

SOUTH BERGEN JOINTURE COMMISSION
696 Route 46 West
Teterboro, NJ 07608

REGULAR MEETING
March 26th, 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.

The meeting was called to order at _____.

ROLL CALL

Members Present:
Members Absent:
Also Present:

SUPERINTENDENT'S REPORT

District update, and enrollment report.

APPROVAL OF MINUTES:

Motion:
Seconded:

BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Executive Session and Regular Meeting of February 27, 2024 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, 2e. 2f)
- 2b. The Board accepts the Board Secretary’s Report as of January 31st, 2024 and approves “Pursuant to NJAC 6:20-2A.10(E), certify that as of January 31st, 2024 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 January 2024. (Attachment 2c)
- 2d. The Board approves the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of January 31st, 2024, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a).”
- 2e. The February and March bills list below are approved (lists attached):

Bills Payable	\$ 5,145,873.89
Payroll/Manual Check	\$ 2,250,205.43
Cafeteria Checks	<u>\$ 24,224.12</u>
Total	\$ 7,420,303.44

- 2f. Motion to approve the transfers for the month of January 2024. (Attachment 2f)
- 2g. Motion to approve the following tuition rates for the 2024-2025 school year. The rates include a 2.5% increase over the 2023-24 school year.

South Bergen Jointure Commission 2024-2025 Tuition Rates

<u>Program</u>	<u>Rate</u>
<i>Autism</i>	<i>\$74,240</i>
<i>Autism ½ Day Program</i>	<i>\$37,120</i>

<i>Preschool Disabilities ½ Day</i>	<i>\$25,145</i>
<i>Preschool Autism Full Day</i>	<i>\$74,240</i>
<i>Preschool Disabilities</i>	<i>\$47,725</i>
<i>Preschool Intensive BD</i>	<i>\$74,240</i>
<i>Cognitive Impairment Severe</i>	<i>\$74,240</i>
<i>Multiply Disabilities (MD)</i>	<i>\$47,725</i>
<i>Emotionally Regulation Impairment (ERI)</i>	<i>\$63,390</i>
<i>Middle/High School Program</i>	<i>\$61,470</i>
<i>Severely Impaired</i>	<i>\$80,400</i>
<i>Shared Time Students</i>	<i>\$32,050</i>
<i>Annual Rate 1:1 Aide</i>	<i>\$50,000</i>
<i>Daily Rate 1:1 Aide</i>	<i>\$278</i>

2h. Motion to approve the 2024 Summer Extended School Year tuitions:

2024 Summer Extended School Year Tuition Rates:

<u>Program</u>	<u>Rate</u>
<i>Autistic, ERI, MD, & Preschool</i>	<i>\$4,250</i>
<i>Preschool (½ Day Program)</i>	<i>\$2,125</i>
<i>Severely Disabled</i>	<i>\$5,650</i>
<i>Monthly Rate (Summer) 1:1 Aide</i>	<i>\$2,975</i>

2i. Motion to approve the following list of Professional Development Days with cost.

Name	Workshop	Workshop Provider	Date(s)	Cost
Auerbach, Heather	NJ STS Pupil Transportation Conference	NJ STS	3/20/24 - 3/22/24	\$475.00 plus hotel, fees, mileage, meals

Cucciniello, Susan	Purchasing	NJASBO	3/21/24	\$175.00
Estevez, Frances	School Plant Planning	NJASBO	4/13, 4/20, 4/27, 5/4/24	\$300.00
Wegorek, Barbara	School Plant Planning	NJASBO	4/13, 4/20, 4/27, 5/4/24	\$300.00
Miller, Shane	CPI Training	Crisis Prevention Institute	3/19/24 - 3/21/24	\$4,349.00
Cucciniello, Susan	NJASBO Conference	NJASBO	6/5/24- 6/7/24	\$500 plus hotel, fees, mileage, meals

2j. Motion to approve the following Field Trips with cost.

Date of Field Trip	Destination	Teachers	Cost of Trip	Estimated Cost of Transportation	Total Cost of Trip for SBJC
3/13/24	Arena STEM	Kavanagh / Tully / Whittemore / Gentile	\$600.00	\$252.26	\$852.26
5/3/24	Liberty Science Center	McCormick	\$292.50	\$443.82	\$736.32
3/4/24, 4/29/24	Lodi Lanes	Kavanagh		\$9.00	\$9.00
3/5/24, 3/12/24, 3/21/24, 3/28/24, 4/2/24, 4/11/24, 4/23/24, 4/30/24	Retro Fitness	Kavanagh		\$36.00	\$36.00
3/6/24, 3/20/24, 4/10/24	Ridgewood	Kavanagh		\$16.80	\$16.80
3/14/24, 3/27/24, 4/24/24	Garden State Plaza	Kavanagh		\$13.50	\$13.50

5/15/24	Van Saun Park	Averna/Lorfink	\$96.00	\$207.26	\$303.26
3/12/24	Lodi Public Library	Frangione / Hallahan		\$207.26	\$207.26
3/14/24	Lodi Public Library	Dabbagh / Pombo		\$207.26	\$207.26
3/13/24	Lodi Public Library	Galvin / McGowan		\$207.26	\$207.26
4/10/24	Westfield Garden State Plaza	Oliveras/Lacheik		\$207.26	\$207.26
4/29/24	Playdrome Bowling Center	Marszalek/Miller	\$450	TBD	\$450 + Transportation
3/19/24	Bergen Bistro Paramus Tech	Barton / Crowe	\$448.00	\$60.00	\$508.00

2k. Motioned to approve the Lease Agreement with Quadient for a new Postage Machine and Meter Rental for the 5 year period starting March 2024. (Attachment 2k)

2l.

RESOLUTION

WHEREAS, after advertising for bids, the South Bergen Jointure Commission Board of Education ("Board") entered into a contract with Catcord Construction Company, Inc. ("Catcord") for the first floor renovation of the South Bergen Jointure Commission Board of Education Building Project ("Project") in the amount of \$433,300.00;

WHEREAS, Catcord submitted five change orders for the Project which have been recommended for approval by Solutions Architectural Company ("Solutions"), the Board's Architect; and

WHEREAS, the change orders are submitted in accordance with the parties contract and applicable law;

BE IT RESOLVED that the Board approves the following change orders:

- PCO1 (hardware), PCO2 (mount HVAC equipment/fencing) and PCO3 (permit delays) which increased the contract sum to \$454,748.95 and changed the substantial completion date to May 3, 2024.
- PCO4 (firewall) and PCO5 (concrete floor) which increased the contract sum to \$460,954.55.

BE IT FURTHER RESOLVED that the School Business Administrator is authorized to sign the change order on behalf of the Board. (Attachment 2l)

2m. Motion to approve Michael Kuchar Continuing Education course Applied Behavior Analysis, Supervision & Management Fundamentals and Assessment & Behavior Change Procedure for Skill Acquisition & Performance Improvement at the cost of \$1,980.

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, 2024 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 Marildo Mera to be added to the Substitute List for the 2023-2024 school year.
- 3c. 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>
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1119	Paraprofessional	3/14/24-4/19/24
0114	Speech Therapist	9/1/2023 - 6/21/24 (adjusted)
1210	Paraprofessional	6/1/24 - 11/24/24
0658	Physical Therapist	6/8/24 - 11/24/24
0886	Paraprofessional	9/1/24-11/24/24
0617	Paraprofessional	03/18/24-6/9/24
1162	Paraprofessional	3/1/24-4/12/24 (portion of leave is without benefits)
1124	Teacher	3/11/2024 - 9/19/2024 (adjusted)

- 3d. Motion to approve the payment of \$500.00 stipend to the following list of Paraprofessionals for obtaining their 40 hour RBT certificate.

Trina Braak	Laura Meola
Martha DiGioa	Heather Pena
Hyerim Park	Maria Dayana Galarza-Jara

- 3e. 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>
Rita Castillo	Ramapo College

- 3f. Motion to approve the attached job description and creation of position for: Director of District Transition for Community-Based Instruction & Work-Based Learning. (Attachment 3g)
- 3g. Motion to approve the job title change of Shane Miller from Principal to Chief of Operations as well as approve attached job description for Chief of Operations / Special Projects, effective July 1, 2024. (Attachment 3h)
- 3h. Motion to approve the creation of the position of Assistant Principal.

Action Taken:

4. POLICY:

Motion:
 Seconded:

- 4a. Motion to adopt the July 2024 Extended School Year calendar (Attachment 4a).
- 4b. BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the first Reading of Policies and Regulations as follows (Attachment 4b):

Policy/Regulation	Title
<u>Policy 1140</u>	<u>Educational Equity Policies/Affirmative Action</u>
<u>Policy 1523</u>	<u>Comprehensive Equity Plan</u>
<u>Policy 1530</u>	<u>Equal Employment Opportunities</u>
<u>Regulation 1530</u>	<u>Equal Employment Opportunity Complaint Procedure</u>
<u>Policy 1550</u>	<u>Equal Employment/Anti-Discrimination Practices</u>
<u>Regulation 2200</u>	<u>Curriculum Content</u>
<u>Policy 2260</u>	<u>Equity in School and Classroom Practices</u>
<u>Regulation 2260</u>	<u>Equity in School and Classroom Practices Complaint Procedure</u>
<u>Policy 2411</u>	<u>Guidance Counseling</u>
<u>Policy 3211</u>	<u>Code of Ethics</u>
<u>Policy 5570</u>	<u>Sportsmanship</u>
<u>Policy 5750</u>	<u>Equitable Educational Opportunity</u>
<u>Policy 5841</u>	<u>Secret Societies</u>
<u>Policy 5842</u>	<u>Equal Access of Student Organizations</u>
<u>Policy 7610</u>	<u>Vandalism</u>
<u>Regulation 7610</u>	<u>Vandalism</u>
<u>Policy 9323</u>	<u>Notification of Juvenile Offender Case Disposition</u>
<u>Policy 2431.4</u>	<u>Prevention and Treatment of Sports-Related Concussions and Head Injuries</u>
<u>Regulation 2431.4</u>	<u>Prevention and Treatment of Sports-Related Concussions and Head Injuries</u>

Action Taken:

5. TRANSPORTATION:

Motion:

Seconded:

- 5a. Motion to approve the attached 2023-2024 Quote Results School Year Set 6 (Attachment 5a).
- 5b. Motion to approve the bid results from March 13, 2024, Special Education/Regular Student Transportation Services, Bid # 031324 (Attachment 5b).
- 5c. Motion to approve an agreement with South Plainfield Board of Education for the purposes of student transportation in accordance with Chapter 53, P.L. 1997 for the time period **2023-2024** school year in which SBJC is the host district, as needed. The services to be provided include, but are not limited to, the Coordinated Transportation of out of district, special education, and summer programs.
- 5d. Motion to approve an agreement with Region III Council for Special Education for the purposes of student transportation in accordance with Chapter 53, P.L. 1997 for the time period **2023-2024** school year in which SBJC is the host district, as needed. The services to be provided include, but are not limited to, the Coordinated Transportation of out of district, special education, and summer programs.

5e.

RESOLUTION

WHEREAS, the Board of Education, pursuant to N.J.A.C. 6A:27-9.2 (b) (c), recognizes the need to seek competitive bid prices for certain student transportation services; and

WHEREAS, the Board of Education annually seeks approval from the Board of Education for various student transportation activities including:

- To and From School Transportation
- Athletics and Field Trips

NOW, THEREFORE IT BE RESOLVED, the Board of Education hereby approves the following:

Preparation of Student Transportation Bid Specifications

Heather Auerbach, Transportation Manager in consultation with the School Business Administrator/Board Secretary, is designated to prepare all student transportation bid specifications for the Board.

Opening of Student Transportation Bids

The School Business Administrator/Board Secretary is authorized to open all student transportation bids and publicly announce the contents. In the absence or unavailability of the School Business Administrator, the Board of Education designates Heather Auerbach, Transportation Manager, to open all student transportation bids and publicly announce the contents.

Approval of Student Transportation Bid Specifications

The Board of Education hereby approves the student transportation bid specifications (To and From School Transportation) as prepared. The bid specifications will be sent to the Executive County Superintendent of Schools for review and approval.

Action taken:

6. DISCUSSION ITEMS:

7. FACILITIES AND PLANNING:

8 OLD BUSINESS:

9. NEW BUSINESS:

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**

March 26, 2024

Motion:
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on March 28th, 2023 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated March 28th, 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

March 26th, 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: