

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

**REGULAR MEETING
June 20th, 2018**

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

Awards and Recognition

APPROVAL OF MINUTES:

Motion:

Seconded:

1. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Regular Meeting of May 23, 2018 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 April 30, 2018 and approves “ Pursuant to NJAC 6:20-2A.10(E), certify that as of April 30, 2018 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 April 2018. (Attachment 2c)
- 2d. The Board approves the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of April 30, 2018, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a).”
- 2e. The May and June bills list below are approved (lists attached):

Bills Payable	\$2,482,623.10
Payroll/Manual Check	\$1,611,050.43
Cafeteria Checks	<u>\$ 28,425.73</u>
Total	\$4,122,099.26

- 2f. Motion to approve the transfers for the month of April 2018. (Attachment 2f)
- 2g. Approve the following voluntary employee payroll deductions for the 2018-2019 school year. These are all employee only contributions at no cost to the Board.
 - Central Bergen Federal Credit Union
 - Axa Equitable-TSA
 - NJEA Dues
 - Prudential Ins.
 - VALIC-TSA.
 - Lincoln Investment Planning, TSA
 - AFLAC

AFLAC (Wageworks) - FSA
Lincoln Financial Group-TSA
Planconnect - TSA

- 2h. Motion to approve the following list of State Contract Vendors to be used during the 2018-2019 school year. (Attachment 2h)
- 2i. Motion to approve a cash incentive to waive benefits for any employees who waive Dental benefit coverage for the 2018-19 school year that are not entitled to the Health Benefit waiver. The waiver will be effective 7/1/18 – 6/30/19. The amount of the waiver will be the 25% of the cost of the benefit, not to exceed \$5,000, and will be prorated if the employee receives benefits for a partial year or in the event the employee should terminate their employment before the end of the school year.
- 2j. Approve the use of Success Communications Group to provide discounted rates for SBJC classified advertising.
- 2k. Approved the fee schedule for 2018-2019 Outreach Services on a per session or evaluation basis, as attached. (Attachment 2k)
- 2l. Motion to approve the Agreement with Christine Doerr, APRN-BC, LLC for Clinical Services for the 2018-19 school year. (Attachment 2l)
- 2m. The Board approves the 2018-2019 Anticipated contracts to be renewed, awarded, or to expire during the school year and approves: “Pursuant to PL 2015, Chapter 47 the South Bergen Jointure Commission Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statues and regulation; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Procurement Regulations 2CFR Part 200.317 et.Seq.” (Attachment 2m)
- 2n. Approve the attached list of field trips with cost. (Attachment 2n)
- 2o. Approve the attached professional days for the 2017-2018 school year. (Attachment 2o)
- 2p. Approve the attached guide for Health Benefit/Prescription Employee Benefit Contribution for the 2018-19 school year for the following groups:
 - Aides, Substitutes, All 12 month employees Except Administrator’s Group, Outreach/OT/PT, SBJCEA (Teacher’s) Group. (Attachment 2p)

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, 2018 through July 31, 2019. All employments are approved to be paid additional compensation for the Clubs and Activities Program, Office Support, Home Programming, Home Instruction and Parent Training Home Program on an as-needed basis.

3a. Rescind the appointment of the following personnel to work the 2018 Extended School Year Program.

<u>Name</u>	<u>Position</u>
Pat Kose	Teacher Aide
Angelina Sotiroska	Teacher Aide
Danielle Bruscano	Teacher Aide
Jerome Bernard	Teacher Aide
Bari-Sue Douglas	Occupational Therapist
Kyle Goodridge	Teacher Aide

3b. Approve the appointment of Alisa Miller as a Teacher Aide at the hourly rate of \$18.00 effective September 1, 2018 - June 30, 2019.

3c. Accept the resignations of the following personnel.

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Sameerah Muttaqi	Teacher Aide	June 23, 2018

3d. Approve the following personnel to be added to the substitute list for the 2017-2018 school year.

Nicole Bevacqua

3e. Approve the appointment of Roxanne Thornton as a Teacher Aide at the hourly rate of \$18.00 effective September 1, 2018 - June 30, 2019.

3f. Approve the following Psychologist/Behaviorist/Transition Counselor to be paid an additional \$2,000.00 for their Doctorate Degree for the 2018-2019 school year.

Julie Callaghan
Cheryl Kavanagh
Hillary Sobol

3g. Approve Dr. Reji George, Supervisor of Outreach, to receive \$3,500.00 for Doctorate as per the Administrative Manual for the 2017-2018 school year.

3h. Approve Dr. Christopher Hughes, Director of Special Projects/Outreach to receive \$3,500.00 for Doctorate as per the Administrative Manual for the 2017-2018 school year.

3i. Approve the appointment of the following personnel to work the 2018 Extended School Year Program.

<u>Name</u>	<u>Position</u>	<u>Salary/Rate</u>
Alexis Yotka	Teacher Aide	\$18.00
Cheryl Lupica	Speech Therapist	\$203.78 / per diem
Christopher Winn	Teacher Aide	\$18.00

3j. Rescind the appointment of Gloria Ponosuk, teacher aide for the 2018-2019 school year. Ms. Ponosuk will remain as a substitute for the 2018-2019 school year.

3k. Approve the medical leave of absence for Bari-Sue Douglas, Occupational Therapist June 11, 2018 - June 27, 2018. Ms. Douglas paid sick days during this time. Ms. Douglas's physician has confirmed her condition.

3l. Rescind Dr. Reji George, Physical Therapist, to work transition of Outreach during the month of July and August 2018 up to a total of 5 weeks based on the 2017-2018 rate.

3m. Approve Dr. Reji George, Physical Therapist/Outreach Supervisor, to move from a 10 month employee to a 12 month employee effective July 1, 2018.

- 3n. Rescind Shane Miller, Curriculum and Assessment Coordinator to work during the months of July and August 2018, up to a total of 5 days.
- 3o. Approve the change of position for Shane Miller from Curriculum and Assessment Coordinator to Coordinator of STEAM and Special Projects and to move from a 10 month employee to a 12 month employee at a salary of \$69,500.24 effective July 1, 2018.
- 3p. Approve the maternity/medical leave under the Family Leave Act for Julie Aversa, Teacher Aide for the South Bergen Jointure Commission as follows:

September 4, 2018 - October 1, 2018	Medical leave with benefits 6 paid sick days (Due Date: 9/6/18) {Portion of benefits to be paid
by	employee}
October 2, 2018 - January 1, 2019	Federal and/or State Family
Leave,	Unpaid with benefit {Portion of benefits to be paid
by	employee}

- 3q. Reappoint the Teachers with salaries for the 2018-2019 school year, as per the attached. (Attachment 3q).
- 3r. Reappoint the Outreach Personnel with salaries for the 2018-2019 school year, as per the attached. (Attachment 3r).
- 3s. Reappoint the Outreach Personnel, Occupational and Physical Therapists with salaries for the 2018-2019 school year, as per the attached. (Attachment 3s).
- 3t. Approve the Substitute Teacher/Substitute Teacher Aide list for the 2018 July Extended School Year Program (Attachment 3t).
- 3u. Approve the Substitute Teacher/Substitute Teacher Aide list for the for the 2018-2019 School year (attachment 3u)
- 3v. Reappoint the 12 month employees with salaries for the 2018-2019 school year, as per the attached. (Attachment 3v)

3w. Approve the following staff to work on curriculum during the months of July and August 2018, up to a total of 5 days each. They will be paid at their per diem rate based on their 2018-19 contract for actual days worked.

Sarah Bossio
Anna Segelbacher
Claudia Balestier

- 3x. Approve the salary schedule for Teacher and Teacher Aide Home Programming effective July 1, 2018 through June 30, 2019. (Attachment 3x)
- 3y. Motion to approve the contract for Susan Cucciniello as School Business Administrator from July 1, 2018 through June 30, 2019 (Attachment 3y)
- 3z. Approve the following staff to provide District Home Programming Coordination for July and August 2018 at the 2018-2019 Home Programming Coordinator rate, not to exceed 7 ½ hours each per month:

Kathleen Tennant
Julia Scozzafava

- 3aa. Approve the new/revised Job Descriptions that were done to reflect updated and actual job responsibilities. (Attachment 3aa)
- 3bb. Approve the 2018-2021 teacher's contract (Attachment 3bb)
- 3cc. Approve Holly Ehle as principal for the Moonachie Campus for the 2018-2019 school year.
- 3dd. Approve Ellen Kriley, Occupational Therapist, to be paid an additional \$2,500.00 as head Occupational Therapist for the 2018-2019 school year.
- 3ee. Approve Anna Segelbacher, School Social Worker, to be paid an additional \$2,500.00 as the Head Therapist for the 2018-2019 school year.
- 3ff. Approved the following personnel to be paid an additional \$2,000.00 for the BCBA Certificate as per the Outreach Manual for the 2018-2019 school year.

Christine McLeod
Theresa Gallagher
Anna Segelbacher

- 3gg. Approve the maternity/medical leave under the Family Leave Act for Melissa DelaTorre, Occupational Therapist for the South Bergen Jointure Commission as follows:

September 4, 2018 - October 1, 2018

Medical leave with benefits

		20 paid sick days (Due Date: 9/1/18) {Portion of benefits to be paid
by		employee}
	October 2, 2018 - January 1, 2019	Federal and/or State Family
Leave,		Unpaid with benefit {Portion of benefits to be paid
by		employee}

3hh. Approve the 2018-2021 Outreach Employee’s contract (Attachment 3hh)

3ii. Approve the maternity/medical leave under the Family Leave Act for Kathryn Clifford, Teacher Aide for the South Bergen Jointure Commission as follows:

	September 4, 2018 - October 1, 2018	Medical leave with benefits 20 paid sick days (Due Date: 8/25/18) {Portion of benefits to be paid
by		employee}
	October 2, 2018 - January 1, 2019	Federal and/or State Family
Leave,		Unpaid with benefit {Portion of benefits to be paid
by		employee}

3jj. Approve the following staff to work on curriculum during the months of July and August 2018, up to a total of 5 days. They will be paid at their per diem rate based on their 2017-2018 contract for actual days worked.

Sarah Bossio	Kelly Martens
Jenna Rafferty	Kim Diamond
Michelle Keim	Lisa Gannaio
Leslie Lang	Joanna Lachcik
Sean Voorhis	Jacqueline Rossmell
Ellen McCormick	Colleen Lembo

3kk. Approve the following staff to provide new hire and staff training during the months of July and August 2018, up to a total of five days.

Claudia Balestier	Ariana Bray
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3ll. Approve Robert Neilley, Media & Tech Assistant, to be paid an additional \$2,000.00 for the Organic Garden Club for the 2018-2019 school year.

3mm. Approve Karen Senario, Transportation Manager, to be paid an additional \$3,000.00 for Technology Computer program for the 2018-2019 school year.

3nn. Approve the Administrators contract with salaries for the 2018-2019 school year, as per the attached. (Attachment 3nn).

3oo. Approve the Teachers to the 2018 July Extended School Year Program, as per the attached with the adjusted salaries. (Attachment 3oo).

3pp. 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
Supervisor 10 month	Teacher of Reading
Reading Specialist	Substitute Teacher Aides
Teacher of Science	Assistant Business Administrator
Clerk/Typist/Receptionist	Teacher of STEM

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

Action taken:

4. POLICY:

Motion:

Seconded:

4a. Reporting of Harassment, Intimidation and Bullying Investigations, Training and Programs Data collection for the period 2016 - 2017.
(Attachment 4a)

- 4b. Discuss and approve the South Bergen Jointure Commission District Professional Development Plan for the 2018-2019 school year. (Attachment 4b)
- 4c. Discuss and approve the South Bergen Jointure Commission Teacher Mentoring Program for the 2018-2019 school year. (Attachment 4c)

Action taken:

5. TRANSPORTATION:

Motion:

Seconded:

- 5a. Motion to approve the attached 2017-2018 Quote Set 10. (Attachment 5a)
- 5b. Motion to approve Special Ed Route renewals and New Contracts for the 2018-2019 school year. (Attachment 5b)
- 5c. Motion to approve Regular Ed Route renewals and New Contracts for the 2018-2019 school year. (Attachment 5c)
- 5d. Motion to approve the bid results for June 6, 2018 (Attachment 5d)
- 5e. Motion to approve the attached Summer 2018 Quote Set 1. (Attachment 5e)
- 5f. Motion to approve the withholding of payment on Route #2164 for Noor Transportation due to non-performance. Penalty of two times the daily rate in the amount of \$296.00 will be deducted from the May payment.
- 5g. Motion to approve the addendum on route #QIN226, Taher Transportation, effective June 1, 2018. Mileage increase due to a change in pickup locations from the original quote. 10.4 miles at \$3.00 per mile with the total increase of \$31.20 per diem. Total route cost is \$134.20.
- 5h. Motion to approve the South Bergen Jointure School Evacuation Drills for the 2017-2018 school year. All copies of the drills are on file in the Transportation Department.
- 5i. Motion to approve the withholding of payment on Route #2117 for N&Y Transportation due to non-performance. Penalty of two times the daily rate in the amount of \$140.40 will be deducted from the June payment.

Action taken:

6.FACILITIES AND PLANNING:

Motion:

Seconded:

- 6a. Approve the renewal of applications for the temporary instructional space for the Lodi and Maywood Campuses. (Attachment 6a)
- 6b. Approve the Linkage Agreement Addendum between the South Bergen Jointure Commission and the South Hackensack Board of Education for the 2018-2019 school year. (Attachment 6b)
- 6c. Approve the Linkage Agreement Addendum between the South Bergen Jointure Commission and the Moonachie Board of Education for the 2018-2019 school year. (Attachment 6c)

Action taken:

7. OLD BUSINESS:

8. NEW BUSINESS:

Motion:

Seconded:

9. DISCUSSION ITEM:

- 9a. Discuss the Membership request from the Little Ferry Board of Education to become a member of the South Bergen Jointure Commission.

10. FOOD SERVICE:

Motion:

Seconded:

- 10a. Motion to approve the vended meals agreement between the Moonachie School District and the SBJC for vended meals for the 2018-2019 school year at the following cost:

Breakfast - \$2.00

Lunch - \$3.00

- 10b. Motion to approve the vended meals agreement between the Carlstadt School District and the SBJC for vended meals for the 2018-2019 school year at the following cost:

Breakfast - \$1.50

Lunch - \$3.10

10c. Motion to approve the vended meals agreement between the Little Ferry School District and the SBJC for vended meals for the 2018-2019 school year at the following cost:

Breakfast - \$2.25

Lunch - \$3.25

Action taken:

11. INFORMATION ITEMS:

Motion:

Seconded:

Action Taken:

ADJOURNMENT:

Motion:

Seconded:

BE IT RESOLVED, that this meeting is adjourned at _____.

Action Taken:

**SPECIAL ORDER OF BUSINESS
CLOSED MEETING TO PUBLIC ATTENDANCE**

June 20, 2018

Motion:
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on June 20, 2018 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated June 20, 2018. 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

June 20, 2018

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: