

SOUTH BERGEN JOINTURE COMMISSION
500 Route 17 South, Suite 307
Hasbrouck Heights, New Jersey 07604

REGULAR MEETING
September 20, 2017

PLEDGE OF ALLEGIANCE

NJ OPEN PUBLIC MEETINGS LAW

The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Business Administrator-Secretary has caused notice of this meeting to be sent to the following, announcing time and place thereof, agenda, etc.:

South Bergen Borough Clerks The Record and The Herald News

Notice of this meeting has been posted in the lobby of the Board of Education Office and at the Jointure Commission Public Schools. This is an official meeting of the Board of Education/ South Bergen Jointure Commission.

The meeting was called to order at _____.

ROLL CALL

Members Present:

Members Absent:

Also Present:

SUPERINTENDENT'S REPORT

- Report on acts of violence and vandalism that occurred during the 2016-2017 school year. Also to report the 2016-2017 annual Electronic Violence and Vandalism Report EVVRS for the 2016-2017 school year. (This is to fulfill the district's legal obligation to present school violence and vandalism information to the public and to conduct public hearings on the report). (Attachment I.A)

HIB Investigation

Special Order of Business

Awards and Recognition

APPROVAL OF MINUTES:

Motion:
Seconded:

1. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Executive Session and Regular Meeting of August 24, 2017 be approved.

Action taken:

MEETING OPEN TO THE PUBLIC

REGULAR ORDER OF BUSINESS

2. FINANCE REPORT:

Motion:
Seconded:

- 2a. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the FINANCE resolutions as per the attached report are approved. (2b, 2c 2d, 2e)
- 2b. The Board accepts the Board Secretary's Report as of July 31, 2017 and approves "Pursuant to NJAC 6:20-2A.10 (E), certify that as of July 31, 2017 the Board Secretary's monthly financial report (Appropriations sections), did not reflect an over expenditure in any of the major accounts or funds, and based on the appropriations balances reflected on the report and the advice of districts officials, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year. " (Attachment 2b)
- 2c. The Board accepts the financial report of the Treasurer of School Monies for the month of July 2017. (Attachment 2c)
- 2d. The Board approves the following resolution: "Pursuant to NJAC 6:20-2A.10(d), we certify that as of July 31, 2017, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a)."
- 2e. Motioned to approve the transfers for the month of July 2017. (Attachment 2e)
- 2f. The August and September bill lists below are approved (lists attached):

	<u>August & September</u>
Bills Payable	\$1,728,298.94
Payroll/Manual Check	\$ 873,951,52
Cafeteria Checks	\$ _____

Total **\$2,602,250.46**

- 2g. Motion to approve the decommission list for the 2017-2018 school year. (Attachment 2g)
- 2h. Approve the attached list of Professional Days with cost. (Attachment 2h)
- 2i. Discuss and approve \$8,885.00 for Professional Development provided by Zensational Kids-School based yoga, for the SBJC Maywood and Lodi Campuses during the 2017-2018 school year. (Attachment 2i)
- 2j. Motion to approve the Third Party Agreement (TPA) Services Agreement for our 403(b) program with PlanConnect. This agreement will serve to keep us in compliance with IRS regulations regarding 403(b) Plan administration. (Attachment 2j)
- 2k. Approve the attached list of field trips with cost. (Attachment 2k)

Action taken:

3. PERSONNEL:

Motion:

Seconded:

BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that in compliance with Chapter 116, P.L. 1986 and in accordance with the State of New Jersey Department of Education memorandum dated October 29, 1986 that all new personnel shall be considered to be provisionally hired: and

BE IT FURTHER RESOLVED, that the Superintendent of Schools is hereby directed to comply with State Department directives concerning the State and Federal criminal history background checks of these employees and

BE IT FURTHER RESOLVED, that said new personnel shall be considered provisionally hired until such time as the Department of Education has indicated that they have completed the criminal history background checks of prospective employees and that said employees have satisfied the requirements of Chapter 116, P.L. 1986 at which time said employees shall no longer be provisional; the Business Administrator shall be hereby directed to employ personnel and to take such other personnel actions as indicated.

All appointments upon recommendation of the Superintendent are on an emergent basis, pending completion of a criminal history background check. In addition, all appointments are contingent upon the employee signing a contract in accordance with law and the receipt of favorable reference responses. All aide appointments are

contingent upon the employee being available for employment for the month of July 1, 2018 through July 31, 2018. All employments are approved to be paid additional compensation for the Clubs and Activities Program, Home Programming and Parent Training Home Program, office support and Home Instruction on an as-needed basis.

3a. Approve the appointment of Brynn Baumann, Occupational Therapist, September 1, 2017 - June 30, 2018. Annual salary of \$62,700.00 is based on the Outreach Index MA and will be prorated for the period worked.

3b. Approve the appointment of the following additional Teacher Aides and / or Health Aides at the hourly rate and start dates as listed.

<u>Name</u>	<u>Rate</u>	<u>Effective Date</u>
Kerry Boswell	\$16.00	10/1/17 - 6/30/18
Danielle Bruscano	\$17.00	10/1/17 - 6/30/18
Arian Nodal	\$17.00	9/1/17 - 6/30/18

3c. Approve the appoint of Nardine Salama, Physical Therapist, September 1, 2017 - June 30, 2018. Annual salary of \$62,700.00 is based on the Outreach Index MA and will be prorated for the period worked.

3e. Approve the following personnel to be added to the substitute list for the 2017-2018 school year.

Julie Atkinson	Jose Ozuna
Nathalie Augustin	Matthew O'Toole
Courtney Payoczkowski	
Kelly Kocian	

3f. Approve the appointment of Melissa Taveras, Music Teacher, October 1, 2017 - June 30, 2017. Annual salary of \$58,000.00 is based on the Teacher's Index B.A. and will be prorated for the period worked.

3g. Adjust the start date of Nayeli Mendoza, Teacher Aide, from September 1, 2017 to September 18, 2017.

3h. Accept the resignation of Stefani Grater, Teacher Aide, effective October 7, 2017.

3i. Approve the salary adjustment for Mary Kattine, Teacher, who has completed the requirements of MA+15 and is placed on the MA+15 column of the Teacher's Salary Index, effective September 1, 2017. All documents have been provided. Ms. Kattine's adjusted 2017-2018 salary will be \$100,533.50 which includes longevity.

- 3j. Approve the salary adjustment for Paula Hill, Social Worker, who has completed the requirements of MA+15 and is placed on the MA+15 column of the Outreach Salary Index, effective September 1, 2017. All documents have been provided. Ms. Hill's adjusted 2017-2018 salary will be \$76,841.95.
- 3k. Approve the medical leave of absence for Pamela Kraeft, Teacher Aide, from September 1, 2017 - October 31, 2017. Ms. Kraeft will be paid sick days with benefits during this time. Ms. Kraeft's physician has confirmed her condition.
- 3l. Approve the medical leave of absence for Janine Smith, Speech Therapist, from September 1, 2017 - November 24, 2017. Ms. Smith will be paid 10 sick days the remainder of her leave is unpaid with benefits during this time. Ms. Smith's physician has confirmed her condition.
- 3m. Approve a contract with Rutherford Board of Education for the Jointure to provide 1:1 aide services effective September 7, 2017 for student G.F. Full amount of salary, plus benefits and an administrative fee shall be charged to Rutherford Board of Education.
- 3n. Approve a contract with Lodi Board of Education for the Jointure to provide 1:1 aide services effective September 7, 2017 for student A. G. Full amount of salary, plus benefits and an administrative fee shall be charged to Lodi Board of Education.
- 3o. Approve additional compensation for the office staff on an as-needed basis, not to exceed ten hours per week per employee during the 2017-2018 school year. This is due to new computer programs, transportation start up, and digital archiving. Salary will be based on the 2017-2018 rate.
- 3p. Approve the nursing staff to provide first aide for students and staff attending from another district to the South Bergen Jointure Campuses.
- 3q. Approve Marie Bridge, school nurse to oversee the health aides and student health records at the East Rutherford and Carlstadt Campuses for the 2017 – 2018 school year.
- 3r. Approve Jackie Gerold, school nurse to oversee the health aides and student health records at the Maywood, South Hackensack, Little Ferry and Ridgefield Park Campuses for the 2017– 2018 school year.
- 3s. Approve Elizabeth Sorrentino, school nurse to oversee the health aides and student health records at the Lodi and Moonachie campuses for the 2017 – 2018 school year.
- 3t. Approve the after school intra-mural program at the Lodi Campus and the South Bergen Jointure Commission Districts October 2017 through June 30, 2018

3u. Approve the following staff to work on the STEAM program and labs after hours during the 2017-2018 school year for up to 10 days each.

Shane Miller
Rob Neilley
Edwin Flores
Ashley Vaughan

3v. Adjust the maternity/medical leave under the Family Leave Act for Ashley Vaughan, Director of Curriculum and Assessment for the South Bergen Jointure Commission as follows:

August 14, 2017 - October 13, 2017	Medical leave with benefits 43 paid sick days (Birth Date: 8/30/17) {Portion of benefits to be employee}
paid by	
October 16, 2017 - December 8, 2017	Federal and/or State
Family Leave,	Unpaid with benefit {Portion of benefits to be employee}
paid by	
December 11, 2017 - December 22, 2017	Ten (10) vacation days

3w. Approve the salary adjustment for Ariana Bray, Teacher, who has completed the requirements of MA and is placed on the MA column of the Teacher's Salary Index, effective September 1, 2017. All documents have been provided. Ms.Bray's adjusted 2017-2018 salary will be \$56,640.49.

3x. Approve the attached Clubs and Activities stipend positions, amounts and assignment of staff for the 2017-2018 school year. (Attachment 3x)

3y. Motion to authorize the superintendent to hire personnel on an emergent basis for the following positions*:

Teacher Aides	School Social Worker
Teacher of the Handicapped	School Psychologist
Teacher of Students with Disabilities	Substitute Teacher
Teacher of Physical Education	Substitute Nurse
Teacher of Music	LDT-C
Behaviorist	World Language Teacher
Speech Therapist	School Nurse

Physical Therapist
District Technology Coordinator
Teacher of Social Studies
Teacher of English
Teacher of Reading
Substitute Teacher Aides
Assistant Business Administrator
Supervisor STEAM
Bookkeeper

Occupational Therapist
School Health Aide
Teacher of Math
Principal
Reading Specialist
Teacher of Science
Clerk/Typist/Receptionist
Curriculum/Assessment Coordinator
Technical Performing Arts

*Board to approve names as submitted by the Superintendent at the October meeting.

Action taken:

4. POLICY:

Motion:

Seconded:

- 4a. Approve October 2- October 6, 2017 as a Week of Respect.
- 4b. Approve October 16 – October 20, 2017 as School Violence Awareness Week.
- 4c. Adjust the 2017-2018 School Calendar for the following SBJC Campuses due to Back to School Night.

<u>Campus</u>	<u>Dates</u>
___Ridgefield Park	9/26/17 one session day
___South Hackensack	9/22/17 one session day

4d. Discuss and approve the Nursing Services Plan for the 2017-2018 school year. (Attachment 4d)

Action taken:

5. TRANSPORTATION:

Motion:

Seconded:

5a. Motioned to approve the attached 2017-2018 Quotes Set #2 (Attachment 5a)

5b. Motioned to approve the addendum on Multi Contract #SE111015-9

Noor Transportation. Route #1927 was reinstated effective September, 2017. Route cost was \$163.38 per diem.

Action Taken:

6. FACILITIES AND PLANNING:

Motion:

Seconded:

Action taken:

7. OLD BUSINESS:

Motion:

Seconded:

Action taken:

8. NEW BUSINESS:

Motion:

Seconded:

8a. Motion to approve the Pascack Valley Senior Internship and Career Awareness Program for the 2017-2018 school year. (Attachment 8a)

Action taken:

9. DISCUSSION ITEMS:

9a. Discuss School Closing Chain (Attachment 9a)

9b. Discuss STEAM VEX IQ Robot Competition

Action taken:

10. FOOD SERVICE:

Motion:

Seconded:

Action Taken:

11. INFORMATION ITEMS:

ADJOURNMENT:

Motion:

Seconded:

BE IT RESOLVED, that this meeting is adjourned at _____.

Action Taken:

**SPECIAL ORDER OF BUSINESS
CLOSED MEETING TO PUBLIC ATTENDANCE**

September 20, 2017

Motion:
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on September 20, 2017 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated September 28, 2017. The items discussed will be made public at the conclusion of the executive session or at a date not determined at this time.

Action taken:

**SOUTH BERGEN JOINTURE COMMISSION
CLOSED - MONTHLY MEETING**

September 20, 2017

Meeting Opened at _____.

Members Present:
Members Absent:
Also Present:

Special Order of Business

I. Employee Relations and Negotiations

II. Legal

Adjournment

Motion:
Seconded:

BE IT RESOLVED, that this closed session is adjourned at _____.

Action taken: