

SUSSEX COUNTY EDUCATIONAL SERVICES COMMISSION

May Minutes

May 5, 2025

REGULAR MEETING 7:00 P.M.

ADDED

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 Lisa Qarmot completed the Oath of Office.

VI. PRESENTATION

Governor's Educators of the Year Program

Teacher of the Year - Stephanie DeFelice

Educational Specialist of the Year - Dawn DiLascio

Paraprofessional of the Year - Kelsey Hintzen

Appreciation of Service

Gil Moscatello

VII. ROLL CALL

BOARD OF DIRECTORS

District	Board of Director Member	Present	Absent
ANDOVER	JANE BYRON	X	
BYRAM	LAUREN PEDERSEN		X
FRANKLIN	KATHLEEN CLOHESSEY		X
GREEN	CHRISTOPHER BILIK	X	
HAMBURG	ROBERT JONES	X	

HARDYSTON	CLARISSA MAROTTA		X
KITTATINNY	DEBRA COOK	X	
LAFAYETTE	SUZANNE ROSS	X	
NEWTON	LISA QARMOT	X	
OGDENSBURG	BRENDAN DONEGAN	X	
SPARTA	CHAD WOOD	X	
STANHOPE	AVERY BADOLATO	X	
SUSSEX TECH	GUS MODLA		X
VERNON	STEPHANIE VECHARELLO		X
WALLKILL VALLEY	TRACI DRESSNER	X	

Also in attendance: Barabara Talmadge, Lindy Powell, Gil Moscatello, Mrs. Moscatello, Stephanie DeFelice, David DeFelice, Dawn Dilascio, Mr. Dilascio

VIII. APPROVAL OF THE MINUTES

Motion by Jane Byron, Seconded by Debra Cook, to approve the following minutes:

April 7, 2025 Regular Meeting

Voice vote: **9 voted in favor with 1 abstention. Motion is carried.**

IX. PRESIDENT'S COMMENTS:

Efficiency process is continuing in the business office. Currently looking at purchasing the school building next door to the current school building.

X. CORRESPONDENCE

1. May Parent Calendar
2. May NHA Lunch Calendar
3. NHA Special Events Email
4. 2025 NHA Graduation Save the Date
5. Enhanced Life Skills 2025 Flyer
6. Derby and Donuts 2025 Flyer

XI. COMMITTEE REPORTS

Personnel & Negotiations - Met virtually April 15, 2025 and April 29, 2025
Buildings and Grounds / Finance - None
Programs and Services / Policy - Met virtually April 15, 2025

XII. SUPERINTENDENT'S REPORT

Northern Hills Academy

The school programs have been going smoothly. The spring brought out a plethora of outdoor activities and programming including gardening, landscaping and wildlife programs for students. We celebrated spring recess and Sussex County ESC's Wellness Program.

We are holding Staff Appreciation Week May 5th-May 9th. A Scholastic Book Fair is being held on May 12th- 16th.

Our Governor Teacher of the Year Stephanie DeFelice and Education Specialist of the Year were honored at the luncheon.

The AAC Book Club has been an utter joy to watch students engage in. The speech therapists read a book aloud and use ASL, PECS system and student devices to read along. Students participate in activities around comprehension and otherwise have an amazing time.

Project Search

All interns have started their 3rd rotations and everyone is pleased with student's performance. Mr. O'Hara participated in a transition fair at Boonton High School while an adult intern from the Hackettstown program led a workshop on the connections between DVR/DDD and the Project Search program from a client perspective.

Two assessment days were held and 5 potential candidates have been accepted for the 2025-2026 school year. A Steering Committee was held and discussions about graduation on June 13th at 1:00pm at the Romano Conference at Newton Hospital.

Non Public and Public Itinerant

Non Public consultation meetings have occurred for all of the districts. This is a very positive thing as the grants are being written by the districts.

XIII. BUSINESS ADMINISTRATOR'S REPORT

Thank you to everyone for completing your ethics disclosure forms.

The business office has been working on preparation for the end of the school year and looking forward to the next school year. We have been working on digitizing some of our processes with the use of Adobe Pro at the request of our partner districts and intend on rolling out the new processes for the next school year.

Now that our Non Public services billing process has proved to be successful and well received by the districts, we will be adapting and implementing that process to our Non Public Nursing program.

XIV. PUBLIC PARTICIPATION

Lindy Powell made a statement congratulating the educators of the year and thanked Gil Moscatello for his service.

XV. EXECUTIVE SESSION

Motion by Robert Jones, seconded by Brendan Donegan, to adopt the following resolution and enter into closed Executive Session, all voiced in favor, at 7:44 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 5, 2025 for the purpose of **legal and CSA 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 Christopher Bilik, seconded by **Robert Jones**, to close the Executive Session, all voiced in favor at 7:59 p.m.:

XVI. BOARD ACTION AGENDA ITEMS:

A. PERSONNEL

1. **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
Rosemary Carabello	PT Paraprofessional	4/10/2025	Unable to provide required notice, see attached email
Elias Batista	PT Paraprofessional	4/11/2025	Unable to provide required notice, see attached email
Allison Wagner	PT Office Clerk	5/28/2025	See attached letter
Keely Schmerber	PT Paraprofessional / Substitute	5/9/2025	See attached letter
Lauren Pratt	FT Speech Therapist	6/30/2025	See attached letter
Rachel Tucker	FT Occupational Therapist	5/30/2025	See attached letter
Morgan Urban	PT Paraprofessional	4/29/2025	See attached letter

2. **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 a week, for the **2024-2025 regular school year program** pending completion of all paperwork:

NAME	POSITION	STEP	SALARY	EFFECTIVE DATE	NOTES
Mckensie Hughes	PT Paraprofessional	1	\$20.00/hr	4/30/25 -	Position approved

				6/30/25	at January meeting
Joan Vince	PT Paraprofessional	1	\$20.00/hr	5/16/25 - 6/30/25	

3. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the renewal hiring of the following Tenured Full-Time Certificated staff for the **2025-2026 Regular School Year Program.**

NAME	POSITION	STEP	SALARY	EFFECTIVE DATE
Bisco, Vanessa	Speech Therapist	13 MA	\$79,650.00	09/01/25 - 06/30/2026
Colavita, Shaun	Speech Therapist	7 MA	\$70,300.00	09/01/25 - 06/30/2026
DeFelice, Stephanie	Teacher	12 BA	\$72,950.00	09/01/25 - 06/30/2026
DiLascio, Dawn	Social Worker	14 MA	\$81,700.00	09/01/25 - 06/30/2026
Grennan, Kathleen	LDTC	14 MA	\$81,700.00	09/01/25 - 06/30/2026
Wittman, Brian	Teacher	10 MA	\$74,650.00	09/01/25 - 06/30/2026

4. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the renewal hiring of the following Non-Tenured Full-Time Certificated staff for the **2025-2026 Regular School Year Program.**

NAME	POSITION	STEP	SALARY	EFFECTIVE DATE
Anjum, Amy	Teacher	5 MA	\$76,150.00	09/01/25 - 06/30/2026
Banach, Veronika	Social Worker	5 MA	\$67,900.00	09/01/25 - 06/30/2026
Bedkowski, Tessa	Teacher	10 BA	\$69,950.00	09/01/25 - 06/30/2026
D'Amico, Cristina	Teacher	14 MA+30	\$86,200.00	09/01/25 - 06/30/2026
Deluca, Chloe	Teacher	5 BA	\$63,200.00	09/01/25 - 06/30/2026
Dendy, Wade	Social Worker	15 MA+15	\$83,950.00	09/01/25 - 06/30/2026
Devore, Julia	Nurse	14 BA	\$77,000.00	09/01/25 - 06/30/2026
Dunnell, Naome	Teacher	15 MA+30	\$86,200.00	09/01/25 - 06/30/2026
Duprex, Collette	Teacher	14 BA	\$77,000.00	09/01/25 - 06/30/2026
Fluri, Lia	Occupational Therapist	2 MA	\$64,300.00	09/01/25 - 06/30/2026
Gelpke, Anna	Speech Therapist	6 MA	\$69,100.00	09/01/25 - 06/30/2026
Kondos, Lia	Physical Therapist	14 MA+30	\$86,200.00	09/01/25 - 06/30/2026
Kuncken, Dawn	Physical Therapist	14 Doc	\$86,500.00	09/01/25 - 06/30/2026

Leiby, John	Social Worker	5 MA	\$64,650.00	09/01/25 - 06/30/2026
Nitka, Rebecca	Speech Therapist	5 MA	\$67,900.00	09/01/25 - 06/30/2026
Plysyk, Anna	Physical Therapist	14 MA+30	\$86,200.00	09/01/25 - 06/30/2026
Pratt, Lauren	Speech Therapist	14 MA	\$81,700.00	09/01/25 - 06/30/2026
Ryzhik, Ellina	School Psychologist	11 MA+30	\$80,650.00	09/01/25 - 06/30/2026
Sibblies, Kristen	School Psychologist	8 MA	\$71,500.00	09/01/25 - 06/30/2026
Steiner, Laura	Teacher	14 BA	\$77,000.00	09/01/25 - 06/30/2026

5. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the renewal hiring of the following Non-Tenured, Full-Time, Non-Certificated staff for the **2025-2026 Regular School Year Program**.

NAME	POSITION	STEP	SALARY	EFFECTIVE DATE
Donahue, Jamie	COTA	4 BA	\$62,000.00	09/01/25 - 06/30/2026
McGowan, Noah	COTA	3 BA	\$60,800.00	09/01/25 - 06/30/2026

6. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the renewal hiring of the following Tenured Part-Time Certificated staff for the **2025-2026 Regular School Year Program**, not to exceed 28 hours per week, pending grant fund entitlements:

NAME	POSITION	STEP	SALARY	EFFECTIVE DATE
Kohansby, Catherine	P/T NP Teacher	14	\$42.00/hr	09/01/25 - 06/20/2026
Turner, Nanette	P/T NP Teacher	5	\$35.25/hr	09/01/25 - 06/20/2026

7. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the renewal hiring of the following Non-Tenured Part-Time Certificated staff for the **2025-2026 Regular School Year Program**, not to exceed 28 hours per week, pending grant fund entitlements:

NAME	POSITION	STEP	SALARY	EFFECTIVE DATE
Ianelli, Donna	P/T NP Teacher	15	\$44.00/hr	09/01/25 - 06/20/2026
Ko-Daley, Nancy	P/T NP Teacher	13	\$41.25/hr	09/01/25 - 06/20/2026

8. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the additional pay for Bachelor Degree for the following Part-Time Paraprofessionals:

NAME	POSITION	STEP	ADDITIONAL PAY	EFFECTIVE DATE
Short, Nicholas	PT Paraprofessional	9	\$0.50/hr	1/1/2025

9. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the renewal hiring of the following Non-Tenured Full-Time Administrative Certificated staff for the **2025-2026 Regular School Year Program** ***ADDED***

NAME	POSITION	SALARY	EFFECTIVE DATE
Kim Gallagher	Principal	\$120,942.60	July 1, 2025-June 30, 2026
Anthony DeFelice	School Business Administrator	\$103,000.00	July 1, 2025-June 30, 2026

10. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the renewal hiring of the following Tenured Full-Time Administrative Certificated staff for the **2025-2026 Regular School Year Program** ***ADDED***

NAME	POSITION	SALARY	EFFECTIVE DATE
John O'Hara	Supervisor	\$102,003.99	July 1, 2025-June 30, 2026

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

Motion passed

B. FINANCE

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

April Payroll	\$452,927.52
April (Fund 10)	\$294,164.20
April (Fund 20)	\$171.83

2. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the attached list of budget transfers for April 2025.
3. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following budget increase in the amount of \$2,000.00 for April 2025.
4. **RESOLVED**, that the following agreement be approved for period of May 5, 2025 - June 30, 2025:

WHEREAS, N.J.S.A. 40A:11-11 (5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Monmouth-Ocean Educational Services Commission (MOESC), hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on May 5, 2025 the governing body of the Sussex County Educational Services Commission, County of Sussex, State of New Jersey, pursuant to N.J.A.C 5:34-7.6 (a), duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Monmouth-Ocean Educational Services Commission (MOESC),

AUTHORITY

Pursuant to the provisions of N.J.S.A. 40A:11-11(5) and N.J.A.C 5:34-7.6 (a), Anthony DeFelice the School Business Administrator is hereby authorized to enter into a Cooperative Pricing Agreement with Monmouth-Ocean Educational Services Commission (MOESC), the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall comply with the Public School Contracts Law (N.J.S.A. 18A:18A-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage.

5. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the Board Secretary's Report and Treasurer's Report for November and December 2024 as attached.
6. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors renews its health and dental insurance plans with the Public Employer Trust for the 2025-2026 school year, per the terms of its proposal dated April 11, 2025; and

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

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

Motion passed

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 professional development activities:

Staff Member	Date	Workshop	Location	Cost	Transportation/ Mileage Cost
Adrianna Velez	4/9/25	RULER Information Session	Virtual	\$0	\$0
Adrianna Velez	4/23/25	Are My Students ADHD Accommodations in Danger?	Virtual	\$0	\$0
Andrea Romano	4/23/25	Revolutionizing the IEP Process with AI: See the Let's Go Learn AI Assistant in Action Writing PLAAFPs and Empowering Teachers.	Virtual CEC	CEC membership- Free	\$0
Anthony DeFelice	4/23/25	PSCL EUS for Insurance by OSC's Public Contracting Oversight Division	Virtual	\$0	\$0
Andrea Romano	4/23/25	The Role of the School Nurse in School Safety and Security	NJDOE Virtual	\$0	\$0
Andrea Romano	4/24/25	AI-Powered Superintendent Solutions: Expert Insights on Overcoming District Challenges	Virtual Future of Educators	\$0	\$0
Andrea Romano Cristina D'Amico	4/24/25	EFFECTS OF MENTAL TRAUMA ON PRESCHOOLERS	Virtual ADAPT	\$0	\$0

Naome Dunnell					
Andrea Romano Anthony DeFelice Lindy Powell Joseph Neal Kim Gallagher	4/25/25	Virtual Violence Prevention/Systems of Safety Training- OSHA	NJ Work Environment Council Virtual	\$0	\$0
Andrea Romano	4/29/25	Utilizing Technology to Address Real-World Homeland Security and Cybersecurity Challenges	Virtual Security Today	\$0	\$0
Corrie Pisciotano	4/29/25	Getting Started w/ Vector LMS & Training	Virtual / Vector Solutions	\$0	\$0
Andrea Romano	4/30/25	SDI with MTSS	Virtual CEC	CEC membership- Free	\$0
Shaun Colavita	5/1/25	Utilizing AI for Educator Well-being and Efficiency	MUJC	\$145	\$35.16
Andrea Romano Cristina D'Amico Naome Dunnell	5/1/25	Youth with Behavioral or Emotional Risk: Early Detection and Prevention	Virtual Pearson	\$0	\$0
Anthony DeFelice	5/6/25	Smart Spending, Stronger Schools	Virtual	\$0	\$0
Andrea Romano	5/13/25	FY23 Local Special Education Determination Information Session	Virtual NJDOE	\$0	\$0
Andrea Romano	5/14/25	From Control to Collaboration: Re-thinking Classroom Management	Virtual Aim4Impact	\$0	\$0
Andrea Romano	5/15/25	Getting to "Why": Corrective Action Plans and Root Cause Analysis	Virtual Aim4Impact	\$0	\$0
Vanessa Bisco	5/20/25	Social Executive Functioning Strategies	Farmstead Country Club	\$100	\$4.52
Kathleen Grennan	5/20/25	Social Executive Functioning Strategies	Farmstead Country Club	self pay	TBD
Andrea Romano	5/22/25	Behavioral Threat Assessment Training- NJ K-12 (Virtual Training)	NJDOE Virtual	\$0	\$0
Andrea Romano	5/23/25	Say Something Implementation Workshop	Sandy Hook Promise Virtual	\$0	\$0

Naome Dunnell	5/29/25	Cohort 5 Training on Indicator 7: Preschool Outcomes	Virtual	\$0	\$0
Andrea Romano Cristina D'Amico Naome Dunnell	6/4/25	Trust, Truth, and Tough Choices: Ethics Every Childcare Leader Must Navigate	Virtual Aim4Impact	\$0	\$0
Andrea Romano	6/5/25	Theory of Teacher's Developmental Stages	Virtual Aim4Impact	\$0	\$0

2. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the Occupational Safety and Health Program Plan as attached.
3. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the 2025-2026 School Calendar, as attached.
4. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the ancillary agreements for the 2025-2026 school year with the following districts: ***ADDED***

Green Twp. School District
Hardyston Twp. School District
Lopatcong Twp. School District
Montague School District
Newton School District

Phillipsburg School District
School District of the Chathams
Stanhope School District
Sussex Tech School District
Warren Hills Regional School District

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

Motion passed

D. BUILDINGS AND GROUNDS

1. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve Karl Environmental Group to perform lead testing in the amount of \$1,100.00.

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

Motion passed

XVII. OLD BUSINESS:

NEW BUSINESS:

Andover Board has voted to have armed safety officers in their schools.

Andover Board has decided to take part in Breathe for Change Program - To help students cope with transitions.

XVIII. PUBLIC PARTICIPATION

No public participation

XIX. ADJOURNMENT

There being no further business to come before the Board, the Meeting was called to adjourn by Robert Jones and Seconded by Christopher Bilik, all voiced in favor.

At 8:30 P. M.

Respectfully submitted,



Anthony DeFelice
Business Administrator / Board Secretary

Important dates:

NEXT BOARD MEETING

Full Representative Assembly Meeting

ATTENDANCE IS REQUIRED

June 2, 2025

7:00pm

Northern Hills Academy 10 Gail Ct Sparta, NJ 07871