

**SOUTH BERGEN JOINTURE COMMISSION**  
**696 Route 46 West**  
**Teterboro, New Jersey 076048**

**REGULAR MEETING**  
**December 19th, 2023**

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/Board Secretary has caused notice of this meeting to be sent to the following, announcing time and place thereof, agenda, etc.:

North Jersey Media Group

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

Updated district enrollment

HIB (1 not committed)

**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 November 21, 2023 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, 2f)
- 2b. The Board accepts the Board Secretary's Report as of October 31st, 2023 and approves " Pursuant to NJAC 6:20-2A.10(E), certify that as of October 31st, 2023 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 2023 (Attachment 2c)
- 2d. The Board approves the following resolution: "Pursuant to NJAC 6:20-2A.10(d), we certify that as of October 31st, 2022, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a)."
- 2e. The November and December bills list below are approved (Attachment 2e):
- |                      |                       |
|----------------------|-----------------------|
| Bills Payable        | \$4,606,735.72        |
| Payroll/Manual Check | \$2,144,277.80        |
| Cafeteria Checks     | <u>\$ 30,377.25</u>   |
| <b>Total</b>         | <b>\$6,781,390.77</b> |
- 2f. Motion to approve additional appropriations for revenues and expenditures for the month of October 2023. These appropriations recognize anticipated revenues.  
(Attachment 2f)
- 2g. Motion to approve the donation of new books from KPMG as a community service event, Family for Literacy Program. KPMG will visit the Maywood Campus on December 21, 2023.
- 2h. Motion to approve the agreement with the Environmental Climate Control, Inc. for HVAC maintenance services. (Attachment 2h).

2i. Motion to approve the following professional workshops and the reimbursement costs of the workshops.

| <b>Name</b>      | <b>Workshop</b>  | <b>Workshop Provider</b> | <b>Date(s)</b>   | <b>Cost</b>                        |
|------------------|--|--------------------------|--|------------------------------------|
| Miller, Shane    | NJASA Techspo 24   | NJASA                    | 1/24/24 - 1/26/24  | \$540.00 + lodging, meals & Travel |
| Kuchar, Michael  | NJASA Techspo 24   | NJASA                    | 1/24/24 - 1/26/24  | \$540.00 + lodging, meals & Travel |
| Weiss, Kellie    | Applied Polyvagal Theory in Yoga for Trauma Recovery Certificate | The Embody Lab           | various  | \$577.00                           |
| Grassi, Lyzzette | Applied Polyvagal Theory in Yoga for Trauma Recovery Certificate | The Embody Lab           | 11/4/23, 11/5/23, 11/11/23, 11/12/23, 12/2/23, 12/3/23, 12/9/23, 12/10/23, 1/20/24, 1/21/24, 1/27/24 & 1/28/24 | \$577.00                           |

2j. Motion to approve the following list of field trips.

| <b>Date of Field Trip</b>                               | <b>Destination</b>           | <b>Teachers</b>                                   | <b>Cost of Trip</b> | <b>Cost Paid By</b> | <b>Estimated Cost of Transportation</b> | <b>Cost of Transportation paid by</b> | <b>Total Cost of Trip for SBJC</b> |
|---|------------------------------|---|---------------------|---------------------|---|---------------------------------------|------------------------------------|
| 1/24/24,<br>2/28/24,<br>3/27/24,<br>4/24/24,<br>5/22/24 | Felician Lodi Campus Library | Agresta   | \$0.00              |                     | \$0.00                                  |                                       |                                    |
| 1/17/24   | Bergen Town Center           | Oliveras,<br>Voorhis,<br>Lacheik,<br>Beiermeister | \$0.00              |                     | \$207.26                                | SBJC                                  | \$207.26                           |

|          |                        |                              |            |      |            |      |            |
|----------|------------------------|------------------------------|------------|------|------------|------|------------|
| 1/18/24  | Liberty Science Center | STAR students                | \$580.00   | SBJC | \$282.26   | SBJC | \$862.26   |
| 12/20/23 | Paramus Park Mall      | Pombo/Hallahan/Dabbagh       | \$0.00     |      | \$207.26   | SBJC | \$207.26   |
| 12/19/23 | Paramus Park Mall      | Frangione/McGowan/Galvin     | \$0.00     |      | \$207.26   | SBJC | \$207.26   |
| 4/26/24  | Turtle Back Zoo        | Moonachie & S. Hack Campuses | \$1,332.00 | SBJC | \$1,217.00 | SBJC | \$2,549.00 |

2i. Motion to approve Artemis Consultants to provide mentoring/coaching to faculty who are underperforming at a cost of \$75.00 per hour not to exceed \$2,900.00. Through March 15, 2024.

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, 2023 through July 31, 2024. 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. Motion to approve the attached additional pay for services rendered as indicated. (Attachment 3a)

- 3b. Motion to approve the campus transfers for the following staff members for the 2023-2024 school year, based on the teacher's contract.

| <b>Name</b>   | <b>From Campus</b> | <b>To Campus</b> |
|---------------|--------------------|------------------|
| Colleen Lembo | Carlstadt          | South Hackensack |

- 3c. Motion to approve the appointment of the following personnel. Salary will be prorated for the period worked.

| <b><u>Name</u></b> | <b><u>Position</u></b>        | <b><u>Effective Dates</u></b> | <b><u>Salary/Step</u></b>        |
|--------------------|-------------------------------|-------------------------------|----------------------------------|
| Olivia Balestrieri | Paraprofessional              | 1/15/2024                     | \$18.66 per hour                 |
| John Serednicky    | Paraprofessional              | 1/15/2024                     | *\$23.33/hour or \$25.48 w/cert. |
| Jake Stroker       | Extended Day Paraprofessional | 1/2/2024                      | \$25.48 hour                     |

*\*Paraprofessional rate is contingent upon receipt of proof of certification. If proof is not provided, the rate of pay will change.*

- 3d. Motion to accept the resignation of the following personnel:

| <b><u>Name</u></b>         | <b><u>Position</u></b> | <b><u>Effective Date</u></b> | <b><u>Purpose</u></b> |
|----------------------------|------------------------|------------------------------|-----------------------|
| Andrew Scudato             | Paraprofessional       | 12/21/2023                   | resignation           |
| Matthew Sedita             | Paraprofessional       | 12/15/2023                   | resignation           |
| Theresa Gallagher          | Speech Therapist       | 7/1/2024                     | retirement            |
| Ruth Flores                | Paraprofessional       | 1/30/2024                    | resignation           |
| Kayla Cunningham-O'Donnell | Paraprofessional       | 12/23/2023                   | resignation           |

- 3e. Motion to approve the leave of absence for the following, using days in accordance with the individual agreement with the Board and utilizing the FMLA and/or NJFLA leave entitlement.

| <u>Employee ID#</u> | <u>Position</u>  | <u>Effective Dates</u>          |
|---------------------|------------------|---------------------------------|
| 1242                | Paraprofessional | 4/1/2024 - 10/10/2024           |
| 0114                | Speech Therapist | 9/1/2023 - 2/29/2024 (adjusted) |
| 1117                | Speech Therapist | 5/13/2024 - 9/1/2024            |

- 3f Motion to approve the change in position of Sarah Marini, Paraprofessional to Teacher of Students with Disabilities effective December 1, 2023 - June 30, 2024. Annual salary of \$57,000.00 is based on Step 2 B.A. of the teacher's guide.
- 3g. Motion to approve the unpaid without benefits leave of absence for employee 1246 effective November 30, 2023 - March 31, 2024. A doctor's note has been provided.
- 3h. Motion to approve the appointment of the following personnel to be substitute assistant coach for the 2023-2024 winter season at their hourly rate.

| <u>Name</u>        | <u>Position</u>  | <u>Sport / Season</u>        | <u>Stipend</u> |
|--------------------|------------------|------------------------------|----------------|
| Jeanette Rodriguez | Paraprofessional | Sub Assistant Coach - Winter | \$24.49 / hour |
| Luisa Rodriguez    | Paraprofessional | Sub Assistant Coach - Winter | \$28.18 / hour |

- 3i. Motion to approve additional transportation support for extracurricular activities for student #48450988, at the rate of \$20.00 per trip.

Action taken:

**4. POLICY:**

Motion:

Seconded:

Action Taken:

**5. TRANSPORTATION:**

Motion:

Seconded:

- 5a. Motion to approve the attached 2023-2024 Quote Results School Year Set 4 (Attachment 5a).
- 5b. Motion to approve the bid results from November 29, 2023, Special Education/Regular Student Transportation Services, Bid # 112923 (Attachment 5b).
- 5c. Motion to approve the addendum for the addition of a second vehicle on Contract #JW050923, route 6025A, J&W Financial, LLC.. Second vehicle was added November 15th, 2023. Vehicle cost is \$222.00 per diem and aide cost is \$75.00 per diem. Total route cost is \$297.00 per diem.
- 5d. Motion to approve the addendum for the addition of mileage on Contract #QIN317, route QIN317-M, Mayor Transportation, Inc. Mileage was added December 8th, 2023. Additional mileage is \$97.60 per diem (\$4 per mile x 24.4 miles).
- 5d. Motion to approve the withholding of payment on Route #6049 for J. Carpiolin Transport, LLC. due to improper licensure of driver. Penalty of two times the daily rate of \$540.00 for one day, total amount of \$1,080.00 will be deducted from the November payment. The route has been terminated.
- 5e. Motion to approve the withholding of payment on Route #6048 and 6050 for J. Carpiolin Transport, LLC. due to commingling of routes without authorization. Penalty of two times the daily rate of \$542.00 for 6048 for one day and \$390.00 for 6050 for one day, total amount of \$1,864.00 will be deducted from the November payment.
- 5f. Motion to approve the withholding of payment on Route #5059 for John Leckie, Inc. due to continued late arrival of vehicles. Penalty of two times the daily rate of \$386.40 for one day, total amount of \$772.80 will be deducted from the November payment.
- 5g. Motion to approve the withholding of payment on Route #TT202 for John Leckie, Inc. due to continued late arrival of vehicle. Penalty of two times the daily rate of \$356.00 for one day, total amount of \$712.00 will be deducted from the November payment.
- 5h. Motion to approve the withholding of payment on multiple routes (Q233, Q238 and Q279) for K&S Transportation, due to student not attending without notification. The penalty amount is a flat rate of \$10,000.00. Also deduct \$12,338 for route Q233 for overpayment on September and October bills and \$2,996.00 for route Q279 for overpayment on October bill. Total deduction from November payment is \$25,334.00. Routes Q233 and Q279 are canceled.
- 5i. Motion to approve the withholding of payment on route 5085 for Sunny Transportation, LLC, due to student not attending without notification. Deduct \$9,790.08 for route for overpayment on September and October bills. There is no penalty.

Action taken:

**6. FACILITIES AND PLANNING:**

Motion:

Seconded:

Action taken:

**7. OLD BUSINESS:**

Motion:

Seconded:

Action taken:

**8. NEW BUSINESS:**

Motion:

Seconded:

Action taken:

**9. DISCUSSION ITEMS:**

Motion:

Seconded:

Action Taken:

**10. FOOD SERVICE:**

Motion:

Seconded:

Action Taken:

**11. CURRICULUM:**

Motion:

Seconded:

Action Taken:



**12. 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**

**December 19th, 2023**

Motion:

Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on December 19, 2023 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated December 19, 2023. 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**

December 19th, 2023

Meeting Opened at \_\_\_\_\_.

Members Present:

Members Absent:

Also Present:

Special Order of Business

I. Personnel

**Adjournment**

Motion:

Seconded:

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

Action taken: