

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

**REGULAR MEETING**  
**July 25, 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-Secretary has caused notice of this meeting to be sent to the following, announcing time and place thereof, agenda, etc.:

The 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

**APPROVAL OF MINUTES:**

Motion:

Seconded:

1. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Regular Meeting of June 20, 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 May 31, 2023 and approves “Pursuant to NJAC 6:20-2A.10 (E), certify that as of May 31, 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 May 2023. (Attachment 2c)
  
- 2d. The Board approves the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of May 31, 2023, no budgetary line item has been over-expanded in violation of NJAC 6:20-2A.10(a).”
  
- 2e. Motion to approve additional appropriations for revenues and expenditures for the month of May 2023. These appropriations recognize anticipated revenues. (Attachment 2e)
  
- 2f. Motion to approve the June and July bills list below. (Attachment 2f):

Bills Payable	\$4,329,054.06
Payroll Transfers	\$1,604,121.71
Cafeteria Checks	\$ 0.0
<b>Total</b>	<b>\$5,933,175.77</b>

2g. WHEREAS it is necessary to release funds from the Committed Fund Balance – Designated for Building Fund;

BE IT RESOLVED, by the South Bergen Jointure Commission Board of Education (“SBJC”), that funds in the amount of \$500,000. be appropriated from the Committed Fund Balance – Designated for Building Fund to the budget account Capital Outlay – FacilitiesAcquisition and Construction Services – Construction Services, for roof repairs and

other construction services related to the property located at 696 Route 46 West, Teterboro, New Jersey.

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

<u>Name</u>	<u>Workshop</u>	<u>Workshop Provider</u>	<u>Date(s)</u>	<u>Cost</u>
Miller, Shane	NJL2L Mentoring	NJL2L	11/1/2022-6/30/2023	\$1,000.00

2i. Motion to approve the agreement for General Communications services with Laura Bishop Communications (LBC) at the cost of \$3,000.00 per month for a maximum of \$33,000 annually for a contract term July 26, 2023 – June 30, 2024. (Attachment 2i)

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 adjust the start date of the following personnel:

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>From</u></b>	<b><u>To:</u></b>
Duran, Mercedes	Paraprofessional	7/6/2023	7/12/2023
Fernandes, Heleni	Paraprofessional	7/6/2023	7/12/2023
Mihal, Stephen	Paraprofessional	7/6/2023	7/12/2023

- 3c. Motion to rescind the appointment of the following personnel to work the 2023 Extended School Program.

<b><u>Name</u></b>	<b><u>Position</u></b>
Smith, Caeira	Paraprofessional
Littlejohn, Tatianna	Paraprofessional
Bernath, Jason	Occupational Therapist
Cajamarca, Carmen	Paraprofessional
Smith, Tricia	School Social Worker
Toci, Angela	P.T. Paraprofessional

- 3d. Motion to approve Marie Bridge to provide nursing support for student intakes and for August 2023 at her hourly rate .
- 3e. Motion to approve the reappointment of Mr. Ken Rota as a Part time Personnel Management Coordinator for 3 days per week from July 1 - July 31, 2023 at the per diem rate of \$500 per day. Additionally, approve the appointment of Mr. Ken Rota as the Interim Principal - Lodi Campus effective August 1, 2023 at the per diem rate of \$600.00 per day.
- 3f. Motion to approve the salary adjustment for the following staff who have completed the

requirements of the Teacher Salary / Paraprofessional guide. All documents have been provided.

<u>Name</u>	<u>Position</u>	<u>Degree/Certificati on</u>	<u>Adjusted Salary</u>	<u>Effective Date</u>
Haviland, Kristen	Teacher	MA to MA+15 step 12	\$77,425.00	9/1/23
McGowan, Jeffrey	Teacher	MA to MA+30 step 7	\$73,500.00	9/1/23
Oliveras, Karen	Teacher	MA to MA+15 step 4	\$66,625.00	9/1/23
Smith Mason, Sophia	Para	AS to BA	\$27.02 / hour	9/1/23
Neilley, Robert	NetworkTech.	AS to BA	\$68,159.70 with longevity	7/1/23
McKnight, Dana	Para	AS to BA	\$25.48 / hour	9/1/23
Lavelle, Alicia	Teacher	Step 12 to Step 13	\$86,000.00	9/1/23
Duran, Mercedes	Para	rate adjusted based on the approved 23/24 salary index	\$25.48 w/ cert. per hour	9/1/23
Fernandes, Heleni	Para	rate adjusted based on the approved 23/24 salary index	\$25.48 w/ cert. per hour	9/1/23
Mihal, Stephen	Para	rate adjusted based on the approved 23/24 salary index	\$25.48 w/ cert. per hour	9/1/23

- 3g. 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>
1021	Paraprofessional	9/8/23-9/22/23
0250	Teacher	9/13/23 - 1/31/24

3h. Motion to approve the appointment of the following personnel.

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary/Step</u>
Salas, Evelyn	Paraprofessional	9/1/2023	\$23.33 or \$25.48 w/ cert. per hour
Stigliano, Amanda	Paraprofessional	9/1/2023	\$23.33 or \$25.48 w/ cert. per hour
Sanchez, Daysi	Paraprofessional	9/1/2023	\$25.19 per hour
Cela, Sidorela	Paraprofessional	9/1/2023	\$25.48 per hour
Pawlukiewicz, Kenneth	Paraprofessional	9/1/2023	\$23.33 or \$25.48 w/ cert. per hour
Vizcaino, Jeffrey	Paraprofessional	9/1/2023	\$23.33 or \$25.48 w/ cert. per hour

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

3i. Motion to accept the resignation of the following personnel:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Purpose</u>
Mirza, Gabriella	Paraprofessional	8/1/2023	Resignation
Calabrese, Tricia	Paraprofessional	7/1/2023	Resignation
Littlejohn, Tatianna	Paraprofessional	7/1/2023	Resignation
DelaTorre, Melissa	Occupational Therapist	9/20/21	Resignation

3j. Motion to approve the following staff to be added to the substitute list for the 2023- 2024 school year.

Gabriella Mirza

3k. Motion to approve Kathleen Tennant to provide District Home Programming Coordination for July and August 2023 at the 2023-2024 Home Programming Coordinator rate, not to exceed 15 hours each per month.

3l. Motion to approve Robert Neilley, Network Technician, to be paid an additional \$2,000.00 stipend for the Organic Garden Club for the 2023-2024 school year.

- 3m. Motion to approve the contract for Susan Cucciniello as School Business Administrator retroactive to July 1, 2023 through June 30, 2024. (Attachment 3m)
- 3n. Motion to approve the attached list of Paraprofessionals to be reimbursed \$125.00 for their substitute certification. (Attachment 3n)
- 3o. Motion to approve the 2023-2024 Substitute Rates. (Attachment 3o)
- 3p. Motion to approve the following staff to be paid an additional up to 1.5 hours for attendance at the Functional Living Skills Committee Meeting on July 19, 2023.

Joanna Lachcik	Kristen Del Rosso	Kathy Tennant	Bernadette Palpallatoc
Tom Barton	Megan Farrell-Ingham	Kellie Weiss	Deborah Chilelli-Boru

- 3q. Motion to approve the creation of the Crisis Manager Paraprofessional Stipend position and the attached job description (Attachment 3q).
- 3r. Motion to approve the creation of the Administrator in Charge Stipend job position and the attached job description (Attachment 3r).
- 3s. Motion to approve Gianna Gugliuzza to complete observation hours with the South Bergen Jointure Commission Outreach staff as a requirement for Seton Hall University.

Action taken:

**4. POLICY:**

Motion:

Seconded:

- 4a. Motion to approve the adjusted South Bergen Jointure Commission 2023 - 2024 Calendar (Attachment 4a)
- 4b. Motion to approve the first reading for following Policies/Regulations/By Laws/Procedures (Attachment 4b)

Policies	Title
2419	School Threat Assessment Team

Action taken:

**5. TRANSPORTATION:**

Motion:

Seconded:

- 5a. Motion to approve the attached 2022-2023 Quote Results ESY Set 1 (Attachment 5a).
- 5b. Motion to approve the addendums for a second vehicle on Contract #M060823-R, Mayor Transportation. The following routes were split due to overcrowding.

<b>Route Number</b>	<b>Effective Date</b>	<b>Vehicle Cost Per Diem</b>	<b>Aide Cost Per Diem</b>	<b>Total Cost Per Diem</b>
SIN300A	7/5/2023	164.00	80.00	244.00
SIN302A	7/5/2023	157.00	80.00	237.00
SIN303A	7/5/2023	157.00	80.00	237.00
SIN315A	6/26/2023	134.00	80.00	214.00
SIN326A	6/26/2023	167.00	80.00	247.00
SIN326B	7/5/2023	167.00	80.00	247.00

- 5c. Motion to approve the addendum for a second vehicle on Contract #SAKA, route S423, AKA School Transportation. Vehicle was added effective July 13th, 2023. Vehicle cost is \$292.00 per diem and aide cost is \$49.00 per diem. Total route cost is \$341.00 per diem.

Action taken:

**6. FACILITIES AND PLANNING:**

Motion:

Seconded:

- 6a. Motion to approve the License and Use Agreement with the Boys and Girls Club of Lower Bergen County to facilitate an After School Program for the SBJC students for the 2023-24 school year. (Attachment 6a)
- 6b. Motion to approve the Amendment to the Lease between South Bergen Jointure Commission and 500 Route 17 South, Hasbrouck Heights, LLC effective July 1, 2023 for a month to month basis as needed. (Attachment 6b)
- 6c. Motion to approve the Amendment to the Sublease Agreement with American Academy of Family Physicians for additional temporary office space to accommodate additional office space needs effective July 1, 2023 for a month to month basis (Attachment 6c)



- 6d. Motion to approve the Memorandum of Understanding with Our Lady Queen of Peace Church for the use of their facility for after school/weekend activities for the 2023-24 school year. (Attachment 6d)
- 6e. Motion to approve the revised Linkage Agreement between the South Bergen Jointure Commission and the Garfield Board of Education for the 2023-2024 school year. (Attachment 6e)
- 6f. Motion to approve the revised Linkage Agreement between the South Bergen Jointure Commission and the South Hackensack Board of Education for the 2023-2024 school year. (Attachment 6f)
- 6g. Motion to approve the revised Linkage Agreement between the South Bergen Jointure Commission and the Lyndhurst Board of Education for the 2023-2024 school year. (Attachment 6g)
- 6h. Motion to designate the 696 Route 46 building be known now and hereafter as The Ed Weihenmayer Center, which will be commonly referred to as The Ed Center. Dedication of the new building is tentatively scheduled for Thursday, October 5, 2023.
- 6i. Motion to approve the Linkage Agreement between the South Bergen Jointure Commission and the Moonachie Board of Education for the 2023-2024 school year. (Attachment 6i)

Action taken:

7. **OLD BUSINESS:**

8. **NEW BUSINESS:**

9. **DISCUSSION ITEMS:**

10. **FOOD SERVICE:**

11. **CURRICULUM**

Motion:

Seconded:

- 11a. Motion to approve the attached Emergency Virtual or Remote Instruction Program for the 2023-2024 school year. (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**

**July 25, 2023**

Motion:

Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on July 25, 2023 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated July 25, 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

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

Members Present:

Members Absent:

Also Present:

**Adjournment**

Motion:

Seconded:

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

Action taken