SUSSEX COUNTY EDUCATIONAL SERVICES COMMISSION
September Minutes
September 14, 2026
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 on the Sussex County Educational Services official website. A 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

BOARD OF DIRECTORS

District	Board of Director Member	Present	Absent
ANDOVER	JANE BYRON	X	
BYRAM	LAUREN PEDERSEN	X	
FRANKLIN	KATHLEEN CLOHESSEY		X
HAMBURG	DAVID DREIFUS		X
HARDYSTON	CLARISSA MAROTTA		X
KITTATINNY	DEBRA COOK	X	
LAFAYETTE	SUZANNE ROSS	X	
MONTAGUE	CAITLIN STATKUS	X	
NEWTON	JOANIE FAYE	X	
OGDENSBURG	BRENDAN DONEGAN	X	
SPARTA	DR. ROQUE MARTINEZ	X	

STANHOPE	AVERY BADOLATO	X	
VERNON	STEPHANIE VECHARELLO		X
WALLKILL VALLEY	GINA DESINO		X
WARREN HILLS	LISA MARSHALL		X

Also in attendance:
Representative Assembly Member for Green Township, Alyssa Eisner

VII. APPROVAL OF THE MINUTES

Motion by Avery Badolato, Seconded by Caitlin Statkus, to approve the following minutes:

August 24, 2026 Regular Meeting Minutes

Voice vote: Andover Abstains, All in attendance Aye.

VIII. PRESIDENT'S COMMENTS:
We have been in school for two weeks now, and we currently have the most students enrolled in NHA in the history of the program.

IX. CORRESPONDENCE

1. September Student Breakfast Menu
2. September Student Lunch Menu
3. Letter of Support from Board Member Lisa Marshall
4. NJDOE and NJDOH Back to School Resource Packet

X. COMMITTEE REPORTS
Personnel & Negotiations -
Buildings and Grounds / Finance -
Programs and Services / Policy -

XI. SUPERINTENDENT'S REPORT
School Opening Day went smoothly, the staff and I are excited and happy to be back in session.

XII. BUSINESS ADMINISTRATOR'S REPORT

<u>Monthly Facilities department report August/September</u>

2 1/2 weeks in August during the summer break we completed cleaning of the interior of the building.
Cleaned all interior and exterior windows.
Strip and refinish all classroom floors and both hallways.
Replaced broken window in room 106.
Repaired door opener/lock on back hallway door leading to the playground.
Inspected playground equipment and replaced chains on swings with vinyl coated chains.

Repair loose exterior railings along walkways.
Cleaned out dryer vent going through roof (fire hazard).
Made repairs to several student desks.
Assisted teachers with moving their desks as needed and classroom set up.
Monthly fire extinguisher and co2 detector inspection. Repair/replace as needed.
Assisted BA with the records storage unit to locate needed files and reorganize both units.
Ordered all needed supplies for summer clean up and stock up supplies for ESY and RSY.
Worked with BA at a new building assessing what could be reused and what can be discarded. This will be ongoing.
Cleaned out the conference room, moved old PC"s to the storage unit.
All daily job duties: school clean up, trash removal sweeping and mopping, etc.

XIII. PUBLIC PARTICIPATION

No public in attendance.

XIV. EXECUTIVE SESSION

Motion by Brendan Donegan, **seconded by** Avery Badolato, to adopt the following resolution and enter into closed Executive Session, all voiced in favor, at 7:20 p.m.:

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

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

NOW, THEREFORE, BE IT RESOLVED, by the Sussex County Educational Services Commission, County of Sussex, State of New Jersey that a closed session will be held on September 14, 2026 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 Avery Badolato**, seconded by** Lauren Pedersen, to close the Executive Session, all voiced in favor at 7:23 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 accept the resignation of the following staff for the 2026-2027 school year:

NAME	POSITION	EFFECTIVE DATE	NOTES
Dendy, Wade	Social Worker	10/15/2026	See attached email
Norton, Laura	Nonpublic Nurse	8/31/2026	See attached email

2. **RESOLVED,** upon the recommendation of the Superintendent, that the Sussex County Educational Services Commission Board of Directors approve an internship for Zabrina Branning, a Rutgers University student currently enrolled in the MSOT program at Kean University. The internship will be for her Level I fieldwork from September 24rd to December 22nd pending completion of all required documentation.***Added***

3. **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, for the **2026-2027 RSY program** not to exceed 28 hours per week: ***Added***

NAME	POSITION	STEP	SALARY	EFFECTIVE DATE	NOTES
Holt, Stacy	PT Paraprofessional	1	$20.50 per hour + $.50 an hour for Bachelors and $.35 for Sub Cert = $21.35 per hour	8/31/2026 - 6/30/2027	Position Approved at August 24th Meeting

4. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the hiring of the following Substitute Teacher, for the **2026-2027 RSY program** not to exceed 28 hours per week: ***Added***

NAME	POSITION	STEP	SALARY	EFFECTIVE DATE	NOTES
Holt, Stacy	Substitute Teacher	1	$20.50 per hour + $.50 for Bachelors and $.35 for Sub Cert = $21.35 per hour plus $5.00 per hour when subbing = $26.35 per hour	8/31/2026 - 6/30/2027	

MOVE: Brendan Donegan		2ND: Caitlin Statkus	
Andover Y	Byram Y	Franklin	Hamburg
Hardyston	Kittatinny Y	Lafayette Y	Montague Y
Newton Y	Ogdensburg Y	Sparta Y	Stanhope Y

Vernon	Wallkill Valley	Warren Hills	

Motion passed

B. FINANCE

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

August 30th & Sept 15th Payroll	$317,261.55
August 25-31, Sept 1-15th (Fund 10)	$291,774.15
August 25-31, Sept 1-15th (Fund 20)	$8,397.73

2. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the attached list of budget transfers for August 2026.

3. **RESOLVED,** that the Sussex County Educational Services Commission Board of Directors approve the following Resolution:

RESOLUTION AUTHORIZING AND DIRECTING THE ACQUISITION OF REAL PROPERTY LOCATED AT 6 GAIL COURT, TOWNSHIP OF SPARTA, COUNTY OF SUSSEX, STATE OF NEW JERSEY, FOR EDUCATIONAL AND RELATED PURPOSES, AND AUTHORIZING THE NEGOTIATION AND EXECUTION OF A PURCHASE AND SALE AGREEMENT AND A LEASE BUYOUT AND TERMINATION AGREEMENT, AND OTHER RELATED ACTIONS, IN CONNECTION THEREWITH.

WHEREAS, the Sussex County Educational Services Commission (the **"Commission"**) is an educational services commission duly created and existing pursuant to *N.J.S.A.* 18A:6-51 *et seq.*, vested with the authority to acquire, hold, and use real property in furtherance of its educational mission and purposes; and

WHEREAS, 6 Gail Court, LLC, a limited liability company of the State of New Jersey (the **"Seller"**), is the owner of certain real property and the improvements located thereon in the Township of Sparta, County of Sussex, State of New Jersey, designated as Block 12008, Lots 5, 5.01, 5.02, 5.03 and 5.04 on the Township of Sparta Tax Maps, commonly known as 6 Gail Court, Sparta, New Jersey 07871, and also known as Commerce Commons III (hereinafter, the **"Property"**); and

WHEREAS, the Property is located in close proximity to existing Commission offices and facilities already located on Gail Court, and the Commission desires to acquire the Property in furtherance of its educational mission and for school, educational and related purposes of the Commission; and

WHEREAS, the Commission and the Seller have negotiated the essential business terms of a proposed Purchase and Sale Agreement, providing for the Commission's acquisition of the Property for a total purchase price of Two Million Seven Hundred Seventy-Five Thousand Dollars ($2,775,000.00), which purchase price is comprised of an actual net acquisition price for the Property of Two Million Two Hundred Thousand Dollars ($2,200,000.00), plus a Lease Buyout Amount of Five Hundred Seventy-Five Thousand Dollars ($575,000.00), the latter to be passed through and credited or paid back to the Seller at closing as

more particularly set forth in the Purchase and Sale Agreement, such that the net consideration to be paid by the Commission for the Property is Two Million Two Hundred Thousand Dollars ($2,200,000.00); and

WHEREAS, the Property is presently subject to an existing lease or occupancy affecting Units 1, 2, 3 and 4 at Commerce Commons III, held by RHA Health Services (the **"Tenant"**), which lease does not expire until December 31, 2031, and which the parties intend to have terminated and bought out at or prior to closing in consideration of a termination fee in the amount of Five Hundred Seventy-Five Thousand Dollars ($575,000.00), pursuant to a certain Lease Buyout and Termination Agreement by and among the Seller, the Tenant and the Commission (the **"Lease Buyout Agreement"**); and

WHEREAS, drafts of the proposed Purchase and Sale Agreement and the proposed Lease Buyout Agreement have respectively been prepared and presented to and reviewed by the Board of Commissioners, in consultation with the Commission's Administration and its legal counsel, it being understood that the same remain subject to ongoing negotiation and finalization; and

WHEREAS, the Board of Commissioners has determined that the acquisition of the Property, upon the terms and conditions substantially set forth herein and in the Purchase and Sale Agreement and the Lease Buyout Agreement, is in the best interests of the Commission and will serve the educational and related purposes of the Commission; and

WHEREAS, the Board of Commissioners now desires to authorize and direct the acquisition of the Property, and to authorize the negotiation and execution of the Purchase and Sale Agreement and the Lease Buyout Agreement respectively, each in such final form as may be approved by the Commission's Administration in consultation with legal counsel, along with other actions reasonable and necessary in connection herewith;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Sussex County Educational Services Commission, as follows:

1. The foregoing recitals are incorporated herein by reference as though fully set forth at length.

2. The acquisition by the Commission of the Property, as defined and discussed above, together with the buildings, improvements and appurtenances thereto, for educational and related purposes of the Commission, is hereby authorized, approved and directed, for a total purchase price of Two Million Seven Hundred Seventy-Five Thousand Dollars ($2,775,000.00), comprised of a net (actual) acquisition price of Two Million Two Hundred Thousand Dollars ($2,200,000.00), plus the Lease Buyout Amount of Five Hundred Seventy-Five Thousand Dollars ($575,000.00) passed through and credited or paid back to the Seller at closing, all as more particularly set forth in the Purchase and Sale Agreement, such that the net consideration to actually be paid by the Commission for the Property is Two Million Two Hundred Thousand Dollars ($2,200,000.00).

3. The negotiation, execution, delivery and performance of a Purchase and Sale Agreement by and between the Commission, as Buyer, and 6 Gail Court, LLC, as Seller, providing for the acquisition of the Property upon the terms and conditions described herein, are hereby authorized and approved, such Purchase and Sale Agreement to be in such final form as may be approved by the Commission's Administration in consultation with legal counsel, the execution thereof to constitute conclusive evidence of such approval.

4. The negotiation, execution, delivery and performance of a Lease Buyout and Termination Agreement by and among the Commission, the Seller and RHA Health Services, as Tenant, providing for the termination and buyout of the existing lease affecting the Property in consideration of a termination fee in the amount of Five Hundred Seventy-Five Thousand Dollars ($575,000.00), are hereby authorized and approved, such Lease Buyout and Termination Agreement to be in such final form as may be approved by the Commission's Administration in consultation with legal counsel, the execution thereof to constitute conclusive evidence of such approval.

5. The acquisition of the Property is, and shall be expressly subject to, and contingent upon, the satisfaction or waiver of the due diligence, environmental, land use, title and other contingencies set forth in the Purchase and Sale Agreement, and the closing of the Lease Buyout Agreement, all in accordance with their respective terms and applicable law. Same shall include without limit any and all such diligence as is required by applicable for in connection with school or educational purposes of the Property, including environmental and land use approvals for those purposes.

6. This resolution shall be expressly subject to the availability and appropriation of sufficient and adequate funds the consummate the acquisition contemplated hereby.

7. The appropriate officers, officials and professionals of the Commission, including the President of the Board, the Board Secretary, and members of Administration, together with legal counsel, are hereby authorized and directed to take all such further actions, and to negotiate, execute and deliver all such further agreements, certificates, closing documents and instruments, and to pay all such costs and expenses, as may be necessary or appropriate to effectuate the acquisition of the Property, and to carry out the intent and purposes of this Resolution and the transactions contemplated hereby.

8. All resolutions or parts of resolutions inconsistent with the terms of this Resolution are hereby repealed to the extent of such inconsistency.

9. This Resolution shall take effect immediately upon its adoption in accordance with law.

MOVE: Caitlin Statkus		2ND: Avery Badolato	
Andover Y	Byram Y	Franklin	Hamburg
Hardyston	Kittatinny Y	Lafayette Y	Montague Y
Newton Y	Ogdensburg Y	Sparta Y	Stanhope Y
Vernon	Wallkill Valley	Warren Hills	

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/ Lodging Cost
Tessa Bedkowski	10/13/26	Community of Practice	WPU	$0	$44.18
Tessa Bedkowski	12/3/26	Community of Practice	WPU	$0	$44.18
Tessa Bedkowski	3/9/27	Community of Practice	WPU	$0	$44.18
Tessa Bedkowski	5/2027	Community of Practice	WPU	$0	$44.18
Andrea Romano	9/16/26	From Control to Connection: Using the Teacher VIBE and LENS to Rethink Classroom Management	ASCD	$0	N/A
Amanda Goldberg	10/12/26	School Nurse Association Annual Meeting	Newton, NJ	$0	$0
Added					
Dawn DiLascio Kristen Sibblies Kathleen Grennan	10/12/26	County Inservice for Counselors and CST Members	Sparta	$0	$0
Anna Gelpke	10/12/26	Warren County Speech Association	Allamuchy	$125	TBD
Rebecca Nitka	10/12/26	Warren County Speech Association	Allamuchy	$125	TBD
Cristina D'Amico	9/22, 12/8, 2/9, 5/11	NJDOE OSE Community of Practice	Virtual	$0	$0
Cristina D'Amico	10/16/26	Community of Practice for PIRS	Virtual	$200	$0

2. **RESOLVED,** at the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the field trip as indicated below:

Staff Member	Rationale	Date	Location	Trip Cost	Transportation
Tessa Bedkowski Carolyn Ackerson	weekly	Food Pantry, Sparta	Life Skills/ Transition	$0	Students walking with permission from family
Tessa Bedkowski Brian Wittman Jessica Goldman ***Added***	weekly	Dunkin Donuts	Life Skills/ Transition/ Functional Math Behavior	$0	Students walking with permission from family
All teachers and related services	weekly	Walking throughout development	Adaptive PE/Social Emotional	$0	Students walking with permission from family

MOVE: Dr. Roque Martinez		2ND: Avery Badolato	
Andover Y	Byram Y	Franklin	Hamburg
Hardyston	Kittatinny Y	Lafayette Y	Montague Y
Newton Y	Ogdensburg Y	Sparta Y	Stanhope Y
Vernon	Wallkill Valley	Warren Hills	

Motion passed

XVI. OLD BUSINESS:

NEW BUSINESS:

XVII. PUBLIC PARTICIPATION

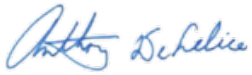
No public in attendance.

XVIII. ADJOURNMENT

There being no further business to come before the Board, the Meeting was called to adjourn by Avery Badolato and Seconded by Jane Byron, all voiced in favor.

At 7:32 P. M.

Respectfully submitted,



Anthony DeFelice
Business Administrator / Board Secretary

Important dates:

NEXT BOARD MEETING
Regular Meeting
October 5, 2026
7:00pm
Northern Hills Academy
10 Gail Ct Sparta, NJ 07871