

SUSSEX COUNTY EDUCATIONAL SERVICES COMMISSION

April Minutes

April 13, 2026

REGULAR MEETING 7:00 P.M.

****Added and Revised****

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. 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 - Hamburg Representative completed Oath of Office

VI. ROLL CALL

BOARD OF DIRECTORS

District	Board of Director Member	Present	Absent
ANDOVER	ROBERT KOROSKI		X
BYRAM	LAUREN PEDERSEN	X	
FRANKLIN	KATHLEEN CLOHESSEY		X
GREEN	MARIE BILIK	X	
HAMBURG	DAVID DREIFUS <i>*Revised*</i>	X	
KITTATINNY	DEBRA COOK	X	
LAFAYETTE	SUZANNE ROSS	X	
NEWTON	JOANIE FAYE	X	
OGDENSBURG	BRENDAN DONEGAN	X	
SPARTA	DR. ROQUE MARTINEZ		X
STANHOPE	AVERY BADOLATO		X

SUSSEX/WANTAGE	TAYLOR DELY		X
VERNON	STEPHANIE VECHARELLO	X	
WALLKILL VALLEY	BRIAN SILIPENA	X	
WARREN HILLS	LISA MARSHALL		X

VII. APPROVAL OF THE MINUTES

Motion by Brendan Donegan, Seconded by Brian Silipena, to approve the following minutes:

March 2, 2026 Regular Meeting Minutes

Voice vote: 1 Abstain - Hamburg, All other present Aye.

VIII. PRESIDENT'S COMMENTS:

Welcome back from spring break.
Please make sure Ethics Forms are completed.

IX. CORRESPONDENCE

1. April NHA Parent Calendar
2. April NHA Lunch Menu
3. NHA Newsletter Email
4. Targeted Review Closeout Letter
5. SRC Public Forums Flyer
6. Trauma-Informed Flyer
7. Special Needs Webinar Series Email
8. Autism New Jersey Monthly News & Updates
9. Project Search Newsletter
10. 2026 Spring Workshop Flyer
11. College of New Jersey In Person Tour Flyer
12. NRESC Transition Flyer
13. Inclusion Festival Invitation
14. Sparta Food Pantry Tricky Tray Flyer
15. Special Needs Resource Directory

X. COMMITTEE REPORTS

Executive - 4/13/26 @ 6:30 PM
Personnel & Negotiations -
Buildings and Grounds / Finance -
Programs and Services / Policy -

XI. SUPERINTENDENT'S REPORT

Sussex County ESC is looking to hire at NHA: As our student enrollment grows and changes, we are looking to hire a FT TOSD teacher to begin immediately. We are also looking for ESY teachers to support our student programming for ESY 2026. Para-Professionals- always looking!!! As our population grows, our students need support.

LDTC- Full Time

Speech Therapists- 2 Full Time

AVAILABLE STAFF FOR YOUR SUMMER PROGRAMS:

Physical Therapists and Occupational Therapists can work on your site if needed

BCBA Available- Part-Time

Sussex County ESC had a very short turnaround time for the month of April as Spring Recess was held and students/staff felt the need for a little bit of a break. The school calendar was revised to make up the snow / emergency days and that brings us to a school end date of June 23rd. This will provide staff with about a week off between our RSY program and ESY 2026. Currently the Superintendent is hiring for all ESY positions. If your district has staff that may be interested in working our 6 week program, please share the information with them.

Project SEARCH

- The interns have started their 3rd and final rotation!
- The interns are finishing up the resumes and practicing their interview skills with Norm the Abilities Job Coach. The interns are able to get a real life experience of how an interview will be.
- The Job Coach Norm, Instructor Amy and I are having conversations with each intern's parents to assist us with job placement ideas. This is a key part of the interns employment process.
- The PS instructor Amy is posting pictures on the Atlantic Health website and the Atlantic Health staff have also posted pictures constantly letting me know how much they love the program.
- The Nourish and Flourish nursing internship is going well. The staff find it very helpful and the intern really enjoys it. They are creating new tasks for the interns to do as they master the basic tasks.
- The interns made a complete book list for the book cart to hand out to the patients who are staying for a few days. The interns will check the next day with each patient to see what book they might want. This is a great opportunity for the interns to further their communication skills.
- The supervisor of PS John gave a tour of the program to a Dad and a student. The student attends West Morris School District. The student's Mom came on a tour 3 months ago and loved the program. She asked if her husband could bring their son and they also loved the tour. The Dad felt the program would be great for their son. They have an IEP meeting this month for their son and are going to ask that their son be able to attend Project Search in September.
- John was able to meet with the Sussex County Library adult education contact. I asked if I could set up a table once a week to give out information about Project Search. She suggested that I give a "class" or presentation at night in one of their rooms. They will advertise it for me on their website and their flyer information.
- John continues to work with the Phillipsburg School District to observe their transition program to see who would be appropriate for our program. They have asked that I wait until January of next year because they are certain that I don't have any students for this year.
- John had a virtual meeting with the The Dover School District Child Study Team to discuss the program more in detail. We have had a student in the past from the Dover District, but there is a new Director of Special Services and a Transition Coordinator. They were very impressed with what we do here in Newton and are looking for time to come on a tour to view the program.
- John set up a Project Search info table on the last Thursday night in February at St Mary's Episcopal Church in Sparta for their Resource Fair. It was a great community event and I was able to make some new connections with other companies and clients.
- John participated in a Thursday evening webinar through DAWN titled "Creating Visual Resumes". The presenter was Magie Webb from Minnesota. It was very informative and a unique way to construct a resume that is too difficult to put into words. I shared the information with Renee from The Department of Labor/Vocational Rehabilitation Services, who is our Program Specialist for Project Search, and she asked that I contact Magie about presenting at

our next Statewide PS meeting. Magie and I had a great conversation- she agreed to present and I connected her with Renee.

- The PS supervisor participated in a Career and Wellness Fair at High Point High School. It was nice to connect with the administration and meet possible Project Search interns. They had a game where each vendor had to give 3 most frequently asked questions about their company beforehand and the students had to ask us a question and if it fit what we do we gave them a sticker. Then they did a drawing to see which students would win a D&D gift card. It was a great event with many vendors.
- The Warren County Transition Resource Fair at North Warren High School is this Saturday. This is a big transition fair with many vendors attending. John will be setting up a table and giving information out about Project Search while collaborating with other service providers.

XII. BUSINESS ADMINISTRATOR’S REPORT

The Business Office has made a decision on a time management company and will be moving forward with the proposal from PrimePoint after Board Attorney Approval. Now that budget season is over, the business office is beginning the end of the year processes and will be working on that for the remainder of the school year in preparation for the 26/27 school year.

XIII. PUBLIC PARTICIPATION

Caitlin Statkus was present at the meeting as a member of the public. The statements made focused on budget concerns for NJ school districts. Discussed regional transportation plans for districts to share costs. Made the statement that in many cases transportation costs are greater than tuition costs. Believes that districts must work together to solve transportation issues.

XIV. 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 2025-2026 school year:

NAME	POSITION	EFFECTIVE DATE	NOTES
Carlito Jones	PT Paraprofessional	3/20/2026	See attached
Jaimie Donahue	COTA	4/13/2026	See attached
Jessica Blundetto	PT Paraprofessional	4/2/2026	See attached

2. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors hiring the following Full-Time Administrative Assistant to the Principal for the remainder of the **2025-2026 RSY Program** pending completion of all paperwork:

NAME	POSITION	SALARY	EFFECTIVE DATE	NOTES
Marlana Farina *Revised*	FT Administrative Assistant to Principal	\$52,000	4/1/2026- 6/30/2026	Prorated Position Approved in March 2026

				Board Meeting
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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 **2025-2026 RSY Program** pending completion of all paperwork.:

NAME	POSITION	STEP	SALARY	EFFECTIVE DATE	NOTES
Jeremiah Vitale	PT Paraprofessional	3	\$20.55 per hour	4/3/2026 - 6/30/2026	
Kira Alemy	PT Paraprofessional	3	\$20.55 per hour	4/14/2026 - 6/30/2026	

4. **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 certificated staff for the **2025-2026 RSY Program** pending completion of all paperwork:

NAME	POSITION	STEP	SALARY	EFFECTIVE DATE	NOTES
Shannon Baloché	P/T Nonpublic Teacher	6	\$36.25 per hour	3/18/2026 - 6/30/2026	

5. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the request for an unpaid Leave of Absence due to a medical condition beginning on April 13, 2026 through June 30, 2026, for employee number 45381308.

MOVE: Stephanie Vecharello		2ND: Lauren Pedersen	
Andover	Byram Y	Franklin	Green Y
Hamburg Y	Kittatinny Y	Lafayette Y	Newton Y
Ogdensburg Y	Sparta	Stanhope	Sussex/Wantage
Vernon Y	Walkkill Valley Y	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:

March Payroll	\$460,176.69
March (Fund 10)	\$79,103.21
March (Fund 20)	\$1,422.32

- RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the attached list of budget transfers for March 2026.
- RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the following budget increase in the amount of \$4,053.20 for March 2026.
- RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the Board Secretary’s Report and Treasurer’s Report for January and February 2026 as attached. ***Added***
- RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the proposal from PrimePoint HR & Payroll for Time & Labor Management as attached.
- RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the proposal from PowerSchool for SchoolMessenger Communicate as attached.
- RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the agreement and rates for the Public Employer Trust for Medical and Dental insurance as attached.

MOVE: Brendan Donegan		2ND: Brian Silipena	
Andover	Byram Y	Franklin	Green Y
Hamburg Y	Kittatinny Y	Lafayette Y	Newton Y
Ogdensburg Y	Sparta	Stanhope	Sussex/Wantage
Vernon Y	Wallkill Valley Y	Warren Hills	

Motion passed

C. PROGRAMS AND SERVICES

- 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
Andrea Romano	3/12/26	THE EVALUATION PROCESS IN CHILDREN WITH ASD	Online	\$0	\$0

Vanessa Bisco	5/12/26	Treatment of Childhood Apraxia: A Practical Guide	Farmstead Golf & Country Club Lafayette, NJ	\$100	TBD
Nancy Daly	3/26/26	Teaching Sentences with Intention: Differentiation, Language, and Transfer	EdWeb Online	\$0	\$0
Nancy Daly	4/2/26	Top reasons students struggle in elementary math and what to do about it	EdWeb Online	\$0	\$0
Lindy Powell Corrie Pisciotano	5/19/26	HR Intensive: In Person Breakfast Seminar	Perona Farms, Andover, NJ	\$100 (\$50 each)	\$6.70
Andrea Romano	5/8/26	Understanding and Treating the Complex Puzzle of Non-Suicidal Self-Injury	Online	\$0	\$0
Joseph Garcia	3/26/26	Getting Started with Safe Schools	Vector Training	\$0	\$0
Joseph Garcia	3/26/26	Maintenance Safety	Vector Training	\$0	\$0
Joseph Garcia	3/25/26	Hand and Power Safety Tool	Vector Training	\$0	\$0
Joseph Garcia	3/25/26	ARC Flash Safety	Vector Training	\$0	\$0
Joseph Garcia	3/25/26	Hearing Conservation	Vector Training	\$0	\$0
Joseph Garcia	3/25/26	Ladder Safety	Vector Training	\$0	\$0
Joseph Garcia	3/26/26	Manager Role in Safety and Liability	Vector Training	\$0	\$0
Marlana Farina	4/10/26	Getting Started with Safe Schools	Vector Training	\$0	\$0
Marlana Farina	4/10/26	De-Escalation Strategies	Vector Training	\$0	\$0
Marlana Farina	4/10/26	Managing Difficult Behaviors	Vector Training	\$0	\$0
Marlana Farina	4/10/26	Sexual Harassment: Staff-to-Staff	Vector Training	\$0	\$0
Marlana Farina	4/10/26	Sexual Misconduct: Staff-to-Student	Vector Training	\$0	\$0
Marlana Farina	4/10/26	Special Education: Safety in the Classroom	Vector Training	\$0	\$0
Marlana Farina	4/10/26	How to Recognize a Potential Attack is Imminent or Underway	Vector Training	\$0	\$0
Lindy Powell	4/16/26	Family Medical Leave Act (FMLA) and Health Benefit Plans	Brown and Brown Virtual	\$0	\$0
Marlana Farina	4/10/26	Warning Signs and Pre-attack Indicators	Vector Training	\$0	\$0
Marlana Farina	4/10/26	Sexual Harassment: Policy and Prevention	Vector Training	\$0	\$0
Marlana Farina	4/10/26	Discrimination Awareness in the Workplace	Vector Training	\$0	\$0
Marlana Farina	4/10/26	Discrimination: Avoiding Discriminatory Practices	Vector Training	\$0	\$0
Marlana Farina	4/10/26	Child Abuse: Mandatory Reporting	Vector Training	\$0	\$0
Andrea Romano	4/16/26	Family Medical Leave Act (FMLA) and Health Benefit Plans	Brown and Brown Virtual	\$0	\$0
Anthony DeFelice	4/16/26	Family Medical Leave Act (FMLA) and Health Benefit Plans	Brown and Brown Virtual	\$0	\$0

P & R 1552	Sexual Harassment – Staff (M) (New)
P & R 2530	Resource Materials (Revised)
P & R 2535	Library Material (M) (New)
P 3362	Sexual Harassment (M) (Abolished)
R 3362	Sexual Harassment of Teaching Staff Members Complaint Procedure (Abolished)
P 4352	Sexual Harassment (M) (Abolished)
R 4352	Sexual Harassment of Support Staff Members Complaint Procedure (Abolished)
P & R 9130	Public Complaints (Revised)

MOVE: Stephanie Vecharello		2ND: Lauren Pedersen	
Andover	Byram Y	Franklin	Green Y
Hamburg Abstain	Kittatinny Y	Lafayette Y	Newton Y
Ogdensburg Y	Sparta	Stanhope	Sussex/Wantage
Vernon Y	Wallkill Valley Y	Warren Hills	

Motion passed

XV. OLD BUSINESS:

Please complete your Ethics Disclosure Forms by April 24th.

NEW BUSINESS:

CSA Evaluation - we are experiencing technical issues.

XVI. PUBLIC PARTICIPATION

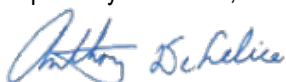
None

XVII. ADJOURNMENT

There being no further business to come before the Board, the Meeting was called to adjourn by Stephanie Vecharello and Seconded by Brian Silipena, all voiced in favor.

At 7:44 P. M.

Respectfully submitted,



Anthony DeFelice
Business Administrator / Board Secretary

Important dates:

NEXT BOARD MEETING

Regular Meeting

May 4, 2026

7:00pm

Northern Hills Academy 10 Gail Ct Sparta, NJ 07871