

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

**REGULAR MEETING
September 28, 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

- Report on acts of violence and vandalism that occurred during the 2015-2016 school year. Also to report the 2015-2016 annual Electronic Violence and Vandalism Report EVVRS for the 2015-2016 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)

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, 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 July 31, 2016 and approves “Pursuant to NJAC 6:20-2A.10 (E), certify that as of July 31, 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 July 2016. (Attachment 2c)
 - 2d. The Board approves the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of July 31, 2016, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a).”
 - 2e. Motioned to approve additional appropriations for revenues and expenditures for the month of July 2016. These appropriations recognize anticipated revenues.(Attachment 2e)
- 2f. The August and September bill lists below are approved (lists attached):

	<u>August & September</u>
Bills Payable	\$

Payroll/Manual Check	\$
Cafeteria Checks	\$ _____
Total	\$

- 2g. Approve the attached professional workshops and the reimbursement costs of the workshops. (Attachment 2g)
- 2h. Approve the attached list of field trips with cost. (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 salary adjustment for Deborah Chilelli-Boru, Occupational Therapist, who has completed the requirements of MA+30 and is placed on the MA+30 column of the Outreach Salary Index, effective September 1, 2016. All

documents have been provided. Ms. Chilelli-Boru's adjusted 2016-2017 salary will be \$90,257.63.

3b. Accept the resignation of Jenna Rafferty, Teacher Aide, effective September 30, 2016. Ms. Rafferty has accepted a teaching position with the Jointure.

3c. Approve the appointment of Jenna Rafferty, as a Teacher of Performing Arts, effective October 1, 2016 - 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.

3d. Adjust the start date of Adriana Nunez, Teacher Aide to September 15, 2016.

3e. Approve the appointment of the following Teacher Aides at the hourly rate listed effective October 1, 2016 - June 30, 2017.

<u>Name</u>	<u>Rate</u>
Sarah Ashukian	\$16.00
Julie Aversa	\$17.00
Amanda Ax	\$17.00
Katharine Carlock	\$16.00
Patrick Hart	\$17.00
Maria Luis	\$17.00
Marissa O'Brien	\$17.00

3f. Approve additional compensation for the office staff on an as-needed basis, not to exceed ten hours per week during the 2016-2017 school year. This is due to new computer programs and digital archiving. Salary will be based on the 2016-2017 rate.

3g. Approve a contract with each of the boards of education on the attached list for the Jointure to provide 1:1 aide services for the 2016-2017 school year. Full amount of salary, plus benefits and an administrative fee shall be charged to each of the boards of education. (Attachment 3g).

3h. Adjust the medical leave of absence for Mary Bruno, Teacher Aide, From April 18, 2016 - December 23, 2016. 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.

3i. Approve the nursing staff to provide first aide for students and staff attending from another district to the South Bergen Jointure Campuses.

3j. Approve Shane Miller to provide robot and STEAM support to the STEAM Districts for the 2016-2017 school year. Salary will be based on the 2016-2017 rate..

3k. Approve Marie Bridge, school nurse to oversee the health aides and student health records at the East Rutherford and Carlstadt Campuses for the 2016 – 2017 school year.

3l. 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 2016 – 2017 school year.

3m. Approve Elizabeth Sorrentino, school nurse to oversee the health aides and student health records at the Lodi and Moonachie campuses for the 2016 – 2017 school year.

3n. Approve the after school intra-mural program at the Lodi Campus and the South Bergen Jointure Commission Districts October 2016 through June 30, 2017

3o. Approve the following staff to work on the STEAM program and labs after hours during the 2016-2017 school year for up to 10 days each.

Shane Miller
Rob Neilley
Edwin Flores
Ashley Vaughan

3p. Approve the maternity/medical leave under the Family Leave Act for Lauren Hickey, Teacher, as follows:

January 9, 2017 - February 3, 2017	Medical leave with benefits 19 paid sick days (Due Date: 2/5/17) {Portion of benefits to be paid by employee}
February 6, 2017 - May 5, 2017	Federal and/or State Family leave, Unpaid with benefits. {Portion of benefits to be paid by employee}

3q.

3r. Approve the appointment of Katie Burke as Business Office Transportation Assistant, with an effective date of October 15, 2016 at the annual salary of \$42,000.00. Salary

is to be prorated for a period shorter than 12 months. Ms. Burke is to receive a contract with the benefits and vacation provided to 12 month employees.

- 3q. 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 STEAM	Curriculum/Assessment Coordinator
Bookkeeper	Technical Performing Arts

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

Action taken:

4. POLICY:

Motion:

Seconded:

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

(Attachment 4a)

Policy # 1220 Employment of Chief School Administrator

Policy #1310 Employment of School Business Administrator/Board Secretary

Regulation #2414 Programs and Services for Students in High Poverty and in High Need School Districts

Policy #3111 Creating Positions

Policy # 3124	Employment Contract
Policy # 3125	Employment of Teaching Staff Members
Policy # 3125.2	Employment of Substitute Teachers
Policy & Regulation # 3126	District Mentoring Program
Policy # 3141	Resignation
Policy & Regulation #3144	Certification of Tenure Charges
Policy # 3159	Teaching Staff Member/School District Reporting Responsibilities
Policy # 3231	Outside Employment as Athletic Coach
Policy & Regulation # 3240	Professional Development for Teachers and School Leaders
Policy # 4159	Support Staff Member/School District Reporting Responsibilities
Regulation # 5330	Administration of Medication
Policy # 5339	Screening of Dyslexia
Policy # 5305	Health Services Personnel
Policy & Regulation # 5350	Student Suicide Prevention
Policy # 5460	High School Graduation
Policy # 7481	Unmanned Aircraft Systems (UAS also known as DRONES)
Policy & Regulation # 8441	Care of Injured and Ill Persons
Policy #8454	Management of Pediculosis

Policy &
Regulation # 8630 Bus Driver/Bus Aide Responsibility

Policy # 9541 Student Teachers/Interns

- 4b. Approve October 3- October 7, 2016 as a Week of Respect.
- 4c. Approve October 17 – October 21, 2016 as School Violence Awareness Week.
- 4d. Approve the Uniform State Memorandum of Agreement between Education and Law Enforcement Official for the 2016-2017 School Year.

Action taken:

5. **TRANSPORTATION:**

Motion:

Seconded:

- 5a. Motion to approve the attached Athletic & Field renewals for the 2016-2017 school year. (Attachment 5a)
- 5b. Motion to approve the attached Athletic and Field Trip BID from August 16, 2016. (Attachment 5b)
- 5c. Motion to approve the addendum on route #1724, First Student. A 2nd aide was added to the vehicle effective July 2016. Aide cost \$50.00 per diem. Total route cost \$296.37.
- 5d. Motion to approve the addendum on route #1925, Noor Transportation. An aide was added to the vehicle effective September 2016. Aide cost was \$45.00 per diem. Total route cost \$190.81.
- 5e. Motion to approve the attached 2016-2017 Quotes Set 1. (Attachment 5e)

Action Taken:

6. **FACILITIES AND PLANNING:**

Motion:

Seconded:

Action taken:

7. OLD BUSINESS:

Motion:

Seconded:

Action taken:

8. NEW BUSINESS:

Motion:

Seconded:

9. DISCUSSION ITEMS:

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

9b. Discuss STEAM VEX IQ Robot Competition

9c. Discuss and approve Jon Potestivo's Masters Research project for Ramapo College titled "An Investigation of Teacher Moral, Motivation and Productivity in the Special Education Classroom setting.

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 28, 2016

Motion:
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on September 28, 2016 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated September 28, 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**

September 28, 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: