

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

**REGULAR MEETING
April 26, 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

Special Order of Business

Awards and Recognition

Motion:
Seconded:

**Resolution honoring Secretarial, Clerical, and Bookkeeping personnel and
proclaiming April 24 - 28, 2017 as Administrative Professionals Week**

WHEREAS, the South Bergen Jointure Commission Public School secretarial, clerical and bookkeeping staff members have successfully served the South Bergen Jointure Commission Public Schools, its administration, faculty, and student body in the daily performance of their duties; and

WHEREAS, the South Bergen Jointure Commission Public School secretarial, clerical and bookkeeping staff members have faithfully and unselfishly carried out their duties in an exemplary manner to the benefit of our students and the community; and

WHEREAS, the South Bergen Jointure Commission Board of Education wishes to formally recognize and honor every secretarial, clerical and bookkeeping staff members for their personal dedication;

NOW, THEREFORE, BE IT RESOLVED, that the week of April 25 - 29, 2017 is hereby proclaimed "Administrative Professionals' Week" for the purpose of providing public recognition and appreciation for the contributions that secretarial, clerical and bookkeeping staff members to the South Bergen Jointure Commission School District in the performance of their duties.

NOW, THEREFORE, BE IT RESOLVED, that the South Bergen Jointure Commission by this resolution does hereby formally recognize and commend these teachers/educational services professionals for their personal dedication and outstanding professional achievements.

**Resolution proclaiming National P.T.A. Teacher Appreciation Week
May 1 -5, 2017.**

WHEREAS, America's greatest strength has always been an educated citizenry, and

WHEREAS, that educated citizenry is directly attributable to our system of free and universal public education that provides an educational opportunity for all students, and

WHEREAS, the foundation upon which that system of public schooling rests is the classroom teacher, and

WHEREAS, the classroom teacher is challenged daily to reach out to every student – regardless of ability, interest in learning, social or economic background, physical, mental, or emotional handicap, race, religion, creed, or ethnic origin – to provide assistance and guidance necessary for full intellectual development; and

WHEREAS, the classroom teacher is a key to the intellectual and occupational preparation of individual citizens, who collectively determine the quality of life in America and in our communities; and

WHEREAS, the work of the classroom teacher immeasurably affects the future lives of all students; and

WHEREAS, the classroom teacher deserves the deepest respect and admiration of the citizens of our communities;

NOW, THEREFORE, BE IT RESOLVED, that the South Bergen Jointure Commission hereby proclaims "Teacher Appreciation Week" May 2 - 6, 2016 for the purpose of providing public recognition and appreciation for the dedication and contributions of the classroom teacher, not only to our communities as a whole, but to each of us individually as citizens.

Resolution declaring the week of May 11 - 15, 2017 as Special Education Week.

WHEREAS, the week of May 11 - 15, 2017 has been designated as Special Education Week by the New Jersey School Boards Association and the Association of Schools and Agencies for the Handicapped; and

WHEREAS, in the South Bergen Jointure Commission we have a tradition of excellence in our special education programs and a superb and dedicated staff.

NOW, THEREFORE, BE IT RESOLVED, that the South Bergen Jointure Commission does hereby declare May 11 - 15, 2017 as Special Education Week in the South Bergen Jointure Commission. The Commission, furthermore, is proud to provide exceptional programs that assist every child in reaching his or her potential.

Action taken:

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 March 22, 2017 be approved as amended.

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)
- 2b. The Board accepts the Board Secretary's Report as of February 28, 2017 and approves " Pursuant to NJAC 6:20-2A.10(E), certify that as of February 28th, 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 February 2017. (Attachment 2c)
- 2d. The Board approves the following resolution: "Pursuant to NJAC 6:20-2A.10(d), we certify that as of February 28, 2017, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a)."
- 2e. The April bills list below are approved (lists attached):
- | | |
|----------------------|-----------------------|
| Bills Payable | \$2,761,762.85 |
| Payroll/Manual Check | \$1,512,550.88 |
| Cafeteria Checks | <u>\$ 14,723.67</u> |
| Total | \$4,289,037.40 |
- 2f. Motion to approve additional appropriations for revenues and expenditures for the month of February 2017. These appropriations recognize anticipated revenues. (Attachment 2f)
- 2g. Approve the attached list of field trips with cost. (Attachment 2g)
- 2h. Approve the attached professional workshops and reimbursement costs of the workshops. (Attachment 2h)

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, 2017 through July 31, 2017. All employments are approved to be paid additional compensation for the Clubs and Activities Program, Office Support, Home Programming and Parent Training Home Program and Home Instruction on an as-needed basis.

- 3a. Reappoint the attached Teachers for the 2017-2018 school year, with salaries to be determined once negotiated. (Attachment 3a)
- 3b. Reappoint the attached Outreach employees, Occupational and Physical Therapists for the 2017-18 school year with salaries to be determined once negotiated. (Attachment 3b)
- 3c. Reappoint the attached Outreach Personnel for the 2017-2018 school year with salaries to be determined once negotiated. (Attachment 3c)
- 3d. Reappoint the attached Aides for the 2017-2018 school year with salaries to be determined once negotiated. (Attachment 3d)
- 3e. Reappoint the attached 12-month employees and Administrators for the 2017-18 school year with salaries to be determined once negotiated. (Attachment 3e)
- 3f. Approve the Additional Stipend positions and amounts for the 2017-2018 school year, as per the attached list. (Attachment 3f)

3g. Approve the medical leave of absence for Marie Bridge, School Nurse, from April 6, 2017 – May 10, 2017. Ms. Bridge will be paid sick days during this period. Ms. Bridge’s physician has confirmed her condition.

3h. Approve the medical leave of absence for Janine Smith, Speech Therapist, from March 22 - May 5, 2017. Ms. Smith will be paid sick days during this period. Ms. Smith’s physician has confirmed her condition.

3i. Approve the maternity/medical leave under the Family Leave Act for Tina Vaccaro, Transportation Coordinator, as follows:

June 19, 2017 - August 1, 2017	Medical leave with benefits 31 paid sick days (must have a doctors note (Due Date: 6/20/17) {Portion of benefits to be paid by employee}
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August 2, 2017 - October 31, 2017	Federal and/or State Family leave, Unpaid with benefits. {Portion of benefits to be paid by employee}
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November 1, 2017 - January 2, 2018	7 weeks vacation (35 days) with benefits. {Portion of benefits to be paid by employee}
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3j. Approve the following personnel to be added to the Substitute Teacher, Substitute Teacher’s Aide and/or Health Aide list for the 2017-2018 School Year. (Attachment 3j)

3k. Approve the medical leave of absence for Lauren Hallahan, Teacher, from March 27 - April 21, 2017. Ms. Hallahan will be unpaid during this period. Ms. Hallahan’s physician has confirmed her condition.

3l. Approve the appointment of Alexis Yotka as a Social Worker, for the Little Ferry Board Of Education for three days per week from April 3, 2017 through June 30, 2017, at \$39.77 per hour. Ms. Yotka will continue to work as a Teacher Aide for two days per week at her current rate of pay \$17.50 per hour.

3m. Approve Melissa Fontana, as a long-term substitute Teacher of the Handicapped from April 24, 2017 - June 30, 2017. Annual salary of \$47,384.00 is based on the Teacher’s Index, B.A. and will be prorated for the period worked. Ms. Fontana will be providing medical leave of absence for Kimberly Diamond.

3n. Approve Marisol Campillo to be added to the substitute list for the 2016-2017 school year.

3o. 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	Occupational Therapist
District Technology Coordinator	School Health Aide
Teacher of Social Studies	Teacher of Math
Teacher of English	Principal
Teacher of Reading	Reading Specialist
Substitute Teacher Aides	Teacher of Science
Assistant Business Administrator	Clerk/Typist/Receptionist
Bookkeeper	Teacher of STEAM
Supervisor	Curriculum/Assessment Coordinator
Teacher of Music	Teacher of Performing Arts

*Board to approve names as submitted by the Superintendent.

Action taken:

4. POLICY:

Motion:

Seconded:

4a. Adopt the following Policies/Regulations/By Laws/Procedure (Second Reading):
(Attachment 4a)

ByLaw #0000.02 Introduction

Policy #2415.06 Unsafe School Choice Option

Policy &
Regulation #2460 Special Education

Regulation#2460.1 Special Education-Location, Identification and Referral

- Regulation #2460.15 Special Education - In-Service Training Needs for Professional and Paraprofessional staff
- Regulation #2460.16 Special Education - Instructional Material to Blind or Print-Disabled Students
- Regulation # 2460.8 Special Education - Free and Appropriate Public Education
- Regulation #2460.9 Special Education - Transition from Early Intervention Programs to Preschool Programs
- Policy #2464 Gifted and Talented Students
- Policy #2467 Surrogate Parents and Foster Parents
- Policy #2622 Student Assessment
- Policy & Regulation #3160 Physical Examination
- Policy & Regulation #4160 Physical Examination - Support Staff Members
- Policy & Regulation #5116 Education of Homeless Children
- Policy #5460 High School Graduation

4b. Approve the revision to job description Director of Special Projects / Outreach and Related Services Programs (Attachement 4b)

4c. Adjust the 2016-2017 School Calendar for the following SBJC Campuses due to unused snow days (Attachment 4c)

<u>Campus</u>	<u>Dates</u>
___Lodi/Maywood/East Rutherford	5/26/17 single session day - professional development
	5/30/17 School Closed (unused emergency closing)

Action taken:

5. TRANSPORTATION:

Motion:

Seconded:

- 5a. Motion to approve the attached 2016-2017 Quote Set 7. (Attachment 5a)
- 5b. Motion to approve the Bid Results from the March 8, 2017 bid opening. (Attachment 5b)
- 5c. Motion to approve the addendum for a second vehicle on route #1768, John Leckie, Inc., effective April 2017. Contract will read as 1768A. \$346.95 vehicle/\$45.00 aide. Total route cost \$391.95.
- 5d. Motion to approve the addendum on route#1835, Taher Transportation. An aide was added to the vehicle effective April 2017. Aide cost was \$30.00 per diem. Total route cost \$169.78.

Action taken:

6. FACILITIES AND PLANNING:

Motion:

Seconded:

- 6a. Approve the Linkage Agreement between the South Bergen Jointure Commission and the Carlstadt Board of Education for the 2017-2018 School Year. (Attachment 6a)
- 6b. Approve the Linkage Agreement between the South Bergen Jointure Commission and the Little Ferry Board of Education for the 2017-2018 School Year. (Attachment 6b)
- 6c. Motion to approve the Linkage Agreement between the South Bergen Jointure Commission and the Moonachie Board of Education for the 2017-2018 school year. (Attachment 6c)
- 6d. Motion to approve the Linkage Agreement between the South Bergen Jointure Commission and the Ridgefield Pk Board of Education for the 2017-2018 school year. (Attachment 6d)
- 6e. Motion to approve the Lease Extension and Modification Agreement between the South Bergen Jointure Commission and Our Lady Queen of Peace in Maywood from September 1, 2017 through August 31, 2022. (Attachment 6e)
- 6f. Approve the disposal of the attached list of outdated educational hardware. (Attachment 6f)

Action Taken:

7. **OLD BUSINESS:**

8. **NEW BUSINESS:**

9. **DISCUSSION ITEMS:**

Discuss the hiring of a new School Medical Doctor.

10. **FOOD SERVICE:**

11. **INFORMATION ITEMS:**

12. **CORRESPONDENCE:**

ADJOURNMENT:

Motion:

Seconded:

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

Action Taken:

**SOUTH BERGEN JOINTURE COMMISSION
SPECIAL ORDER OF BUSINESS
CLOSED MEETING TO PUBLIC ATTENDANCE**

April 26th, 2017

Motion:

Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on April 26, 2017 at to review personnel matters and other confidential concerns as listed on the Closed Agenda dated April 27, 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:

Meeting Opened at _____.

Members Present:

Members Absent:

Also Present:

Special Order of Business

I. Employee Relations and Negotiations

I.A. Superintendent's list of personnel not recommended for renewal or rehiring.
(Attachment I.A.)

II. Legal

III. Student Suspension

Adjournment

Motion:

Seconded:

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

Action taken: