

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

**REGULAR MEETING MINUTES**  
**May 23, 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.:

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 9:33 a.m.

ROLL CALL

Members Present: Mr. A. Albro, Dr. J. Albro, Mr. J. Chirichella, Mr. F. D'Amico, Mr. J. DeCorso, Mr. G. Giancaspro, Mr. D. Kennedy, Mr. J. Knipper, Mr. F. Scarafile, Dr. D. Sforza

Members Absent: Dr. S. DeNobile, Ms. A. Evans, Dr. M. Helfant, Mr. J. Hurley, Mr. N. Perrapato, Ms. D. Shanley, Dr. S. Yuchak

Also Present: Dr. M. Kuchar, Ms. S. Cucciniello

SUPERINTENDENT'S REPORT

- Mr. John Hurley arrived at 9:38 am.

Dr. Kuchar updated the board on the district's programs, personnel negotiations and ESY programs. He also mentioned one HIB Investigation (not confirmed).

**APPROVAL OF MINUTES:**

Motion: Dr. James Albro

Seconded: Mr. Frank D'Amico

1. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Executive Session, Regular Meeting and Reorganization of April 25, 2023 be approved as amended.

Action taken:

Ayes: Mr. A. Albro, Dr. J. Albro, Mr. J. Chirichella, Mr. F. D’Amico, Mr. J. DeCorso, Mr. G. Giancaspro, Mr. J. Hurley, Mr. D. Kennedy, Mr. J. Knipper, Mr. F. Scarafile  
Abstain: Dr. Sforza  
Nays: None  
Absent: Dr. S. DeNobile, Ms. A. Evans, Dr. M. Helfant, Mr. N. Perrapato, Ms. D. Shanley, Dr. S. Yuchak

**MEETING OPEN TO THE PUBLIC**

Mrss. Forte thanked Lorraine Rake for the Parents FAir last week and said it was wonderful. SHe mentioned some end of the year events coming up.

**REGULAR ORDER OF BUSINESS**

**2. FINANCE REPORT:**

Motion: Dr. James Albro  
Seconded: Mr. Giovanni Giancaspro

- 2a. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the FINANCE resolutions as per the attached report are approved. (2b, 2c)
- 2b. The Board accepts the Board Secretary’s Report as of March 31, 2023 and approves “ Pursuant to NJAC 6:20-2A.10(E), certify that as of March 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 March 2023. (Attachment 2c)
- 2d. The Board approves the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of March 31, 2022, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a).”

2e. The April and May bills list below are approved (lists attached):

Bills Payable	\$ 4,742,731.78
Payroll/Manual Check	\$ 2,028,884.60
Cafeteria Checks	<u>\$ 41,021.74</u>
Total	\$ 6,812,638.12

2f. Motion to approve additional appropriations for revenues and expenditures for the month of March 2023. These appropriations recognize anticipated revenues.  
(Attachment 2f)

2g. The Superintendent of Schools is authorized to pay bills for June, July and August and any time there is not a quorum at a regular monthly meeting, to be approved at the next regular board meeting. The bill list is to be provided to Board Members five days before they are paid.

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

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
5/4/23, 5/18/23, 5/31/23	Ridgewood Township	Kavanagh	\$16.80	SBJC			\$16.80
5/17/23, 5/25/23	Westfield Garden State Plaza	Kavanagh	\$6.00	SBJC			\$6.00
5/3/23, 5/11/23, 5/24/23	Maywood Campus	Kavanagh	\$13.50	SBJC			\$13.50
5/2/23, 5/10/23, 5/16/23	Retro Fitness	Kavanagh	\$9.00	SBJC			\$9.00
5/9/23	Garden State Plaza	Kavanagh/Gentile/Tully	\$0.00	SBJC	\$297.26	SBJC	\$197.26
5/23/23	Lodi Lanes	Kavanagh/Tully/Gentile / Whittemore	\$510.00	SBJC	\$267.26	SBJC	\$777.26
5/3/23	Fiddlers Elbow Country Clubs	Payoczkowski	\$0.00		\$372.26	SBJC	\$372.26
6/9/23	Museum Village	McCormick	\$208.00	SBJC	\$445.00	SBJC	\$653.00
6/6/23	Van Saun Park Zoo	Kavanagh/Gentile/Tully /Whittemore	\$172.00	SBJC	\$237.26	SBJC	\$409.26
6/7/23	Dave & Busters	Schmidt/Marszalek	\$764.70	SBJC	\$342.26	SBJC	\$1,106.96
5/24/23	Hinchcliff	Balestier	\$1,815.0	SBJC	\$2,323.74	SBJC	\$4,138.74

	Stadium		0				
5/5/23	Van Saun Park Zoo	Potter/Domingues	\$81.00	SBJC	\$222.26	SBJC	\$303.26
5/10/23	Westwood Cinemas/Pascack Theatres	Licata	\$1,500.00	SBJC	\$753.78	SBJC	\$2,253.78
6/6/23	SBJC Moonachie	Kraft/Hickey	\$0.00		\$202.26	SBJC	\$202.26
5/19/23	SBJC Lodi	Voorhis/Lachick/Kajawara/Hickey/Thiemann	\$0.00		\$207.26	SBJC	\$207.26
5/22/23	Bergen Equestrian Center	Thiemann/Kajawara/Hickey/Licata	\$0.00		\$414.52	SBJC	\$414.52
6/13/23	SBJC Lodi Campus	Brigliadoro			204.00	SBJC	204.
5/15/23	Bergen Equestrian Center	Trancucci/Oliveras			\$207.26	SBJC	\$207.26
					<b>Grand Total</b>		<b>\$11,492.38</b>

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

<u>Name</u>	<u>Workshop</u>	<u>Provider</u>	<u>Date(s)</u>	<u>Cost</u>
Vaughan, Ashley	NJASA Conference	NJASA	5/18 - 5/19/2023	\$350.00 + meals, tolls, mileage
Miller, Shane	NJASA Conference	NJASA	5/18 - 5/19/2023	\$350.00 + meals, tolls, mileage
Hughes, Chris	NJASA Conference	NJASA	5/18 - 5/19/2023	\$350.00 + meals, tolls, mileage
Kuchar, Michael	NJASA Conference	NJASA	5/18 - 5/19/2023	\$350.00 + meals, tolls, mileage
Bindiger, Miriam	How to become a sensory chef	Therapeeds	6/6/23	\$150.00
Thariath, Elizabeth	Practical SENSE in SI Part 1	Therapeeds	6/19 - 6/20/23	\$300.00
Frankel, Andrea	Gettin Goals Write	Therapeeds	5/18 - 5/19/2023	\$150.00
Kuchar, Michael	Continuing Education class on ABA to include	Florida Institute of Technology	6/26/23 - 8/11/2023	\$1980.00 + fees

	topic of Concepts & Principles of Behavior and Ethics of BCBA			
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2j. Motion to approve the submission of the Grant Application for the 2023 Safety Grant Program through the NJ Schools Insurance Group’s NJEIF Subfund for the purposes described in the application, in the amount of \$2,000.00 for the period July 1, 2023 through June 30, 2024.

2k. **RESOLUTION**

WHEREAS, on June 23, 2022, the South Bergen Jointure Commission Board of Education("SBJC") entered into an agreement of sale with FREBL, LLC for the purchase of property located at 696 Route 46 West, Teterboro, New Jersey;

WHEREAS, the parties entered into two amendments to the agreement of sale which reflect a revised purchase price, contingency date and closing date; and

WHEREAS, the contingencies in the parties’ agreement of sale have been satisfied and the closing is scheduled for June 5, 2023;

BE IT RESOLVED that the SBJC authorizes the school business administrator to wire Nuco Title Insurance Agency, Inc., the SBJC’s settlement agent for this transaction, \$2,537,751.17 which reflects the balance of the sale price and closing costs;

BE IT FURTHER RESOLVED that in the event that additional monies are needed to close title, the school business administrator is authorized to issue a check or wire the required additional amount to Nuco Title Insurance Agency, Inc.;

BE IT FURTHER RESOLVED that the school business administrator and Fogarty & Hara, the SBJC’s attorney, are authorized to sign any documents that may be required to close title on the property.

Action taken:

Ayes: Mr. A. Albro, Dr. J. Albro, Mr. J. Chirichella, Mr. F. D’Amico, Mr. J. DeCorso, Mr. G. Giancaspro, Mr. J. Hurley, Mr. D. Kennedy, Mr. J. Knipper, Mr. F. Scarafale, Dr. Sforza

Abstain: None

Nayes: None

Absent: Dr. S. DeNobile, Ms. A. Evans, Dr. M. Helfant, Mr. N. Perrapato, Ms. D. Shanley, Dr. S. Yuchak

**3. PERSONNEL:**

Motion: Mr. Giovanni Giancaspro

Seconded: Mr. John Hurley

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 list of staff for after school home programming, services and evaluations.

<u>Name</u>	<u>Position</u>
Binetti, Gianna	Paraprofessional

3c. Motion to approve the change in position of Angelica Curcio, Paraprofessional to Teacher of Students with Disabilities effective June 1, 2023 - June 30, 2023. Annual salary of \$56,120.00 is based on Step 2 B.A. of the teacher's guide and

will be prorated for the period worked.

- 3d. 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.

<b><u>Employee ID#</u></b>	<b><u>Position</u></b>	<b><u>Effective Dates</u></b>
0869	Paraprofessional	Adjust 6/12/2023 - 11/23/2023

- 3e. Motion to approve the following staff to be added to the substitute list for the 2022-2023 school year.

Peter Thomas - Nurse

- 3f. Motion to appoint Paraprofessionals to the 2023 Extended School Year Program, as per the attached. (Attachment 3f)

- 3g. Motion to appoint Teachers to the 2023 Extended School Year Program, as per attached. (Attachment 3g)

- 3h. Motion to appoint Outreach Personnel to the 2023 Extended School Year Program, as per attached. (Attachment 3h)

- 3i. Motion to approve the following substitutes for the 2023 Extended School Year.

<b>ESY 2023 - Substitutes</b>			
Arata, Joseph	Kearns, Linda	Pucciarelli, Francine	Stroud, Susanna
Bevacqua, Vitoria	Mera, Marildo	Russo, Daniel	Tina, Matthew
Conti, Olivia	Payoczkowski, Courtney	Scala, Kelly	Thomas, Peter

- 3j. 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>
Mirza, Gabriella	Paraprofessional	5/01/2023	5/17/2023
Quinn, Antoinette	Paraprofessional	5/15/2023	5/18/2023

- 3k. Motion to approve a contract with the following Board of Educations for the Jointure to provide 1:1 aide services for the 2023 Extended School Year Program. Full amount of the annual prorated fee shall be charged to the Board of Education.

<u>District</u>	<u>Student</u>	<u>Start Date</u>
Lyndhurst	H.W.	7/6/23
Rutherford	J.M.	7/6/23

- 3l. Motion to reappoint the following paraprofessionals employees for the 2023-2024 school year with salaries to be determined.

Malellari, Mirena	Miller, Jayne	Nodal, Arian	Smith, Ceaira
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- 3m Motion to approve the change in position of Mr. Scott Rossig, Principal to Clinical Director with no change in salary. Start date to be determined.

- 3n. Motion to approve Ms. Alicia Lavelle, Science Teacher effective July 6, 2023. Annual salary of \$78,595.00 is based on Step 12, MA+30 of the Teacher’s guide.

Action taken:

Ayes: Mr. A. Albro, Dr. J. Albro, Mr. J. Chirichella, Mr. F. D’Amico, Mr. J. DeCorso, Mr. G. Giancaspro, Mr. J. Hurley, Mr. D. Kennedy, Mr. J. Knipper, Mr. F. Scarafile, Dr. Sforza

Abstain: Mr. Frank D’Amico (3n only)

Nayes: None

Absent: Dr. S. DeNobile, Ms. A. Evans, Dr. M. Helfant, Mr. N.Perrapato, Ms. D. Shanley, Dr. S. Yuchak

**4. POLICY:**

Motion: Mr. Frank Scarafile

Seconded: Mr. Frank D’Amico

- 4a. Motion to approve the second reading for following Policies/Regulations/By Laws/Procedures. (Attachment 4a)

<b>Policies</b>	<b>Title</b>
P 0144	Board Member Orientation and Training
P 2520	Instructional Supplies
R 2520	Instructional Supplies



P 3217	Use of Corporal Punishment
P 4217	Use of Corporal Punishment
P 5305	Health Services Personnel
P 5308	Student Health Records
R 5308	Student Health Records
P 5310	Health Services
R 5310	Health Services
P 6112	Reimbursement of Federal and Other Grant Expenditures
R 6115.01	Federal Awards/Funds Internal Controls – Allowability of Costs
P 6115.04	Federal Funds – Duplication of Benefits
P 6311	Contracts for Goods or Services Funded by Federal Grants
P 7440	School District Security
P 9140	Citizens Advisory Committees

Action taken:

Ayes: Mr. A. Albro, Dr. J. Albro, Mr. J. Chirichella, Mr. F. D’Amico, Mr. J. DeCorso, Mr. G. Giancaspro, Mr. J. Hurley, Mr. D. Kennedy, Mr. J. Knipper, Mr. F. Scarafile, Dr. Sforza

Abstain: None

Nays: None

Absent: Dr. S. DeNobile, Ms. A. Evans, Dr. M. Helfant, Mr. N. Perrapato, Ms. D. Shanley, Dr. S. Yuchak

**5. TRANSPORTATION:**

Motion: Dr. James Albro

Seconded: Mr. Frank D’Amico

- 5a. Motion to approve the attached 2022-2023 Quote Results Set 11 (Attachment 5a).
- 5b. Motion to approve the bid results from May 9th, 2023, Special Education/Regular Student Transportation Services (Attachment 5b).

- 5c. Motion to approve the bid results from May 16th, 2023, Non-Public Student Transportation Services (Attachment 5c).
- 5d. Motion to approve the bid results from May 16th, 2023, School Related Activities Student Transportation Services (Attachment 5d).
- 5e. Motion to approve the addendum for an aide on Contract #FCT032123, Route #5386, First Choice Tranz. Aide was added effective April 10th, 2023. Vehicle cost is \$389.00 per diem and aide cost is \$98.00 per diem. Total route cost \$487.00 per diem.
- 5f. Motion to approve the addendum for a second vehicle on Contract #FCT032123, Route #5386, First Choice Tranz. Vehicle was added effective May 15<sup>th</sup>, 2023. Vehicle cost is \$389.00 per diem and aide cost is \$98.00 per diem. Total route cost \$487.00 per diem.
- 5g. Motion to approve the addendum for a second vehicle on Contract #M11, route IN245, Mayor Transportation. Vehicle was added effective April 18<sup>th</sup>, 2023. Vehicle cost is \$304.71 per diem and aide cost is \$80.00 per diem. Total route cost is \$304.71 per diem.
- 5h. Motion to approve the withholding of payment on Route #5006 for John Leckie, Inc. due to the route not being canceled by district. There is no penalty. Deduct \$19,727.28 for total overpayment on route on January, February, March and April bills. Total deduction from May payment is \$19,727.28. This route is canceled.

Action taken:

- Ayes: Mr. A. Albro, Dr. J. Albro, Mr. J. Chirichella, Mr. F. D’Amico, Mr. J. DeCorso, Mr. G. Giancaspro, Mr. J. Hurley, Mr. D. Kennedy, Mr. J. Knipper, Mr. F. Scarafile, Dr. Sforza
- Abstain: None
- Nays: None
- Absent: Dr. S. DeNobile, Ms. A. Evans, Dr. M. Helfant, Mr. N. Perrapato, Ms. D. Shanley, Dr. S. Yuchak

**6. FACILITIES AND PLANNING:**

None

**7. OLD BUSINESS:**

None

**8. NEW BUSINESS:**

None

- 9. DISCUSSION ITEMS:** Mr Hurley suggested a lunch meeting in the summer in honor of the departing board members to wish them well, and all agreed that would be a good idea.

**10. FOOD SERVICE:**

Motion: Mr. James Knipper

Seconded: Dr. James Albro

- 10a. Motion to approve the vended meals agreement between the Lyndhurst School District and the SBJC for vended meals for the 2023-2024 school year at the following cost:

Breakfast - \$2.50

Lunch - \$4.00

- 10b. Motion to approve the vended meals agreement between the Garfield School District and the SBJC for vended meals for the 2023-2024 school year at the following cost:

Breakfast - \$1.55

Lunch - \$3.20

Action taken:

Ayes: Mr. A. Albro, Dr. J. Albro, Mr. J. Chirichella, Mr. F. D'Amico, Mr. J. DeCorso, Mr. G. Giancaspro, Mr. J. Hurley, Mr. D. Kennedy, Mr. J. Knipper, Mr. F. Scarafile, Dr. Sforza

Abstain: None

Nays: None

Absent: Dr. S. DeNobile, Ms. A. Evans, Dr. M. Helfant, Mr. N. Perrapato, Ms. D. Shanley, Dr. S. Yuchak

**11. INFORMATION ITEMS:**

None

**12. CURRICULUM:**

None

**13. INFORMATION ITEMS:**

None

**ADJOURNMENT:**

Motion: Dr. James Albro  
Seconded: Mr. Giovanni Giancaspro

BE IT RESOLVED, that this meeting is adjourned at 9:54 am.

Action Taken: Unanimous approval by voice vote

Ms. Susan Cucciniello  
Business Administrator/Board Secretary

**SOUTH BERGEN JOINTURE COMMISSION  
SPECIAL ORDER OF BUSINESS  
CLOSED MEETING TO PUBLIC ATTENDANCE**

**May 23rd, 2023**

Motion:  
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on May 23, 2023 to review personnel matters and other confidential concerns as listed on the Closed Agenda dated May 23, 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:

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: