

**SOUTH BERGEN JOINTURE COMMISSION  
696 ROUTE 46 WEST  
TETERBORO, NJ 07608**

**REGULAR MEETING  
October 31, 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 \_\_\_\_\_.

**ROLL CALL**

Members Present:  
Members Absent:  
Also Present:

**SUPERINTENDENT'S REPORT**

Updated District Enrollment for 2023-2024  
**Annual HIB Reporting Summary**

**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 September 26, 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, 2e)

2b. The Board accepts the Board Secretary’s Report as of August 31st, 2023 and approves “ Pursuant to NJAC 6:20-2A.10(E), certify that as of August 31<sup>st</sup>, 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 August 2023. (Attachment 2c)

2d. The Board approves the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of August 31st, 2023, no budgetary line item has been over-expanded in violation of NJAC 6:20-2A.10(a).”

2e. The September and October bills listed below are approved. (Attachment 2e)

Bills Payable	\$4,537,227.79
Payroll/Manual Check	\$2,142,008.14
Cafeteria Checks	<u>\$ 24,081.81</u>
<b>Total</b>	<b>\$6,703,317.74</b>

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

2g. Motion to approve the following Professional Days with cost:

<u>Name</u>	<u>Workshop</u>	<u>Workshop Provider</u>	<u>Date(s)</u>	<u>Cost</u>
Hughes, Chris	2023 NJPSA Fall Conference	NJPSA	10/12/23	198.00 + travel

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

<u>Date of Field Trip</u>	<u>Destination</u>	<u>Teachers</u>	<u>Cost of Trip</u>	<u>Cost Paid By</u>	<u>Estimated Cost of Transportation</u>	<u>Cost of Transportation paid by</u>	<u>Total Cost of Trip for SBJC</u>
11/3/2023	YMCA Camp Bernie	Moonachie Campus	\$390.00	SBJC	\$0.00		\$390.00
11/6/2023 & 12/4/2023	Park	Serrano/Campillo/Colombini	\$207.26	SBJC			\$207.26
10/18/2023	Playground at Kennedy Park	Frangione/McGowan/Hallahan/Pombo	\$207.26	SBJC			\$207.26
10/17/2023	Playground at Kennedy Park	Tocci/Dabbagh/Blanco-Galvin	\$207.26	SBJC			\$207.26
11/21/2023	Lodi Lanes	Kavanagh	\$601.00	SBJC	\$237.26	SBJC	\$838.26
11/2/2023, 11/16/2023, 11/30/2023	Retro Fitness	Kavanagh			\$15.00	SBJC	\$15.00
11/29/2023	Ridgewood Township	Kavanagh			\$5.60	SBJC	\$5.60
11/1/2023, 11/14/2023, 11/28/2023	Ed Center	Kavanagh			\$26.40	SBJC	\$26.40
11/6/2023	Lodi Lanes	Kavanagh			\$6.00	SBJC	\$6.00
11/17/2023	Liberty Science Center	Chrisafis	\$927.50	SBJC	\$489.52	SBJC	\$1,417.02

- 2i. Motion to approve the 2023 partnership agreement with A Stable Life at Bergen Equestrian Center at no cost since Bergen County Department of Health Services is covering the cost. This will provide prevention education to our students. (Attachment 2i)
- 2j. Motion to approve the agreement between the South Bergen Jointure Commission and Lodi Lanes for practice and competition at the Lodi Lanes located at 58 Terhune Avenue, Lodi, NJ 07644. (Attachment 2j)
- 2k. Motion to approve the Coach Stroker Presentations for Inspirational Delivery professional development on November 7, 2023 at a cost of \$2,500. (Attachment 2k)
- 2l. Motion to approve the Empowering Mindfulness: Nurturing Neurodiversity in Parenting Workshop presented by Lyzzette Grassi on October 26, 2023 at a cost of \$360. (Attachment 2l)

2m.

RESOLUTION

WHEREAS, the South Bergen Jointure Commission Board of Education advertised for bids for the First Floor Renovation at SBJC Board Office Building Project (“Project”);

WHEREAS, on October 20, 2023 the Board received eight bids for the Project;

WHEREAS, Catcord Construction Company, Inc. (“Catcord”) submitted the lowest bid in the amount of \$433,300.00;

WHEREAS, the bid submitted by Catcord is materially responsive; and

WHEREAS, the Board desires to award the contract for the Project to Catcord.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards the contract for the Project to Catcord for a total contract sum of \$433,300.00.

BE IT FURTHER RESOLVED that this award is expressly conditioned upon Catcord furnishing the requisite insurance certificate and labor and materials/performance bond as required in the Project specifications, together with an AA201-Project Manning Report, and an executed AIA Agreement, as prepared by the Board Attorney, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and the terms contained in the bid documents and specifications for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

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, 2023. All employments are approved to be paid additional compensation for the Clubs and Activities Program, Home Programming and Parent Training Home Program, Office Support 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.

<b>Name</b>	<b>Position</b>	<b>Effective Date</b>	<b>Salary/Step</b>
Schmidt, Kimberly	Part-Time (.4) Music Teacher	10/16/2023	\$30,000 (.4) of \$75,000.00 / BA Step 13
Hamilton, Justasia	Paraprofessional	10/31/2023	\$22.16 or \$23.24 w/ sub certificate
Wall, Kiley	Paraprofessional	10/25/2023	\$22.16 or \$23.24 w/ sub certificate
Abreu, Maria	Paraprofessional	10/25/2023	\$23.33 or \$25.48 w/ sub certificate
Ymeraj, Blerta	Paraprofessional	10/25/2023	\$22.16 or \$23.24 w/ sub certificate
Pulla, Chelsea	Paraprofessional	10/31/2023	\$18.66 or \$19.74 w/ sub certificate
Stark, Alexa	Paraprofessional	10/25/2023	\$25.48 w/ sub certificate
Burgos, Javier	Paraprofessional	10/11/2023	\$23.33 or \$25.48 w/ sub certificate

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

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Purpose</u>
Mihal, Stephen	Paraprofessional	9/30/2023	Resignation
Torres, Lauren	Paraprofessional	11/27/2023	Resignation
Pietronico, Tina	Paraprofessional	10/19/2023	Resignation
Rodriguez, Dinahlee	Teacher	12/1/2023	Resignation

3d. Motion to approve the following paraprofessional staff to be paid their hourly rate for Security Meeting on September 13, 2023,

<u>Name</u>	<u>Name</u>
Victoria Conoscenti	Nancy Mendez
Amanda Kist	Nayeli Mendoza
Paige Cassetta	Jennifer Rodrigues
Heleni Fernandez	Inna Pavloska
Alana Smith	Jasmine Rahman

3e. 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>
1147	Paraprofessional	10/16/2023 - 10/20/2023
0347	Teacher	9/18/2023-11/13/2023 (revised)
1160	Paraprofessional	10/23/2023 - 11/1/2023
0250	Teacher	9/13/2023 - 2/1/24 (revised)
1027	Teacher	1/2/2024 - 5/7/2024
0716	Occupational Therapist	3/23/2024 - 6/30/2024
1131	Paraprofessional	10/27/2023 - 11/26/2023

0656	Teacher	11/2/2023 - 11/19/2023
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3f. Motion to approve Ms. Gianna Gugliuzza to be added to the substitute list for the 2023-2024 school year.

3g. Motion to approve the list of staff for after school home programming, services and evaluations.

<u>Name</u>	<u>Position</u>
Hoehl, Brianna	Paraprofessional

3h. Motion to approve Melissa Tocci to serve as a volunteer liaison between the Lodi Recreation Department and the South Bergen Jointure Commission for the 2023/2024 school year, in order to facilitate opportunities for SBJC students to actively engage in extracurricular community-based activities and to foster a strong and inclusive community that aligns with our district's goals and theoretical framework, emphasizing the least restrictive environment for all students.

3i. Motion to approve the assignment of Dr. Stephanie McGowan as Personnel Management Coordinator to increase from three to five days per week, effective from November 1, 2023, through June 30, 2023, at the per diem rate of \$500.00.

3j. 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 Date</u>	<u>Salary/Step</u>
Monica Bonilla	Teacher	11/15/23	\$78,800.00 / MA+30 step 11

3k. Motion to approve the addition of Joseph Marszalek to the Lodi Campus School Threat Assessment Team.

Action taken:

**4. POLICY:**

Motion:

Seconded:

- 4a. 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 4a):

<b>Policy/Regulation</b>	<b>Title</b>
P 2270	Religion in the Schools
P 3161	Examination for Cause
P 3212	Attendance
R 3212	Attendance
P 3324	Right of Privacy
P 4161	Examination for Cause
P 4212	Attendance
R 4212	Attendance
P 4324	Right of Privacy
P 5116	Education of Homeless Children and Youths
R 5116	Education of Homeless Children and Youths
P 8500	Food Services

- 4b. BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the abolishment of the following Policy & Regulation:

<b>Policy/Regulation</b>	<b>Title</b>
P 3432	Sick Leave
R 3432	Sick Leave
P 4432	Sick Leave
R 4432	Sick Leave
P 8540	School Nutrition Programs
P 8550	Meal Charges/Outstanding Food Service Bill

- 4c. Motion to approve the updated SBJC Field Trip List (Attachment 4c).



Action taken:

**5. TRANSPORTATION:**

Motion:

Seconded:

- 5a. Motion to approve the attached 2023-2024 Quote Results School Year Set 2 (Attachment 5a).
- 5b. Motion to approve the withholding of payment on Route #TT204 for John Leckie, Inc. due to continued late arrivals at dismissal. Penalty of two times the daily rate of \$375.42 for two days, total amount of \$1,501.68 will be deducted from the September payment.
- 5c. Motion to approve the withholding of payment on Route #6034 for John Leckie, Inc. due to continued late arrivals at dismissal. Penalty of two times the daily rate of \$428.99 for two days, total amount of \$1,715.96 will be deducted from the September payment.
- 5d. Motion to approve the withholding of payment on Route #6010 for John Leckie, Inc. due to failure to provide proper equipment on vehicle. Penalty of two times the daily rate of \$416.99 for one day, total amount of \$833.98 will be deducted from the October payment.
- 5e. Motion to approve the withholding of payment on Route #IN397A for Joshua Tours, LLC due to consistent lateness. Penalty of two times the daily rate of \$298 for one day, total amount of \$596.00 will be deducted from the October payment.
- 5f. Motion to approve an agreement with Collingswood 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.
- 5g. Motion to approve the addendums for the addition of an aide on Contract #M23G, route IN317A, Mayor Transportation. Aide was added October 2<sup>nd</sup>, 2023. Vehicle cost is \$337.69 per diem and aide cost is \$80.00 per diem. Total route cost is \$417.69 per diem.

- 5h. Motion to approve the addendums for the addition of a second vehicle on Contract #AFC23A, route 4979A, American First Choice Transportation. Second vehicle was added October 9th, 2023. Vehicle cost is \$339 per diem and aide cost is \$59.00 per diem. Total route cost is \$398.00 per diem.
- 5i. Motion to approve the addendums for the addition of an aide on Contract #FS080923, route 6320, First Student, Inc. Aide was added October 1st, 2023. Vehicle cost is \$380.00 per diem and aide cost is \$100.00 per diem. Total route cost is \$480.00 per diem.
- 5j. Motion to approve completion of school bus evacuation drills at all SBJC campuses. Drills were completed between 10/12/23 and 10/20/23. SBJC Lodi supervised by Ken Rota, Principal. SBJC Maywood supervised by Lauren Rosicki, Principal. SBJC Moonachie and South Hackensack supervised by Holly Ehle, Principal. SBJC Garfield, Felician and Lyndhurst supervised by Lorraine Rake, Principal.

Action Taken:

**6. FACILITIES AND PLANNING:**

Motion:

Seconded:

- 6a. Motion to approve the Linkage Agreement between the South Bergen Jointure Commission and the Carlstadt Board of Education for the 2023-2024 school year. (Attachment 6a)

Action taken:

**7. OLD BUSINESS:**

**8. NEW BUSINESS:**

**9. DISCUSSION ITEMS:**

**10. FOOD SERVICE:**

**11. CURRICULUM:**

Motion:

Seconded:

- 11a.** Motion to approve the 2022-2023 submission of School Self-Assessment for

Determining Grades under the Anti-Bullying Bill of Rights Act (ABR). (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**

**October 31, 2023**

Motion:  
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on October 31st, 2022 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated October 31st, 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

**October 31, 2023**

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: