orientation	Frontline-Virtual	\$0.00	\$0.00
Danielle Morganroth Adrianna Velez	8/5/24	Woodcock Johnson Evalu8	Riverside Insights-Virtual	\$0.00	\$0.00
Andrea Romano Adrianna Velez	8/6/24	Developmental Indicators of Learning and Behavior Problems: Special Considerations	Riverside Insights-Virtual	\$0.00	\$0.00
Andrea Romano	8/6/24	Organic Behavior Modification	Montgomery Academy	\$0.00	\$0.00
Andrea Romano Danielle Morganroth Kathy Grennan	8/7/24	Report Writing When Using PSW to Identify Dyslexia	Riverside Insights-Virtual	\$0.00	\$0.00
Andrea Romano Adrianna Velez	8/7/24	The IEP Report Card: How is Your Team Doing?	Riverside Insights-Virtual	\$0.00	\$0.00
Andrea Romano Danielle Morganroth Kathy Grennan Adrianna Velez	8/8/24	How to Improve the Accuracy of SLD Identification Decisions When PSW is Used: Step-by-Step Guidance and a Case Example	Riverside Insights-Virtual	\$0.00	\$0.00
Andrea Romano	7/17/24	Improving Attendance: Levers Within Your District's Locus of Control	EdWeb	\$0.00	\$0.00

Andrea Romano	8/13/24	Promoting Positive Health for Teens	Montgomery Academy	\$0.00	\$0.00
Andrea Romano Anthony DeFelice Lindy Powello	8/14/24	Workplace Harassment Prevention: What EEOC's New Guidance Means for You	Brightmine Virtual	\$0.00	\$0.00
Andrea Romano	7/17/24	An Introduction to FEMA's Community Preparedness Workshop: Integrating the Needs of Children	FEMA	\$0.00	\$0.00
Andrea Romano	7/18/24	Enhancing Executive Functioning Skills for Students with Disabilities	Adapt Community Network Online	\$0.00	\$0.00
Andrea Romano	8/8/24	Walking on Eggshells: Navigating the Language of Diversity	NJOCR- Online	\$0.00	\$0.00
Andrea Romano	8/5/24	Mindfulness for Educators: What We've Learned from the Last 10 Years	Ed Webinars Virtual	\$0.00	\$0.00
Andrea Romano Kristina Swyryt Dawn Kuncken Lia Kondos Julia Devore	8/7/24	Journaling for Wellness: Exploring Benefits, Techniques, and Lived Experiences	Mental Health America Virtual	\$0.00	\$0.00
Andrea Romano	8/15/24	Assistance Animals: Navigating the Rights of People with Disabilities	NJOCR- Online	\$0.00	\$0.00
Andrea Romano	8/19/24	CPI and Emotional Intelligence	Montgomery Academy	\$0.00	\$0.00
Andrea Romano	8/22/24	Transition Resources for Students with Complex Medical Needs	Transition Tennessee Virtual	\$0.00	\$0.00
Andrea Romano Lindy Powell Kim Gallagher Corrie Pisciotano	8/21/24	Workplace Etiquette: Promoting Professionalism in Your Organization	HR Daily	\$0.00	\$0.00
Andrea Romano	8/27/24	Coping Skills for Student Accountability	Montgomery Academy	\$0.00	\$0.00



Andrea Romano	9/11/24	Job Coaching Supports for Paraprofessionals-	Transition Tennessee Virtual	\$0.00	\$0.00
Andrea Romano	9/26/24	Examining an Employment Planning Tool for Students with Significant Support Needs-	Transition Tennessee Virtual	\$0.00	\$0.00
Vanessa Bisco Anna Gelpke Rebecca Nitka Ashley Ell	10/14/24	Intro to Gestalt Language Processing	Warren County (SLHA) Speech Language Association	\$90.00 pp  Total \$360	TBD
Andrea Romano	10/21/24-10/24/24	NJSBA Conference	Atlantic City	\$550.00	\$333.00
Anthony DeFelice	10/21/24-10/24/24	NJSBA Conference	Atlantic City	\$550.00	\$444.00
Kim Gallagher	10/24/24 10/25/24	Learn Evidence Based Strategies for your Students with Autism	Harrah's Conference Center, Atlantic City	\$500.00	\$147.11
Andrea Romano	8/8/24	Setting the Stage for Attendance Work	Virtual	\$0.00	\$0.00
Andrea Romano	8/15/24	Effectively Communicating with Families About Attendance	Virtual	\$0.00	\$0.00
Andrea Romano	8/22/24	Universal Strategies to Start the Year Strong	Virtual	\$0.00	\$0.00
Andrea Romano	8/8/24	The Power of Curiosity for Student Engagement, Motivation, and Persistence.	District Administrator	\$0.00	\$0.00
Andrea Romano	8/29/24	All Hands on Deck: Engaging Staff in Attendance Work	Virtual	\$0.00	\$0.00
Adrianna Velez	11/22/24 12/6/24	Using the Patterns of Strengths and Weaknesses (PSW) Model to Identify Specific Learning Disabilities (SLD) and Other Learning Problems	Virtual	\$160.00	\$0.00
Lindy Powell	7/31/24	2024 Human Resource Trends and Priorities	Virtual Paycom	\$0.00	\$0.00

Anthony DeFelice Lindy Powell Andrea Romano	8/14/24	Workplace Harassment Prevention: What EEOC's New Guidance Means for You	Virtual	\$0.00	\$0.00
Kim Gallagher	7/10/24 7/17/24 7/24/24	Stronge & Associates New Administrator Training	FEA/NJPSA	\$675.00	TBD
Andrea Romano Anthony DeFelice Kim Gallagher Lindy Powell John O'Hara	9/24/24	How to Navigate Disability Accommodations and Disability Complaints	Laddey Clark & Ryan Law Virtual	\$0.00	\$0.00
Andrea Romano	09/19/24	Grief Bill Roundtable Discussion	Good Grief Virtual	\$0.00	\$0.00
Naome Dunnell	9/23/24 9/24/24 9/26/24 9/27/24 10/24/24 11/21/24 12/5/24 12/19/24 1/9/25 1/23/25	New Preschool Instructional Coach Seminar: Fall Cohort In-Person Meetings	Somerville, NJ Hybrid, ½ on site, ½ virtual	\$0.00	TBD
Andrea Romano	8/27/24	Panel Discussion: Addressing student and staff mental health in your district.	AASA Virtual	\$0.00	\$0.00
Lindy Powell Anthony DeFelice	8/20/24	Benefit Basics & Administration	Gallagher Benefits U	\$0.00	\$0.00
Lindy Powell Anthony DeFelice	8/21/24	Benefit Basics & Administration #2	Gallagher Benefits U	\$0.00	\$0.00
Naome Dunnell	8/21/24	Creative Curriculum	Camden ESC Virtual	\$225	\$0.00
Naome Dunnell	8/21/24	Introduction to Gold	Camden ESC Virtual	\$225	\$0.00
Lindy Powell	8/13/24	Attendance Intervention Strategies	School Status Virtual	\$0.00	\$0.00
Kim Gallagher	8/21/24	Strategies to Increase Attendance: Student	Healthier Generation	\$0.00	\$0.00

		Belonging, Engagement, and Inclusion	Virtual		
Andrea Romano Kim Gallagher	9/30/24 11/18/24 1/15/25 3/25/25 5/21/25	Office of Special Education 24-25 Webinar Series	NJDOE	\$0.00	\$0.00
Andrea Romano Stephanie DeFelice	9/19/24	TeachTown Virtual Summit	Virtual	\$0.00	\$0.00
Andrea Romano	8/26/24	Emotion Regulation in Preschool & TK Classrooms	Virtual	\$0.00	\$0.00
Andrea Romano	11/14/24	Basics: Compliance & Regulation Walkthrough	NJ Coalition for Inclusive Education Virtual	\$0.00	\$0.00
Andrea Romano	12/19/24	IEP Writing & Progress Monitoring	NJ Coalition for Inclusive Education Virtual	\$0.00	\$0.00
Andrea Romano	2/3/25	The IEP & Inclusion	NJ Coalition for Inclusive Education Virtual	\$0.00	\$0.00
Andrea Romano	2/24/25	Supporting Inclusive Classroom Practices	NJ Coalition for Inclusive Education Virtual	\$0.00	\$0.00
Andrea Romano	3/24/25	Nurturing Family Partnerships	NJ Coalition for Inclusive Education Virtual	\$0.00	\$0.00
Andrea Romano Dawn Kuncken Lia Kondos	10/28/24 or 1/27/25	Breaking Down Barriers in PE: Strategies to Make PE More Inclusive	NJ Coalition for Inclusive Education Virtual	\$0.00	\$0.00

3. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the ancillary agreements with the following districts:

Alpha School District  
Andover Regional School District

Blairstown Regional School District  
 Byram School District  
 Green Township School District  
 Hamburg School District  
 Montague School District  
 Mt. Olive School District  
 Netcong Boro School District  
 Sussex Wantage Regional School District  
 Washington Borough School District, Warren County

4. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the 2024-2025 IDEA Rate Sheet as attached.

5. **RESOLVED, Resolved**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the tuition reimbursement for the following staff for the 2023-2024 school year:

Staff Member	College /University	Program/Certificate	Actual Cost
Rachael Tucker	Eastern Kentucky University	Dr. in Occupational Therapy	\$2,171.00
Wade Dendy	WPU	Supervisor	\$4,404.00
Dawn Kuncken	WPU	Supervisor	\$1,835.40
Vanessa Bisco	Max Scholar	Reading Intervention	\$1,825.00
		<b>Total</b>	<b>\$10,235.40</b>

6. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the submission of the Remote Instructional Plan for 2024-2025 as attached.

7. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the submission of the Statement of Assurances for the Comprehensive Equity Plan for 2024-2025, as attached.

8. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the joint transportation agreement with Sussex County Regional Transportation Cooperative for field trips for the 24-25 school year, as attached.

9. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors

approve the following field trips in accordance with Policy 2340 for the 2024-2025 school year

Teacher Requesting	Date	Location	Rationale	Cost Per Student	Cost Per Staff	Transportation
Stephanie DeFelice Chloe DeLuca	10/11/24 Rain Date 10/18/24	Tranquility Farms 47 Decker Pond Rd, Green Township, NJ 07821	Life Skills Math Language Arts	TBD	TBD	TBD
Tessa Bedkowski Joe Leone	Weekly from September 2024- June 2025	Food Pantry Sparta, NJ	Life Skills Math Language Arts	0	0	Walking, weather permitting  Bus when available
Laura Steiner Tessa Bedkowski Joe Leone	Weekly from September 2024- June 2025	Dunkin Donuts, Sparta, NJ	Life Skills Math Language Arts	0	0	Walking, weather permitting  Bus when available
Laura Steiner Tessa Bedkowski Joe Leone Brian Wittman Chloe DeLuca	Monthly	Sparta Public Library	Life Skills Math Language Arts	0	0	TBD
Carolyn Atkinson Joseph Leone Tessa Bedkowski	Weekly	Local Grocery/Sh opping Stores: Sparta, Newton  Stop & Shop Shoprite Kohl's Walmart Staples	Life Skills Math Language Arts	0	0	TBD

		Dollar Tree				
Carolyn Atkinson Joseph Leone Tessa Bedkowski	Weekly	Local Restaurants in Newton, Sparta	Life Skills Math Language Arts	0	0	TBD
Carolyn Atkinson Joseph Leone Tessa Bedkowski	Weekly	Post Office	Life Skills Math Language Arts	0	0	TBD
Laura Steiner Tessa Bedkowski Joe Leone Brian Wittman Chloe DeLuca	Weekly	Local Parks	Life Skills Math Language Arts	0	0	TBD

**10. RESOLVED**, upon recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the following field trips for students at NHA from Extended School Year 2024-2025.

Staff Member	Date	Field Trip	Location	Cost	Notes
Tessa Bedkowski Amy Anjum	Every Thursday during July and August 2024	Food Pantry	Sparta	\$0.00	Students walking with Admin/designee and school nurse
Laura Steiner Tessa Bedkowski Brian Wittman	July 2024 August 2024	Dunkin Donuts	Sparta	\$0.00	Students walking with Admin/designee and school nurse

**11. RESOLVED**, upon recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the submission of the Memorandum of Understanding with Therapy Dogs International (TDI) for the 2024-2025 school year, as attached

**12. RESOLVED**, upon recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the submission of the Memorandum of Agreement with Kean

University for the 2024-2025 school year to accept interns from their Occupational Therapy program, as attached.

13. **RESOLVED**, upon recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the submission of the Memorandum of Agreement with the Sparta Police Department for the 2024-2025 school year located in the Administrative Offices.
14. **RESOLVED**, upon recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors submit the Statement of Assurances for the SCESC Professional Development Plan located in the Administrative Offices.
15. **RESOLVED**, upon recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors submit the Statement of Assurances for the SCESC Mentoring Plan located in the Administrative Offices.
16. **RESOLVED**, upon recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors submit the Statement of Assurances for the SCESC Para-professionals located in the Administrative Offices.
17. **RESOLVED**, upon recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the 2024-2025 Sussex County ESC Attendance Corrective Action Plan, as attached.

MOVE:		2ND:	
Andover	Byram	Franklin	Green
Hamburg	Hardyston	Kittatinny	Lafayette
Newton	Ogdensburg	Sparta	Stanhope
Sussex Tech	Vernon	Wallkill Valley	

Motion pass      Yay / Nay

#### **D. BUILDINGS AND GROUNDS**

1. **RESOLVED**, upon recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the payment of the contract with RFS Commercial in the amount of \$15,145.98 for the new floor installation in 3 spaces at Northern Hills Academy, as attached.

MOVE:		2ND:	
Andover	Byram	Franklin	Green
Hamburg	Hardyston	Kittatinny	Lafayette
Newton	Ogdensburg	Sparta	Stanhope
Sussex Tech	Vernon	Wallkill Valley	

Motion pass      Yay / Nay

**XVI.    OLD BUSINESS:**

**NEW BUSINESS:**

**XVII.    PUBLIC PARTICIPATION**

**XVIII.    ADJOURNMENT**

There being no further business to come before the Board, the Meeting was called to adjourn by \_\_\_\_\_ and Seconded by \_\_\_\_\_, all voiced in favor.

**At            P. M.**

**Important dates:**

**NEXT BOARD MEETING**

**Important dates:**  
**Regular Board of Directors Meeting:**  
**September 9th at 7 PM**