

SOUTH BERGEN JOINTURE COMMISSION
696 Route 46 West
Teterboro, NJ 07608
REGULAR MEETING
January 23, 2024

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.:

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.

Meeting Opened at _____.

ROLL CALL

Members Present:
Members Absent:
Also Present:

SUPERINTENDENT'S REPORT

District update.
HIB Investigation (1 not confirmed)

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 19, 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)

- 2b. The Board accepts the Board Secretary’s Report as of November 30th, 2023 and approves “Pursuant to NJAC 6:20-2A.10(E), certify that as of November 30th, 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 November 2023. (Attachment 2c)

- 2d. The Board approves the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of November 30th, 2023, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a).”

- 2e. The December and January bills list below are approved (Attachment 2e):

Bills Payable	\$4,619,826.33
Payroll/Transfers	\$2,183,821.26
Cafeteria Checks	<u>\$ 25,769.98</u>
Total	\$6,829,417.57

- 2f. Motion to approve the transfers for the month of November 2023. (Attachment 2f)

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

Name	Workshop	Workshop Provider	Date(s)	Cost
Kavanagh, Cheryl	NJCEC Spring Conference	Council for Exceptional Children	3/18/2024	\$165.00

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

Date of Field Trip	Destination	Teachers	Cost of Trip	Cost Paid By	Estimated Cost of Transportation	Cost of Transportation paid by	Total Cost of Trip for SBJC
1/2/24, 1/4/24, 1/11/24, 1/17/24, 1/30/24	Retro Fitness	Kavanagh			\$28.40	SBJC	\$28.40
1/3/24, 1/10/24, 1/19/24, 1/25/24	Westfield Garden State Plaza	Kavanagh			\$19.50	SBJC	\$19.50
1/5/24, 1/16/24, 1/24/24	Ridgewood	Kavanagh			\$16.80	SBJC	\$16.80
1/29/24	Lodi Lanes	Kavanagh			\$6.00	SBJC	\$6.00
1/18/24	Lodi Library	Hallahan & Frangione	\$207.26	SBJC			\$207.26
1/19/24	Lodi Library	McGowan & Galvin	\$207.26	SBJC			\$207.26
1/14/24	Lodi Library	Dabbagh & Pombo	\$207.26	SBJC			\$207.26
1/30/24	Little Ferry Memorial School	Athletics: Miller/Malz		SBJC	\$207.26	SBJC	\$207.26

2i. Motion to approve payment to Charter Tech Solutions, LLC for the installation of Technology systems for the Teterboro facility including network and alarm system cabling, access control systems, security cameras, and the Ai phone system in the amount of \$128,217.45. This contract was per the Omnia Partners Cyber Security Solutions and Associated Products and Services contract #R200803, Solicitation 20-08.

2j. Motion to accept the 2022-2023 Audit Report after report presentation by Mr. Dieter Lerch.

WHEREAS, the 2022-2023 annual district audit as prepared by the firm of Lerch, Vinci and Bliss, LLP, Certified Public Accountants, had been submitted to the Board of Education in accordance with New Jersey Statute and Administrative Code and

WHEREAS a synopsis of the audit has been made available for public distribution a copy of which should be attached to the minutes of this meeting.

NOW THEREFORE BE IT RESOLVED, that the Board of Education does hereby accept the 2022-2023 Annual Audit Report and corrective action plan. (Attachment 2j)

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, 2022 through July 31, 2022. 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 appointment of the following personnel. Salary will be prorated for the period worked.

<u>Name</u>	<u>Position</u>	<u>Effective Dates</u>	<u>Salary/Step</u>
Elizabeth Beck	Para	1/10/2024	\$25.48 / hour

Yanina Martinez	Para	1/10/2024	*\$23.33/hour or \$25.48 w/cert.
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**Paraprofessional rate is contingent upon receipt of proof of certification. If proof is not provided, the rate of pay will change.*

3c. Motion to adjust the start date of the following personnel:

<u>Name</u>	<u>Position</u>	<u>From</u>	<u>To:</u>
John Serednicky	Para	1/15/2024	1/17/2024
Olivia Balestrieri	Para	1/15/2024	1/10/2024
Jake Stroker	Extended Day Para	1/2/2024	1/10/2024

3d. Motion to approve the change in position of Angelina Sotiroska, Paraprofessional to Behavior Specialist effective February 1, 2024 - June 30, 2024. At the hourly rate of \$52.79 per hour.

3e. Motion to approve the following paraprofessional staff to be paid their hourly rate for field trip after school hours

<u>Name</u>
Heleni Fernandes

3f. Motion to approve the following students to complete clinical / student teaching /classroom observation hours at the South Bergen Jointure Commission as a requirement of their college.

<u>Name</u>	<u>College</u>
Isabella Guarneri	Felician University

3g. Motion to approve the adjusted unpaid without benefits leave of absence for employee 1246 effective November 30, 2023 - December 22, 2023. A doctor's note has been provided.

Action taken:

4. POLICY:

Motion:

Seconded:

- 4a. Motion to approve Harassment, Intimidation and Bullying (HIB) FAQ Document (Attachment 4a).

Action taken:

5. TRANSPORTATION:

Motion:

Seconded:

- 5a. Motion to approve the attached 2023-2024 Quote Results School Year Set 5 (Attachment 5a).
- 5b. Motion to approve the bid results from January 16, 2024, Special Education/Regular Student Transportation Services, Bid # 011624 (Attachment 5b).
- 5c. Motion to approve the addendum for the addition of a second vehicle on Contract #IN222, route IN222C, Mayor Transportation, LLC... Second vehicle was added January 2nd, 2024. Vehicle cost is \$214.68 per diem and aide cost is \$80.00 per diem. Total additional route cost is \$294.68 per diem.
- 5d. Motion to approve the addendum for the addition of a second vehicle on Contract #FCT080923, route 6318A, First Choice Tranz, LLC. Second vehicle was added January 29th, 2024. Vehicle cost is \$95.00 per diem and aide cost is \$30.00 per diem. Total additional route cost is \$95.00 per diem, no aide required.
- 5e. Motion to approve the withholding of payment on route 6048 for J. Carpiolin Transport, LLC. due to failure to submit requested behavioral incident report and failure to communicate with SBJC The penalty amount for each infraction is \$1,084.00, which is 2x the daily rate of \$542.00 for 1 day. The total penalty is \$2,168.00 and will be deducted from the December payment.
- 5f. Motion to approve the withholding of payment on route QIN365 for N&Y Transportation, Inc. due to an overpayment during November billing. The amount withheld will be \$1,440.00, which is 4 days at the daily rate of \$360.00 per diem. There is no penalty. The total amount of \$1,440 will be withheld from the January payment.
- 5g. Motion to approve the withholding of payment on route 6048 and 6049 for J. Carpiolin Transport, LLC. due to commingling, neglecting to send an aide and sending the wrong size vehicle. The penalty amount for each infraction is 2x the daily rate of \$542.00 for 1 day for 6048 and 2x the daily rate of \$540.00 for 1 day for 6049. The total penalty is \$5,412.00 and will be deducted from the January payment.

Action taken:

6. FACILITIES AND PLANNING:

Motion:

Seconded:

6a. Motion to approve the Community Use Application agreement between Bergen County Community College (BCCC) and South Bergen Jointure Commision for the use of the BCCC Meadowlands Conference Center on March 19-21, 2024 for professional development purposes. All fees have been waived by BCCC as part of their Friends of Bergen policy. (Attachment 6a)

6b. Motion to approve the Lease Extension Agreement between the South Bergen Jointure Commission and St. Francis DeSales Church in Lodi from July 1, 2024 through June 30, 2027 with a 2 year option to renew to June 30, 2029. (Attachment 6b)

Action taken:

7. OLD BUSINESS:

8. NEW BUSINESS:

9. DISCUSSION ITEMS:

10. FOOD SERVICE:

11. CURRICULUM:

Motion:

Seconded:

11a. Motion to approve updates to the SBJC Field Trip List (Attachment 11a).

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**

January 23, 2024

Motion:
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on January 24th, 2023 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated January 23, 2024. 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 23, 2024

Meeting Opened at _____.

Members Present:
Members Absent:
Also Present:

Special Order of Business

ADJOURNMENT:

Motion:
Seconded:

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

Action taken: