

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

**REGULAR MEETING
January 25th, 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.

Meeting Opened at _____.

ROLL CALL

Members Present:

Members Absent:

Also Present:

SUPERINTENDENT'S REPORT

HIB

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 December 14, 2016 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 October 31st, 2016 and approves " Pursuant to NJAC 6:20-2A.10(E), certify that as of October 31st, 2016 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 October 2016. (Attachment 2c)

2d. The Board approves the following resolution: "Pursuant to NJAC 6:20-2A.10(d), we certify that as of October 31st, 2016, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a)."

2e. The Board accepts the Board Secretary's Report as of November 30th, 2016 and approves " Pursuant to NJAC 6:20-2A.10(E), certify that as of November 30th, 2016 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 2e)

2f. The Board accepts the financial report of the Treasurer of School Monies for the month of November 2016. (Attachment 2f)

2g. The December and January bills list below are approved (lists attached):

Bills Payable	\$2,779,401.87
Payroll/Transfers	\$1,469,354.62
Cafeteria Checks	<u>\$ 19,818.84</u>

Total **\$4,268,575.33**

- 2h. Motion to approve the transfers for the month of November 2016. (Attachment 2h)
- 2i. Approve the attached professional workshops and the reimbursement costs of the workshops. (Attachment 2i)
- 2j. The Board approves the following resolution: "Pursuant to NJAC 6:20-2A.10(d), we certify that as of November 30th, 2016, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a)."
- 2k. Approve the attached list of field trips with cost. (Attachment 2k)
- 2l. Motion to approve the following National Joint Powers Alliance (NJPA) vendor to be used during the 2016-2017 school year. The NJPA is a National Purchasing Cooperative that SBJC belongs to.

<u>VENDOR</u>	<u>CONTRACT #</u>	<u>SUPPLIES SOLD</u>	<u>CONTRACT EXP</u>
Staples Advantage	NJPA 010615	Office Supplies, Furniture	8/01/2019

- 2m. Motion to approve the Amendment to the Agreement with Delta Dental of NJ for the period January 1, 2017 - December 31, 2018 as per the proposal obtained from Brown and Brown Benefit Advisors. (Attachment 2m)

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. Approve the following personnel to be added to the substitute list for the 2016-2017 school year.

Angelica Curcio	Brianna Hoehl
Yordy DeLeon	Keyondra Johnson
Chantel Ferreiras	Brandi Moore
Dylan Gerard	Colette Rake

- 3b. Accept the resignation of Nora Galligan, Health Aide, effective February 4, 2017.
- 3c. Adjust the medical leave of absence for Julia Bollini, Speech Therapist, from October 11, 2016 - January 20, 2017. Ms. Bollini will be paid 13 ½ sick days during this period, the remained of leave will be unpaid with benefits. Ms. Bollini's physician has confirmed her condition.
- 3d. Approve the maternity/medical leave under the Family Leave Act for Rita Catania, Teacher Aide, as follows:

February 27, 2017 - March 10, 2017	Medical leave with benefits 10 paid sick days (Due Date: 2/24/17) {Portion of benefits to be paid by employee}
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March 11, 2017 - June 2, 2017	Federal and/or State Family leave, Unpaid with benefits. {Portion of benefits to be paid by employee}
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- 3e. Adjust the medical leave of absence for Mary Bruno, Teacher Aide, From April 18, 2016 - June 30, 2017. Ms. Bruno was paid 1 personal and 6 sick days. Ms. Bruno will be unpaid without benefits effective October 1, 2016. Ms. Bruno's physician has confirmed her condition.

- 3f. Approve the medical leave of absence for Mary Cheryl Gilligan, Teacher Aide, from December 15, 2016 - January 31, 2017. Ms. Gilligan will be unpaid with benefits during this period. Ms. Gilligan's physician has confirmed her condition.
- 3g. Approve the medical leave of absence for Andrea Schick, Teacher Aide, from December 19, 2016 - January 30, 2017. Ms. Schick will be paid 21 sick days and 1 personal day during this period. The remainder of days will be unpaid with benefits.. Ms. Schick's physician has confirmed her condition.
- 3h. Approve the assignment of staff on the attached list of Clubs and Activities Stipend positions. (Attachment 3h)
- 3i. Approve a contract with South Hackensack Board of Education for the Jointure to provide 1:1 aide services effective January 9, 2017 for student S. F. Full amount of salary, plus benefits and an administrative fee shall be charged to South Hackensack Board of Education.
- 3j. Adjust the maternity/medical leave under the Family Leave Act for Lauren Hickey, Teacher, as follows:

January 9, 2017 - March 8, 2017

Medical leave with benefits
 31 paid sick days
 (Birth Date: 1/19/17)
 {Portion of benefits to be paid by employee}

March 9, 2017 - June 1, 2017

Federal and/or State Family leave,
 Unpaid with benefits.
 {Portion of benefits to be paid by employee}

- 3k. Approve Nafeesa Simmons, School Social Worker, to Coordinate the Moonachie Child Study Team for the remainder of the 2016-2017 school year, from January 1 - June 30, 2017, at a stipend of \$5,000.00, to be billed to the Moonachie Board Of Education.
- 3. Motion to authorize the superintendent to hire personnel on an emergent basis for the following positions*:

Teacher Aides
 Teacher of the Handicapped
 Teacher of Students with Disabilities
 Teacher of Physical Education
 Teacher of Music
 Behaviorist

School Social Worker
 School Psychologist
 Substitute Teacher
 Substitute Nurse
 LDT-C
 World Language Teacher

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

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

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

Action taken:

4. POLICY:

Motion:

Seconded:

- 4a. Reporting of Harassment, Intimidation and Bullying Investigations, Training and Programs
 Data collection for the period July 1 - December 31, 2016. (Attachment 4a)
- 4b. Adopt the 2017-2018 School calendar. (Attachment 4b)
- 4c. Adopt the July 2017 Extended School Year calendar. (Attachment 4c)
- 4d. Renew the following Policies/Regulations/By Laws/Procedure (Second Reading):
 (Attachment 4d)

Policy & Regulation # 1570	Internal Controls
Policy # 1581	Victim of Domestic or Sexual Violence Leave
Policy # 1620	Administrative Employment Contracts
Policy # 1631	Residency Requirement for Person Holding School District Office, Employment or Position.
Policy # 2110	Mission Statement
Policy # 2132	School District Goals and Objectives

Policy # 2210	Curriculum Development
Policy # 2220	Adoption of Programs
Policy & Regulation # 2230	Course Guides
Policy # 2240	Controversial Issues
Policy # 2270	Religion in the Schools
Policy # 2310	Pupil Grouping
Policy & Regulation # 2330	Homework
Policy & Regulation # 2340	Field Trips
Policy #2360	Use of Technology
Policy & Regulation # 2361	Acceptable Use of Computer Network/Computers and Resources
Policy # 2363	Pupil Use of Privately Owned Technology
Policy # 2414	Programs and Services for Pupils in High Poverty and in High Need School Districts
Policy # 2415.03	Highly Qualified Teachers
Policy # 2428.1	Standards-Based Instructional Priorities
Policy & Regulation # 2431.4	Prevention and Treatment of Sports Related Concussions and Head Injuries

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

ByLaws # 0131	ByLaws and Policies
Policy & Regulation # 1510	Americans with Disabilities Act

Policy # 2415.30	Title I - Education Stability for Children in Foster Care
Policy & Regulation # 2418	Section 504 of the Rehabilitation Act of 1973 - Students
Policy & Regulation # 5116	Education of Homeless Children
Policy & Regulation # 8330	Student Records

Action taken:

5. TRANSPORTATION:

Motion:

Seconded:

5a. Motion to approve the Bid Results from the December 13, 2016 bid opening.
(Attachment 5a)

5b. Motion to approve the attached 2016-2017 Quotes Set 4. (Attachment 5b)

5c. Motion to approve the addendum for a second vehicle on route #1897. K & S Transportation, effective January 2017. Contract will read as 1897A. \$169.21 vehicle/\$48.00 aide. Total route cost \$217.21.

5d. Motion to approve the withholding of payment on route #2088, City Wide due to non-performance. Penalty of two times the daily rate for 1 day in the amount of \$446.00 will be deducted from January 2017 payment.

5e. Motion to approve the withholding of payment on route #Q330, K & H Transportation due to non-performance. Penalty of two times ½ the daily rate in the amount of \$89.00 will be deducted from January 2017 payment.

5f. Motion to approve the withholding of payment on route #2006, K & S Transportation due to non-performance. Penalty of two times the daily rate for 1 day in the amount of \$580.00 will be deducted from January 2017 payment.

5g. Motion to approve the withholding of payment on route #IN328, Taher Transportation due to non-performance. Penalty of two times the daily rate for 1 day in the amount of \$210.00 will be deducted from January 2017 payment.

Action taken:

6. FACILITIES AND PLANNING:

7. OLD BUSINESS:

8. NEW BUSINESS:

Motion:

Seconded:

Action taken:

9. DISCUSSION ITEMS:

10. FOOD SERVICE:

11. INFORMATION ITEMS:

MEETING OPEN TO THE PUBLIC

ADJOURNMENT:

Motion:

Seconded:

BE IT RESOLVED, that this meeting is adjourned at_____.

Action Taken:

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

January 25th, 2017

Motion:
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on January 25th, 2017 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated January 25, 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

January 25th, 2017

Meeting Opened at _____.

Members Present:
Members Absent:
Also Present:

Special Order of Business

I. Employee Relations and Negotiations

II. Legal

III. Other

Adjournment

Motion:
Seconded:

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

Action taken: