

# SUSSEX COUNTY EDUCATIONAL SERVICES COMMISSION

## January Agenda

January 8, 2024

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

**I. CALL TO ORDER BY MR. MOSCATELLO, PRESIDENT**

**II. ANNOUNCEMENT OF NOTICE**

The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice and to attend meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this act, the Sussex County Educational Services Commission has caused advance notice of this meeting by having the date, time and place published in the NJ Herald, Star Ledger, and at the County of Sussex Clerk's Office. Meeting notice was posted on the door at the Northern Hills Academy.

**III. FLAG SALUTE**

**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.

**VI. OATH OF OFFICE**

**VII. ROLL CAL**

ANDOVER	BRIAN HERTENSTEIN
BYRAM	TBD
FRANKLIN	KATHLEEN CLOHESSEY
FRELINGHUYSEN	KIMBERLY NEUFFER
GREEN	CHRISTOPHER BILIK
HAMBURG	ROBERT JONES
HARDYSTON	RON HOFFMAN
KITTATINNY	DEBRA COOK
LAFAYETTE	SUZANNE ROSS
NEWTON	JOANIE FAYE
SPARTA	TBD
STANHOPE	GIL MOSCATELLO
SUSSEX-WANTAGE	NICK D'AGOSTINO
VERNON	CARL CONTINO
WALLKILL VALLEY	VIRGINIA JONES

**VIII. APPROVAL OF THE MINUTES**

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

December 4, 2023 Regular Meeting

Voice vote:

**IX. PRESIDENT’S COMMENTS:**

**X. CORRESPONDENCE**

**XI. COMMITTEE REPORTS**

Personnel & Negotiations – None  
Buildings and Grounds / Finance - Met on January 4, 2024  
Programs and Services / Policy -None

**XII. SUPERINTENDENT’S REPORT**

**XIII. BUSINESS ADMINISTRATOR’S REPORT**

The business office is working on completing 1099's and W-2's.

As the year progresses and different circumstances come up, Lindy and I are working together to continue her training and handle the new circumstances as they arise.

**XV. PUBLIC PARTICIPATION**

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

**A. PERSONNEL**

1. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the job description for Instructional Coach, as attached.
2. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the job description for Early Childhood Supervisor Consultant, as attached.
3. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the job description for Preschool Intervention and Referral Specialist , as attached.
4. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve an FMLA leave of absence for employee #47307541 using accumulated sick days from December 18, 2023 through on or about January 8, 2024.
5. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors accept the following resignations:

Kerry Santiago - Paraprofessional - Effective January 12, 2024  
 Jackie Kartonos - Part time non-public teacher - Effective January 2, 2024  
 Elizabeth Boyle - Speech Therapist - Effective January 12, 2024

6. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the .50 increase for Jennfier Reasoner for Bachelor's degree effective November 20, 2023.
7. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the termination of local employee #989 for job abandonment effective January 8, 2024.
8. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the following OT internships beginning on or after January 8, 2024.

NAME	COLLEGE	PROGRAM	MEMO
Michael Papas	Raritan Valley Community College	COTA Program - Level II	daily Mon-Friday
Eric Gonzalez	Kean University	OTR Program - Level I	1x week for 10 weeks

9. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the following part time non public teacher, pending grant funding:

NAME	POSITION	STEP	SALARY	MEMO
TBD	Part time non public teacher	Not to exceed step 15	Not to exceed \$42.29 per hour	Not to exceed 28 hours a week

MOVE:		2ND:	
Andover	Byram	Franklin	Frelinghuysen
Green	Hamburg	Hardyston	Kittatinny
Lafayette	Newton	Sparta	Stanhope
Sussex-Wantage	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:

December Payroll	\$
December (Fund 10)	\$
December (Fund 20)	\$

2. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the revised rate sheet for the 2023-2024 school year, as attached.
3. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the rate sheets for the 2024-2025 school year, as attached.

MOVE:		2ND:	
Andover	Byram	Franklin	Frelinghuysen
Green	Hamburg	Hardyston	Kittatinny
Lafayette	Newton	Sparta	Stanhope
Sussex-Wantage	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 professional development activities:

Staff Member	Date	Workshop	Location	Cost	Transportation/ Mileage Cost
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Wade Dendy	1.8.24-1.10.24	Handle With Care Certification	Hilton, 15 Nevins Rd, Wayne, NJ	\$1525.00	\$161.02
Andrea Romano	1.25.24	Compliance: Are You In or Are You Out?	Virtual	0	0
Tessa Bedkowski	2.2.24	Self Regulation Interventions	Virtual	\$249.99	0
Andrea Romano	2.22.24	How to Modify Materials for Your Students	Virtual	0	0
Corrie Pisciotano	2.22.24	The indispensable Office Manager	Virtual	0	0
Corrie Pisciotano	3.26.24	Succeeding as as Administrative Professional	Virtual	0	0
Andrea Romano	3.28.24	Spring Into A New Curriculum - What You Need to Know	Virtual	0	0
Rebecca Nitka	TBD	Augmentative Communication Strategies & Implementation for Early Childhood	Virtual / On Demand	0	0

2. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the submission of the 2022-2023 HIB grades as 52/78, as attached.
  
3. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the revised contract for Dance to Learn for the following dates for 2024:
  - January 11, 18, 25
  - February 1, 29
  - March 7, 14, 21
  - April 11, 18, 25
  - May 2, 9, 16, 23, 30

MOVE:		2ND:	
Andover	Byram	Franklin	Frelinghuysen
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Lafayette	Newton	Sparta	Stanhope
Sussex-Wantage	Vernon	Wallkill Valley	

Motion pass      Yay / Nay

**E. POLICY**

1. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the first reading of the following policy:

P4161 - Examination for Cause

MOVE:		2ND:	
Andover	Byram	Franklin	Frelinghuysen
Green	Hamburg	Hardyston	Kittatinny
Lafayette	Newton	Sparta	Stanhope
Sussex-Wantage	Vernon	Wallkill Valley	

Motion pass      Yay / Nay

**F. BUILDINGS AND GROUNDS**

MOVE:		2ND:	
Andover	Byram	Franklin	Frelinghuysen
Green	Hamburg	Hardyston	Kittatinny
Lafayette	Newton	Sparta	Stanhope
Sussex-Wantage	Vernon	Wallkill Valley	

Motion pass      Yay / Nay

**XVII. OLD BUSINESS:**

**NEW BUSINESS:**

**XVIII. PUBLIC PARTICIPATION**

**XIX. 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:  
February 5, 2024 at 7 PM**