

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

**REGULAR MEETING**  
**October 19th, 2016**

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

**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 September 28, 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, 2e)
- 2b. The Board accepts the Board Secretary’s Report as of August 31st, 2016 and approves “ Pursuant to NJAC 6:20-2A.10(E), certify that as of August 31<sup>st</sup>, 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 August 2016. (Attachment 2c)
- 2d. The Board approves the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of August 31st, 2016, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a).”
- 2e. The September and October bills list below are approved (lists attached):

Bills Payable	\$ 577,187.45
Payroll/Manual Check	\$ 762,842.43
Cafeteria Checks	<u>\$ 14,066.25</u>
<b>Total</b>	<b>\$1,354,096.13</b>
- 2f. Motion to approve the transfers for the month of August 2016. (Attachment 2f)
- 2g. Approve the attached list of field trips with cost. (Attachment 2g)
- 2h. The Board accepts the revised financial report of the Treasurer of School Monies for the month of July 2016 with the corresponding revised Payroll account reconciliation. (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, Home Programming and Parent Training Home Program, Office Support and Home Instruction on an as-needed basis.

- 3a. Approve the medical leave of absence for Lauren Hallahan, Teacher, from October 3 - October 31, 2016, Mrs. Hallahan will be paid sick days. Mrs. Hallahan's physician has confirmed her condition.
- 3b. Adjust the starting date for Katie Burke, Business Office Transportation Assistant to October 11, 2016.
- 3c. Approve the BCBA stipend of \$2,000.00 for Anna Segelbacher. All documents have been provided.

- 3d. Approve the medical leave of absence for Julia Bollini, Speech Therapist, from October 11, 2016 - November 30, 2016. Ms. Bollini will be paid 13 ½ sick days during this period. Ms. Bollini’s physician has confirmed her condition.
  - 3e. Accept the resignation of Andrea Hayes, Bookkeeper, effective November 12, 2016
3. 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         |
| Supervisor of STEAM                   | Curriculum/Assessment Coordinator |
| Bookkeeper                            | Teacher of Performing Arts        |

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

Action taken:

**4. POLICY:**

Motion:

Seconded:

- 4a. Report on activities for Violence Awareness Week. (Attachment 4a)
- 4b. Renew the following Policies/Regulations/Bylaws/Procedure (Attachment 4b)

Policy # 1100 District Organization

Policy # 1120 Management Team

Policy # 1130 Staff Liaison Committees

Policy # 1210 Board Superintendent Relations

Policy # 1230 Superintendent's Duties

Policy # 1240 Evaluation of Superintendent

Policy # 1260 Incapacity of Superintendent

Policy # 1320 Duties of School Business Administrator / Board Secretary

Policy # 1330 Evaluation of the School Business Administrator

Policy # 1331 Evaluation of the Board Secretary

Policy # 1350 Incapacity of the School Business Administrator / Board Secretary

Policy # 1400 Job Descriptions

Action taken:

**5. TRANSPORTATION:**

Motion:

Seconded:

Action Taken:

**6. FACILITIES AND PLANNING:**

Motion:

Seconded:

Action taken:

**7. OLD BUSINESS:**

**8. NEW BUSINESS:**

Motion:

Seconded:

Action taken:

**9. DISCUSSION ITEMS:**

**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**

**October 19th, 2016**

Motion:  
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on October 19th, 2016 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated October 19th, 2016. 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**

October 19th, 2016

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: