

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

REGULAR MEETING
June 28th, 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

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 Regular Meeting of May 24, 2017 be approved.
2. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the

minutes of the Special Meeting of June 8, 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 April 30, 2017 and approves " Pursuant to NJAC 6:20-2A.10(E), certify that as of April 30, 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 April 2017. (Attachment 2c)
- 2d. The Board approves the following resolution: "Pursuant to NJAC 6:20-2A.10(d), we certify that as of April 30, 2017, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a)."
- 2e. The May and June bills list below are approved (lists attached):

Bills Payable	\$2,663,959.55
Payroll/Manual Check	\$1,465,238.24
Cafeteria Checks	\$ 26,496.99
Total	\$4,155,694.78

- 2f. Motion to approve the transfers for the month of April 2017. (Attachment 2f)
- 2g. Approve the following voluntary employee payroll deductions for the 2017-2018 school year. These are all employee only contributions at no cost to the Board.
 - Central Bergen Federal Credit Union
 - Axa Equitable-TSA
 - Merrill Lynch-TSA
 - NJEA Dues

Prudential Ins.
VALIC-TSA.
Lincoln Investment Planning, TSA
AFLAC
AFLAC (Wageworks) - FSA
Lincoln Financial Group-TSA

- 2h. Motion to approve the following list of State Contract Vendors to be used during the 2017-2018 school year. (Attachment 2h)
- 2i. Motion to approve a cash incentive to waive benefits for any employees who waive Dental benefit coverage for the 2017-18 school year that are not entitled to the Health Benefit waiver. The waiver will be effective 7/1/17 – 6/30/18. The amount of the waiver will be the 25% of the cost of the benefit, not to exceed \$5,000, and will be prorated if the employee receives benefits for a partial year or in the event the employee should terminate their employment before the end of the school year.
- 2j. Approve the use of Success Communications Group to provide discounted rates for SBJC classified advertising.
- 2k. Approved the fee schedule for 2017-2018 Outreach Services on a per session or evaluation basis, as attached. (Attachment 2k)
- 2l. Motion to approve the Agreement with Christine Doerr, APRN-BC, LLC for Clinical Services for the 2017-18 school year. (Attachment 2l)
- 2m. The Board approves the 2017-2018 Anticipated contracts to be renewed, awarded, or to expire during the school year and approves: “Pursuant to PL 2015, Chapter 47 the South Bergen Jointure Commission Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statues and regulation; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Procurement Regulations 2CFR Part 200.317 et.Seq.” (Attachment 2m)
- 2n. Approve the attached list of field trips with cost. (Attachment 2n)
- 2o. Approve the Agreement with Dr. David L. Isralowitz for health services for the School District for the 2017-2018 school year. (Attachment 2o)

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, Home Instruction and Parent Training Home Program on an as-needed basis.

3a. Rescind the appointment of the following personnel to work the 2017 Extended School Year Program.

<u>Name</u>	<u>Position</u>
Lori Udina	Physical Therapist
Rita Catania	Teacher Aide
Sameerah Muttaqi	Teacher Aide
Michael Mowry	Teacher Aide
Stephen Page	Teacher Aide
Jennifer Van Vugt	Teacher Aide
Sarah Ashukian	Teacher Aide
Maria Cassidy	Teacher Aide
Carrie Logerfo	Teacher Aide

3b. Accept the resignations of the following personnel.

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Tamara Tarantino	Teacher Aide	August 1, 2017
Stephanie Assia	Teacher Aide	June 9, 2017

Amanda Swanson	Teacher Aide	July 1, 2017
Mariela Arcentales	Occupational Therapist	July 1, 2017
Andrea Odian	Occupational Therapist	July 1, 2017
Maria Elena Cassidy	Teacher Aides	July 1, 2017

3c. Approve the following personnel salary adjustments for the 2017-2018 School Year.

<u>Name</u>	<u>Position</u>	<u>Adjusted Salary</u>
Corina Drozdowski	Teacher Supplemental Instruction	\$62,700.00
Paris Maloupis	Music Teacher	
\$50,916.00		
Jason Markowski	Health Teacher	\$51,873.96
Jenna Rafferty	TOSWD	\$49,684.00
Shane Miller	Curriculum & Assessment Coord.	\$56,229.98
Jennifer Lora	Physical Therapist	\$75,200.00
Patricia Agresta	TOH	
\$68,625.85		
Charyse Gentile	TOH	
\$65,168.81		
Danielle Trancucci	TOSWD	\$57,080.86
Rosaria Licata	TOSWD	\$51,729.93
Kelly Grimaldi	TOSWD	
\$50,528.00		
Sarah Ashukian	Teacher Aide	
\$16.50/hour		
Julie Aversa	Teacher Aide	\$17.50/hour
Amanda Ax	Teacher Aide	\$17.50/hour
Donna Bevacqua	Teacher Aide	\$17.50/hour
Katharine Carlock	Teacher Aide	\$16.50/hour
Diamond DelRosso	Teacher Aide	\$17.50/hour
Amber Doran	Teacher Aide	\$17.50/hour
Dinahlee Espino	Teacher Aide	
\$17.50/hour		
Stefani Grater	Teacher Aide	\$17.50/hour
Maria Luis	Teacher Aide	\$17.50/hour
Yuliya Messineo	Teacher Aide	
\$16.50/hour		
Adriana Nunez	Teacher Aide	
\$16.50/hour		
Marissa O'Brien	Teacher Aide	
\$17.50/hour		
Kathleen Ocasio	Teacher Aide	
\$17.50/hour		
Courtney Payoczkowski	Teacher Aide	
\$17.50/hour		

Jasmine Rahman	Teacher Aide	\$17.50/hour
Abhishake Shah	Teacher Aide	
\$17.50/hour		

- 3d. Accept the resignation for the purpose of retirement, of Elaine Magnifico, Teacher Aide, effective July 1, 2017. The South Bergen Jointure Commission extends its deepest thanks to Ms. Magnifico for her many years of service to the district and extends her its very best wishes on the occasion of her retirement.
- 3e. Approve the appointment of the following personnel to work the 2017 Extended School Year Program.

<u>Name</u>	<u>Position</u>	<u>Salary/Rate</u>
_____Eva Pietras	Physical Therapist	\$264.45 per diem

- 3f. Approve the payout to Ms. Jennifer Gloeckler, Business Office Transportation Assistant for 15 remaining vacations days.
- 3g. Approve the medical leave of absence for Stephen Page, Teacher Aide, from June 9, 2017 - June 26, 2017. Mr. Page will be unpaid with benefits during this time. Mr. Page’s physician has confirmed his condition.
- 3h. Approve the medical leave of absence for Doreen Mondadori, Secretary to the Business Administrator, from June 27, 2017 - August 15, 2017. Ms. Mondadori will be paid sick days during this time. Ms. Mondadori’s physician has confirmed her condition.
- 3i. Approve the 2017 - 2018 Administrative Group Manual (Attachment 3i)
- 3j. Reappoint the Administrators personnel employees with salaries for the 2017-2018 school year, as per the attached. (Attachment 3j).
- 3k. Approve the following staff to work on curriculum during the months of July and August 2017, up to a total of 5 days each. They will be paid at their per diem rate based on their 2016-17 contract for actual days worked.

Sarah Bossio
Anna Segelbacher
Claudia Balestier

- 3l. Approve the Substitute Teacher/Substitute Teacher Aide list for the 2017 July Extended School Year Program (Attachment 3l).
- 3m. Approve the following personnel to be added to the substitute list for the 2016-2017 School year.

Caitlin Larsen

- 3n. Approve the transfer of Janinne Kelly, Clerk/Typist/Receptions, from the East Rutherford Campus to the Board Of Education Offices in Hasbrouck Heights effective July 1, 2017 - August 31, 2017.
- 3o. Approve the Superintendent, Dawn Fianza to carry over 25 unused vacation days to the 2017-2018 school year. (Attachment 3o).
- 3p. Approve the rates for substitutes for the 2017-2018 school year. (Attachment 3p).
- 3q. Approve the salary schedule for Teacher and Teacher Aide Home Programming effective July 1, 2017 through June 30, 2018. (Attachment 3q)
- 3r. Approve 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 4, 2017	Medical leave with benefits 27 paid sick days (Due Date:9/6/17) {Portion of benefits to be paid by employee}
October 5, 2017 - December 8, 2017	Federal and/or State Family Leave, Unpaid with benefit {Portion of benefits to be paid by employee}
December 11, 2017 - December 22, 2017	Ten (10) vacation days

- 3s. Approve the adjusted per diem rate for Jennifer Gloeckler, Business Office Transportation Assistant, to \$251.74 from July 1, 2017 - July 31, 2017.
- 3t. Motion to approve the contract for Susan Cucciniello as School Business Administrator from July 1, 2017 through June 30, 2018 (Attachment 3t)
- 3u. Approve the following staff to provide District Home Programming Coordination for July and August 2017 at the 2017-2018 Home Programming Coordinator rate, not to exceed 7 ½ hours each per month:

Kathleen Tennant
Julia Scozzafava

- 3v. 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
Supervisor 10 month	Teacher of Reading
Reading Specialist	Substitute Teacher Aides
Teacher of Science	Assistant Business Administrator
Clerk/Typist/Receptionist	Teacher of STEM

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

Action taken:

4. POLICY:

Motion:

Seconded:

4a. Adjust the 2016-2017 School Year Calendar for the following SBJC Campuses due to emergency closure.

South Hackensack campus last day of school is June 23, 2017

Moonachie campus last day of school is June 20, 2017

4b. Adjust the 2017-2018 School Year Calendar for the following SBJC Campuses.

Campus

Dates

____Lodi/Maywood/East Rutherford

September 1, 2017

Teacher and Outreach Personnel
for room set up.

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

Policy # 2461 Special Education / Receiving Schools

Policy &
Regulation # 3126 District Mentoring Program

Policy & Regulation # 3221	Evaluation of Teachers
Policy & Regulation # 3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
Policy & Regulation # 3223	Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals
Policy & Regulation # 3224	Evaluation of Principals, Vice Principals and Assistant Principals
Policy & Regulation # 3240	Professional Development for Teachers and School Leaders

Policy # 8130 School Organization

- 4d. Discuss and approve the South Bergen Jointure Commission District Professional Development Plan for the 2017-2018 school year. (Attachment 4d)
- 4e. Discuss and approve the South Bergen Jointure Commission Teacher Mentoring Program for the 2016-2017 school year. (Attachment 4e)

Action taken:

5. TRANSPORTATION:

Motion:

Seconded:

5a. Motioned to approve the attached 2016-2017 Quotes Set 9. (Attachment 5a)

5b. Motioned to approve the attached Summer 2017 Quotes Set 1 (Attachment 5b)

5c. Motioned to approve bid results for May 22, 2017 (Attachment 5c)

5d. Motioned to approve Special Ed Route renewals and new contracts for the 2017-2018 school year. (Attachment 5d)

5e. Motioned to approve Regular Ed Route renewals and new contracts for the 2017-2018 school year. (Attachment 5e)

5f. Motioned to approve bid results for June 20, 2017 (Attachment 5f)

Action taken:

6.FACILITIES AND PLANNING:

Motion:

Seconded:

6a. Approve the renewal of applications for the temporary instructional space for the Lodi and Maywood Campuses. (Attachment 6a)

6b. Approve the Linkage Agreement Addendum between the South Bergen Jointure Commission and the South Hackensack Board of Education for the 2017-2018 school year. (Attachment 6b)

Action taken:

7. OLD BUSINESS:

8. NEW BUSINESS:

Motion:

Seconded:

8a. Motion to discuss and approve the establishment of a personnel committee and finance committee.

Action taken:

9. DISCUSSION ITEMS: Discuss canceling the meeting for the month of July, scheduled for July 19, 2017.

10. FOOD SERVICE:

Motion:

Seconded:

Action taken:

11. INFORMATION ITEMS:

Motion:

Seconded:

- 11a. South Bergen Jointure Commission Professional Development Booklet –
2017-2018 school year (Attachment 11a)

Action Taken:

ADJOURNMENT:

Motion:

Seconded:

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

Action Taken:

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

June 28, 2017

Motion:
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on June 28, 2017 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated June 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

June 28, 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: