

SUSSEX COUNTY EDUCATIONAL SERVICES COMMISSION

June Minutes

June 27, 2022

REGULAR MEETING 7:00 P.M.

I. CALL TO ORDER BY MR. MOSCATELLO, PRESIDENT

Mr. Moscatello called the meeting to order at 7:00 pm.

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

Mr. Moscatello led the salute to the flag.

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. ROLL CALL

ANDOVER	MARIA DUNBAR	PRESENT
BYRAM	MARY ANN RISLEY	PRESENT
FRANKLIN	SUZANNE ROSS	ABSENT
GREEN	MARIE BILIK	PRESENT
HAMBURG	ROBERT JONES	PRESENT
HARDYSTON	RON HOFFMAN	PRESENT
KITTATINNY	MOIRA DOUGLAS	ABSENT
LAFAYETTE	LISA CARLSON	PRESENT
LENAPE VALLEY	MIKE ROSSI	ABSENT
NEWTON	JOANIE FAYE	PRESENT
SPARTA	PATRICK MCKERNAN	ABSENT
STANHOPE	GIL MOSCATELLO	PRESENT
SUSSEX-WANTAGE	MICHAEL GALL	ABSENT
VERNON	THERESA SCURA COUGHLIN	PRESENT
WALLKILL VALLEY	VIRIGINIA JONES	PRESENT

ALSO PRESENT: Andrea Romano - Superintendent
 Erin Siipola - Business Administrator / Board Secretary
 John O'Hara - Supervisor of SLE
 Lily Welch - Project Search Student
 Michael Benyo - Project Search Student

VI. OATH OF OFFICE - Mrs. Siipola Administered the Oath of Office to Ms. Dunbar

VII. OTHER BOARD ACTION

1. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors accept the resignation of Richard Kuncken from the Board of Directors effective June 13, 2022.

MOVE: Ms. Faye		2ND: Ms. Risley	
Andover Aye	Byram Aye	Franklin	Green Aye
Hamburg Aye	Hardyston Aye	Kittatinny	Lafayette Aye
Lenape Valley	Newton Aye	Sparta	Stanhope Aye
Sussex-Wantage	Vernon Aye	Wallkill Valley Aye	

Motion is carried.

VIII. APPROVAL OF THE MINUTES

Motion by Ms. Carlson, Seconded by Ms. Risley, to approve the following minutes:

June 6, 2022 Regular Meeting
 June 6, 2022 Executive Session

Voice vote: All voiced in favor.

IX. PRESIDENT'S COMMENTS:

Mr. Moscatello reported on the committee reports below.

X. CORRESPONDENCE

There was no correspondence.

XI. COMMITTEE REPORTS-

Personnel & Negotiations – June 23,, 2022 - Mr. Moscatello stated the committee discussed final appointments for ESY & RSY. We were able to hire paraprofessionals. There was a situation with an increment withholding discussed in committee, but some board members were upset they were not aware of it. The Committee came up with some recommendations:

1. Agendas for committees will be sent to every committee
2. Committee minutes will be sent to the Board of Directors

Buildings and Grounds / Finance - None
Programs and Services / Policy -None

XII SUPERINTENDENT'S REPORT

Intern Presentation : Lily Walker and Michael Benyo

The month of June has been a series of final evaluation and summative evaluation meetings for teachers and para-professionals. Each para-professional met face to face with the Superintendent to discuss their ideas about professional development and how SCESC could potentially assist/support their individual goals. Many para-professionals provided great ideas regarding additional training and further training in areas of autism, safety and behavioral support. Job performance was discussed as well as areas of improvement. The para-professionals responded positively to the meeting with the superintendent and provided excellent feedback.

All 25+ certified staff members had their final summative meetings with the Superintendent. The Stronge Teacher Evaluation System includes all certified staff. The superintendent is happy to report that all staff have fallen into 2 categories this year; highly effective or effective. Total numbers of each can be broken down further.

During the last week of school on the slated in-service days, the Superintendent met with the para-professional staff to introduce the new para-professional evaluation system that compliments the teacher system. Both PEPES/TEPES Stronge evaluation platforms provide more concrete performance information and less subjective information. Paraprofessionals spent almost 2 hours training on what an observer could see based on their feedback in each performance indicator. This training was absolutely awesome.

Para-professionals also created a list of 25 reasons they like working at NHA. In addition, both teachers and para-professionals participated in a "Gut Level Reflection". In this pedagogy style, all staff had an opportunity to reflect on their classrooms, their colleagues, students, their instruction and school events to determine if they had positive feedback, negative or mixed feedback. It is a way to determine areas to reflect on moving forward. Staff were then asked to determine some personal goals about their teaching/or support in the program. Feedback from staff was positive.

Additional staff development on the last few days of school included CPR, Behavior Talk with Wade (School Social Worker) and reviewing behavioral supports with Supervisor Femiano and Social Worker Wade Dendy.

Superintendent interviewed multiple candidates for open related services positions. About 15 interviews were held and 3 candidates are on the agenda for FT positions. Several other positions still need to be filled in the related services field.

Two ESY teacher positions were also filled. Both positions are filled with teachers from local school districts. Several para-professional positions are also being filled by staff from local school districts.

Superintendent, Supervisor Femiano and Consultant Pam Cuning attended STRONGE training at Vernon School District to calibrate for teacher evaluations for the 2022-2023 school year. Thank you to Vernon for always hosting and inviting us to participate.

Northern Hills Academy

Since our last board meeting several wonderful activities have been held at NHA. Our co-programs for parents, friends or family of Mother's Day Tea and Donuts with Dads occurred on the same day as our Pinewood Derby. It was truly an amazing experience for all students and their families. We had a rather large representation of our student population with parents, grandparents, guardians or chosen people attending the program. Staff ensured that no student felt left out if a parent/loved one/guardian could not attend.

The pinewood derby experience was loud and super fun for students. They spent several days creating unique cars by painting, stickering and/or decorating their cars. Many of the students were very creative in building their cars. The challenge of getting your car to the finish line was both fierce and fun. It was great to see a fun time had by all. The pride in the students' cars was seen all over their faces. Thank you to Social Worker Mr. Wade for making it all happen.

A beautiful day called for an amazing graduation and awards ceremony. The sun was shining and students/staff were kept comfortable under a tent. All 45 students attended the ceremony and over 60 parents/families attended also. A total of 3 high school graduates and 3 8th grade graduates were expected to accept their diplomas/certificates of completion from NHA, however 2 from each group were actually on hand to receive the documents. Then all students received classroom awards that their teachers picked especially for them. It was an amazing ceremony for parents to show their pride in their children and staff to show how progress in academic areas were made.

Finally this ceremony is also an opportunity for SCESC staff to nominate their colleagues for RISE awards - Recognizing Inspiring School Employees. It was an amazing day. Thank you to Gil Moscatello, Board President, for joining us. Thank you to the Lafayette School District for allowing us to borrow chairs.

Project Search

So six interns participated in an amazing graduation ceremony hosted by Atlantic Health. The program was held in the Romano Conference Center and the interns invited their family members, their case managers and in some cases Superintendent's from their schools to join them in celebrating the completion of the 2021-2022 Project Search Program. Representatives from all areas of the Newton Medical Center participated in the program. President Bob Adams welcomed the interns and discussed the impact that the program has had on the hospital. Chief Diversity Officer Armond Kinsey spoke about how Project Search provides the hospital with another opportunity to showcase their Diversity and Inclusion programs. The benefit of supporting the interns into sustainable job opportunities is real and 4 out of the 6 interns were offered positions at Newton Medical Center. On hand to celebrate were all of the mentors and the mentor managers from Newton Medical Center.

Supervisor John O'Hara welcomed the families, spoke about the integrity and fidelity of the program. He shared information about the interns but the best part of the program was listening to the interns, all 6 of them, speak about how the program benefitted them and brought their skill sets to a higher level. All of our partners in Project Search, such as DVRS, DDD, and Abilities, were there to celebrate the interns in completing this program.

XIII. BUSINESS ADMINISTRATOR'S REPORT

The business office has been busy working on closing out the year with open invoices and billing. All employment contracts from the May and June 6th board meeting have been sent out and returned.

In accordance with Chapter 47 P.L. 2015 attached is a list of contracts that the board previously awarded and intends to renew, award, or permit to expire.

XIV. PUBLIC PARTICIPATION

There was no public participation.

XV. 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 accept with regret the following resignations:

Ivy Nisler - Paraprofessional - Effective June 13, 2022
 Matthew Shatrowskas - Paraprofessional / Substitute Custodian - Effective June 30, 2022

2. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission approve the following certified staff for ESY 2022, for up to 30 days as follows:

NAME	POSITION	STEP	SALARY	Effective Date	MEMO
Kailee Gori	Teacher	4	\$310.05	7/5/22 - 8/15/22	Up to 30 days
Rachael Tucker	OT Therapist	2	\$271.74	7/5/22 - 8/15/22	Up to 5 days
Dawn Kuncken	PT Therapist	17 MA30	\$429.89	7/5/22 - 8/15/22	Up to 5 days
Caitlin Cleary	Teacher	11	\$360.05	7/5/22 - 8/15/22	Up to 30 days
TBD	Social Worker	Not to exceed 15 MA	Not to exceed \$421.73	7/5/22 - 8/15/22	Up to 15 days
Anna Gelpke *Added	Speech Therapist	2MA	\$331.25	7/5/22 - 8/15/22	Up to 5 days

3. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission approve the following part-time staff for ESY 2022, for up to 30 days as follows:

NAME	POSITION	STEP	TOTAL RATE PER HOUR (Includes additional compensation)	ADDITIONAL COMPENSATION PER HOUR	EFFECTIVE DATE	MEMO

Donna Cross	Para	3	\$16.45		7/5/22 - 8/15/22	Up to 30 days
Christy Tonnessen	Para	16	\$24.35 per hour	\$.15 Praxis \$.35 Sub \$.50 Bachelors	7/5/22 - 8/15/22	Praxis, Sub & Bachelor's
Ashley Pryer	Para	13	\$21.00		7/5/22-8/15/22	
Kerry Santiago	Para	16	\$23.35		7/5/22-8/15/22	
Courtney Ross	Para	3	\$16.40	\$.35 Sub	7/5/22 - 8/15/22	Sub
Judith Deskins*	Para	11	\$20.00		7/5/22 - 8/15/22	
Sydney Cope	Para	4	\$16.95	\$.50	7/5/22-8/15/22	Bachelor's Degree
Cameron Mastenbrook	Para	1	\$15.45		7/5/22 - 8/15/22	
Brianna Inglima	Para	2	\$15.65		7/5/22 - 8/15/22	Up to 30 days

4. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission approve the following full time certified staff for the 2022-2023 school year, as follows:

NAME	POSITION	STEP	SALARY	Effective Date	MEMO
Dawn Kuncken	Physical Therapist	17MA30	\$79,100	9/1/22-6/30/23	
Rachael Tucker	OT Therapist	2MA	\$59,350	9/1/22-6/30/23	
Anna Gelpke *Added	Speech Therapist	4MA	\$61,550	9/1/22 - 6/30/23	

5. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission approve the following part time paraprofessionals for the 2022-2023 school year, not to exceed 28 hours a week.

NAME	POSITION	STEP	TOTAL RATE PER HOUR(Includes additional Compensation)	ADDITIONAL COMPENSATION PER HOUR	AMOUNT
Christine Lombardo	Para-Professional	10	\$19.50		

Kira Eberly	Para-Professional	12	\$21.00	Bachelor Degree	\$.50
Malina Glass Elko	Para-Professional	7	\$18.50	Sub Teacher Associates Degree	\$.35 \$.35
Meliza Guzman	Para-Professional	4	\$16.80	Associates Degree	\$.35
Kelsey Hintzen	Para-Professional	13	\$21.00		
Sue Inqlima	Para-Professional	8	\$18.25		
Joann Johnson	Para-Professional	4	\$16.45		
Brittany Kinsora	Para-professional	10	\$19.85	Associates Degree	\$.35
Jaimie Kocher	Para-Professional	8	\$18.80	RBT Associates Degree	\$.20 \$.35
Jennifer Lockman	Para-Professional	12	\$20.50		
Janet Magistro	Para-Professional	5	\$16.90		
Keely Schmerber	Para-Professional	7	\$18.65	Sub Teacher Bachelor Degree	\$.35 \$.50
Christy Tonnessen	Para-Professional	16	\$24.35	Sub Teacher Bachelor Degree Praxis	\$.35 \$.50 \$.15
Kristen Van-Clief	Para-Professional	5	\$17.40	Bachelor Degree	\$.50
Meghan Murphy	Para-Professional	5	\$16.90		
Elizabeth Williams	Para-Professional	4	\$16.45		
Ashley Pryer	Para-Professional	13	\$21.00		
Caroline Ackerson	Para-Professional	13	\$21.85	Bachelor's Degree Sub Teacher	\$.50 \$.35
Courtney Ross	Para-Professional	3	\$16.40	Sub Teacher	\$.35
Hema Patel	Para-Professional	4	\$16.95	Bachelor's Degree	\$.50
Kerry Santiago	Para-Professional	16	\$23.35		
Judith Deskins	Paraprofessional	11	\$20.00		
Melanie Radice	Para-Professional	10	\$19.85	Associates Degree	\$.35

*Added					
Lindy Powell	Para-Professional	9	\$19.15	Praxis	\$.15

6. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve the following substitute teachers for the 2022-2023 school year, not to exceed 28 hours a week.

NAME	POSITION	STEP	22-23 SALARY	Effective Date
Dana Gunter	Substitute Teacher		\$105 per diem	7/1/22 - 6/30/23
Courtney Ross	Substitute Teacher	3	\$16.40 per hour + \$5 per hour	7/1/22 - 6/30/2023
Hema Patel	Substitute Teacher	4	\$16.95 + \$5 per hour	7/1/22 - 6/30/2023

7. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors rescind the following employment contracts for the 2022-2023 school year.

NAME	POSITION	STEP	22-23 SALARY	Effective Date
Nancy Hammill	Speech Therapist		\$421.19 per diem	
Mathew Shatrowski	Sub Custodian		\$20.02 per hour	

8. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve staff member #45732559 for an unpaid leave of absence for the 2022-2023 school year.
9. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve Caroline Ryerson, student at Nova Southeastern University to complete 10 observation hours for graduate speech program entrance from June 15, 2022 through August 15, 2022.
10. **RESOLVED**, upon the recommendation of the Superintendent that the Sussex County Educational Services Commission Board of Directors approve Nancy Hammill, Speech Therapist to work one day a week at Wallkill Valley for the 2022 ESY program at a rate of \$60.17 per hour.
- *Added**

MOVE: Ms. Risley		2ND: Ms. Carlson	
Andover Aye	Byram Aye	Franklin	Green Aye
Hamburg Aye	Hardyston Aye	Kittatinny	Lafayette Aye
Lenape Valley	Newton Aye	Sparta	Stanhope Aye
Sussex-Wantage	Vernon Aye	Walkkill Valley Aye	

Motion is carried.

B. FINANCE

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

May Payroll	\$ 298,047.12
June Payroll	\$ 249,214.59
June Bills (Fund 10)	\$ 159,556.85
June Bills (Fund 20)	\$ 11,565.38

2. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the Board Secretary's Report and Treasurer's Report for May 2022 (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 April 2022 (as attached).
4. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the attached list of budget transfers for March 2022.
5. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the attached list of budget transfers for April 2022.
6. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the budget increase in the amount of \$12,180 for April & May 2022.
7. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors accept the funds of the 2020-2021 School Security Grant in the amount of \$ 16,625.
8. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the contract with Planet Networks for 36 months at a monthly cost of \$4,006.05, as attached.

MOVE: Ms. Carlson		2ND: Ms. Risley	
Andover Aye	Byram Aye	Franklin	Green Aye
Hamburg Aye	Hardyston Aye	Kittatinny	Lafayette Aye
Lenape Valley	Newton Aye	Sparta	Stanhope Aye
Sussex-Wantage	Vernon Aye	Walkkill Valley Aye	

Motion is carried.

C. PROGRAMS AND SERVICES

1. **RESOLVED**, that the Sussex County ESC Board of Directors approve the following professional development activities:

Staff Member	Date	Workshop	Location	Cost	Transportation/ Mileage Cost
Andrea Romano	06.22.22	Built In Presents: LGBTQIA+ in the Workplace - Building a Culture of Belonging	online	\$0	0

2. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the Memorandum of Understanding with Abilities Northwest Jersey, Inc. for the 2021-2022 school year, as attached.
3. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the contract with Bergen County Special Services School District for Audiological services for a student for up to 5 hours, as needed during the 2022-2023 school year in the amount of \$940.00. (This is part of funding that SCESC bills to Non-Public School District requesting services)
4. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors approve the STRONGE Evaluation system for paraprofessional, non-certified staff and certified staff for the 2022-2023 school year.
5. **RESOLVED**, that the following appointment be made for the period of July 1, 2022– June 30, 2023:

WHEREAS, there exists a need for an LDTC consultant, and

WHEREAS, the funds are available for these purposes, and,

WHEREAS, the Local Public Contracts Law N.J.S.A. 18A:18A-5 requires that the resolution authorizing the award of contracts for “Professional Services” without competitive bids must be publicly advertised.

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

A to Z Kidz, be appointed to provide LDTC Services at a rate \$55 an hour for hourly services, \$220 for Initial or reevaluation assessment, \$130 for annual reviews, \$55 for evaluation planning meeting and \$160 for additional – per case for case manager (initials and reevaluations only) for a maximum amount not to exceed \$100,000 for the period of July 1, 2022 – June 30, 2023.

These appointments are made without Competitive bidding as “Professional Services” under the provisions of N.J.S.A. 18A:18A-5. because such services are recognized professions licenses and regulated by law not allowing for competitive bids.

Notice of Award of Professional Services

The Sussex County Educational Services Commission Board of Directors have awarded the following FY 2022-2023 contracts for a maximum amount not to exceed \$100,000 without competitive bidding for professional services pursuant to N.J.S.A. 18A:18A-5 at its June 6, 2022 regular meeting:

A to Z Kidz - LDTC

This contract and board resolution authorizing this professional service is available for public inspection in the Office of the Board Secretary.

6. **RESOLVED**, that the following appointments be made for the period July 1, 2022, through June 30, 2023:

WHEREAS, there exists a need for OT/PT/Speech services consulting services,

WHEREAS, there are funds available for these purposes, and,

WHEREAS, 18A:18A-5 et seq. requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised.

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

Performance Pediatrics be appointed to provide OT/PT/Speech Services at a rate of \$80 per hour, \$70 per hour for Physical Therapy Assistant \$70 per hour for Certified Occupational Therapy Assistant, \$475 per evaluation, \$55 per hour non public planning / evaluation meeting and a 1% administrative charge fee for the period of time of July 1, 2022- June 30, 2023 for a maximum not to exceed \$300,000.

These appointments are made without competitive bidding as "Professional Services" under the provisions of N.J.S.A. 18A-18A-5 et seq. because such services are recognized professions licensed and regulated by law not allowing for competitive bids.

Notice of Award of Professional Services

The Sussex County Educational Services Commission Board of Directors have awarded the following FY 2022-2023 contracts for a maximum amount not to exceed \$300,000 without competitive bidding for professional services pursuant to N.J.S.A. 18A:18A-5 at its June 6, 2022 regular meeting:

Performance Pediatrics - Speech, OT, PT

7. **RESOLVED**, that the Sussex County Educational Services Commission Board of Directors enter into contracts for ancillary educational services under Public Itinerant Programming with the following districts for the 2022-2023 school year:

Washington Borough
Vernon
Montague
Kittatinny
Sandyston/Walpack

MOVE: Ms. Carlson		2ND: Ms. Risley	
Andover Aye	Byram Aye	Franklin	Green Aye
Hamburg Aye	Hardyston Aye	Kittatinny	Lafayette Aye

Lenape Valley	Newton Aye	Sparta	Stanhope Aye
Sussex-Wantage	Vernon Aye	Walkkill Valley Aye	

Motion is carried.

XVI. OLD BUSINESS - There was no old business.

NEW BUSINESS - There was no new business.

XVII. PUBLIC PARTICIPATION

There was no public participation.

XVIII. RESOLUTION FOR EXECUTIVE SESSION (Closed)

Motion by Ms. Carlson, seconded by Ms. Risley, to adopt the following resolution and enter into closed Executive Session, all voiced in favor, at 7:46 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 24, 2022 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 Mr. Jones, seconded by Ms. Faye, to close the Executive Session, all voiced in favor at 8:31 p.m.:

The Board entered into Regular Session entered into Regular Session at 8:31 p.m.

XIX. ADJOURNMENT

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

Respectfully submitted,



Erin Siipola
Business Administrator / Board Secretary

At 8:31 P. M.

Important dates:

NEXT BOARD MEETING:

**Important dates:
Regular Board of Directors Meeting:
August 22, 2022 at 7 PM**