

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

**REGULAR MEETING
September 26, 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

Enrollment Report
District Update

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 August 22, 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 July 31, 2023 and approves “Pursuant to NJAC 6:20-2A.10 (E), certify that as of July 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 July 2023. (Attachment 2c)
- 2d. The Board approves the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of July 31, 2023, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a).”
- 2e. The Board accepts the *revised* Board Secretary’s Report as of June 30, 2023 and approves “Pursuant to NJAC 6:20-2A.10 (E), certify that as of June 30, 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 2e)
- 2f. The Board accepts the *revised* financial report of the Treasurer of School Monies for the month of June 30, 2023. (Attachment 2f)
- 2g. The August and September bill lists below are approved (lists attached):

	<u>August & September</u>
Bills Payable	\$3,022,007.41
Payroll/Manual Check	\$1,197,156.45
Cafeteria Checks	\$ <u>25.00</u>
Total	\$4,219,188.86

2h. Motion to approve the transfers for the month of July 2023. (Attachment 2h)

2i. Motion to approve the following Professional Day and reimbursement costs of the workshop:

<u>Name</u>	<u>Workshop</u>	<u>Presenter</u>	<u>Date</u>	<u>Cost</u>
Kuchar, Michael	2023 NJPSA Fall Conference	NJPSA	10/12/2023	\$198.00 + travel
Kuchar, Michael	41st Annual Autism Conference	Autism NJ	10/20/2023	\$300.00 + Travel
Miller, Shane	41st Annual Autism Conference	Autism NJ	10/20/2023	\$300.00 + Travel
Rossig, Scott	41st Annual Autism Conference	Autism NJ	10/20/2023	\$300.00 + Travel
Vaughan, Ashley	2023 NJPSA Fall Conference	NJPSA	10/12/2023	\$198.00 + travel
Miller, Shane	2023 NJPSA Fall Conference	NJPSA	10/12/2023	\$198.00 + travel
Miller, Shane	Leader 2 Leader Mentoring	NJPSA	various	\$500.00

2j. Motion to approve the following field trip 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>
10/24/23	Turtle Back Zoo	STAR Teachers	\$302.74	SBJC	\$237.26	SBJC	\$540.00
10/10/23, 10/12/23, 10/19/23, 10/20/23, 10/25/23, 10/26/23	Retro Fitness	Kavanagh			\$25.50	SBJC	
10/11/23	SBJC Ed. Center	Kavanagh			\$8.80	SBJC	

10/18/23	Westfield Garden State Plaza	Kavanagh			\$4.50	SBJC	
10/31/23	Ridgewood	Kavanagh			\$5.60	SBJC	

2k. Motion to approve NJSIG as our provider of Insurance:

RESOLUTION

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members

WHEREAS, the **South Bergen Jointure Commission**, hereinafter referred to as the “Educational Institution,” has resolved to apply for and/or renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been canceled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW THEREFORE, BE IT RESOLVED, THAT:

- 1) This agreement is made by and between NJSIG and the Educational Institution;
- 2) The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2023, and ending July 1, 2026 at 12:01 a.m.;
- 3) In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
- 4) The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;

- 5) NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable;
 - 6) By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
 - 7) The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
 - 8) The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;
 - 9) The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
 - 10) If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;
 - 11) The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,
 - 12) The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership to NJSIG.
21. Motion to approve the Agreement with Christine Doerr, APRN-BC, LLC for Clinical Services for the 2023-24 school year. (Attachment 21)

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, 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 adjust the effective date of the salary adjustment for Rob Neilley, District Technician from September 1, 2023 to July 1, 2023.
- 3c. Motion to approve the appointment of the Alison Bullaro as Retired Teacher (Long-Term Substitute) to cover classrooms at a per diem rate of \$400.00.
- 3d. Motion to approve Deborah Chilelli-Boru, Occupational Therapist, to be paid a stipend of \$2,500.00 for the Head Therapist for the 2023-2024 school year.
- 3e. Motion to approve the Head Teacher positions and amounts for the 2023-2024 school year.

Campus Location	Name	Amount
Lodi	Siobhan Smith (9/1/23 - 10/14/23)	\$375.00
Lodi	Joe Marszalek (10/15/23 - 6/30/24)	\$2,125.00
Maywood	Sean Voorhis	\$2,500.00
South Hackensack	Michelle Keim	\$2,500.00
Lyndhurst	MaryAnn Serrano	\$2,500.00

Felician	Karen Domingues	\$2,500.00
Moonachie	Lauren Briigliadoro	\$2,500.00
Garfield	Melissa Tocci	\$2,500.00
Yoga/Mindfulness	Lyzette Grassi	\$2,500.00

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

<u>Name</u>	<u>Position</u>
Rosaria Licata	Teacher
Paige Cassetta	Paraprofessional
Tea Xhaja	Paraprofessional
Antoinette Quinn	Paraprofessional
Sytania Smith-Taylor	Paraprofessional
Alicia Lavelle	Teacher
Brankica Lazorska	Paraprofessional
Stella Nwadinma	Paraprofessional

3g. Motion to approve Claudia Balestier, School Social Worker to be paid her hourly rate for CPI Training on August 23, 2023.

3h. Motion to adjust Lyzzette Grassi, Yoga Teacher, salary for the 2023-2024 school year to \$95,645.00 without longevity.

3i. 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>
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Jonathan Davidson	Paraprofessional	9/26/23	*\$23.33/hour or \$25.48 w/cert.
Diana Pulla	Paraprofessional	10/1/23	\$18.66 / hour
Ada Ruci	Paraprofessional	10/1/23	*\$23.33/hour or \$25.48 w/cert.
Kayla Francione	Paraprofessional	10/1/23	*\$23.33/hour or \$25.48 w/cert.

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

- 3j. 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/Certification</u>	<u>Adjusted Salary</u>	<u>Effective Date</u>
Vilma Haxhillari	Paraprofessional	rate adjusted based on the approved 23/24 salary index	\$25.48 with/ cert. per hour	9/1/2023

- 3k. Motion to approve the leave of absence for the following, using days in according to 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>
0965	Paraprofessional	9/5/2023 - 1/29/2024
0114	Speech Therapist	9/1/2023 - 11/30/2023
0912	Paraprofessional	9/5/2023 - 9/15/2023
0347	Teacher	9/18/2023 - 10/16/2023

- 3l. Motion to approve the campus transfers for the following staff members for the 2023-2024 school year, based on the teacher's contract.

<u>Name</u>	<u>From Campus</u>	<u>To Campus</u>
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Dinahlee Rodriguez	Teaneck	Nutley
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3m. Motion to approve the following new members of the SBJC Middle States Implementation Teams to work during the month of August as needed. Up to two days/ three hours per day. To be paid at their hourly rate.

Deborah Chilelli-Boru	Michelle Keim	Dinahlee Rodriguez	Rosaria Licata
Jacqueline Lindenau	Christine McLeod	Jeffrey McGowan	Karen Domingues

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

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Purpose</u>
Arian Nodal	Paraprofessional	10/14/2023	Resignation
Jussaria DeSousa	Paraprofessional	9/18/2023	Resignation

3o. Motion to approve the appointment of Dr. Stephanie McGowan as a Part-time Personnel Management Coordinator for 3 days per week from September 1, 2023 - June 30, 2023 at the per diem rate of \$500.00.

3p. Motion to approve the appointment of the following personnel to Clubs and Activities for the 2023-2024 school year.

<u>Position</u>	<u>Staff</u>	<u>Amount</u>
8th Grade Advisor (Moonachie)	Ellen McCormick	\$1,000.00

3q. Motion to approve the appointment of Kristen Deradorian-Delia as Anti-Bullying Specialist.

3r. Motion to approve John Wroblewski to provide oversight of painting and maintenance work completed by our STAR 18-21 students, at the per diem rate of \$500.00 for a single individual providing oversight or \$1,000 for two individuals, not to exceed \$30,000.

Action taken:

4. POLICY:

Motion:
Seconded:

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

Policy/Regulation	Title
Policy 2419	School Threat Assessment Teams
Regulation 2419	School Threat Assessment Teams

- 4b. Motion to suspend Bylaw 0131 and adopt new Policy 1642.01 and new Regulation 1642.01 with one reading based on recently approved sick leave legislation that is effective immediately. (Attachment 4b)

Policy/Regulation	Title
Policy 1642.01	Sick Leave
Regulation 1642.01	Sick Leave

- 4c. Motion to approve the updated SBJC Field Trip List (Attachment 4c).
- 4d. Motion to approve the adjusted South Bergen Jointure Commission 2023 - 2024 Calendar (Attachment 4d)

Action taken:

5. TRANSPORTATION:

Motion:
Seconded:

- 5a. Motion to approve the attached 2023-2024 Quote Results School Year Set 1 (Attachment 5a).
- 5b. Motion to approve the addendums for the addition of an aide on Contract #M072523-R, route IN387, Mayor Transportation. Aide was added September 1st, 2023. Vehicle cost is \$187.00 per diem and aide cost is \$80.00 per diem. Total route cost is \$267.00 per diem.
- 5c. Motion to approve the addendums for the addition of an aide on Contract #M072523-R, route IN388, Mayor Transportation. Aide was added September 1st,

2023. Vehicle cost is \$187.00 per diem and aide cost is \$80.00 per diem. Total route cost is \$267.00 per diem.

- 5d. Motion to approve the addendums for the addition of a second bus on Contract #R082620-6, route IN114A, Mayor Transportation. Vehicle was split due to overcrowding as of September 1st, 2023. Vehicle cost is \$179.92 per diem and aide cost is \$60.00 per diem. Total route cost is \$239.92 per diem.
- 5e. Motion to approve the addendums for the addition of a second bus on Contract #M23A, route IN284A, Mayor Transportation. Vehicle was split due to overcrowding as of September 1st, 2023. Vehicle cost is \$231.83 per diem and aide cost is \$80.00 per diem. Total route cost is \$311.83 per diem.
- 5f. Motion to approve the addendums for the addition of a second bus on Contract #C072523-R, route IN396A, Castro School Trans. Vehicle was split due to overcrowding as of September 1st, 2023. Vehicle cost is \$375 per diem and aide cost is \$75.00 per diem. Total route cost is \$445.00 per diem.
- 5g. Motion to approve the addendums for the addition of a second bus on Contract #L050923, route 6005, John Leckie, Inc.. Vehicle was split due to overcrowding as of September 8th, 2023. Vehicle cost is \$297.99 per diem and aide cost is \$100.00 per diem. Total route cost is \$397.99 per diem.
- 5h. Motion to approve the addendums for the addition of a second bus on Contract #M072523-R, route IN387A, Mayor Transportation. Vehicle was split due to overcrowding as of September 18th, 2023. Vehicle cost is \$187.00 per diem and aide cost is \$80.00 per diem. Total route cost is \$267.00 per diem.

Action taken

6. FACILITIES AND PLANNING:

Motion:

Seconded:

Action taken:

7. OLD BUSINESS:

Motion:

Seconded:

Action taken:

8. NEW BUSINESS:

Motion:
Seconded:

Action taken:

9. DISCUSSION ITEMS:

Motion:
Seconded:

Action taken:

10. FOOD SERVICE:

Motion:
Seconded:

Action Taken:

11. CURRICULUM

Motion:
Seconded:

11a. Motion to approve September 15 - October 15 as National Hispanic Heritage Month.

11b. Motion to approve October 2 - October 6, 2023 as a Week of Respect.

11c. Motion to approve October 16 - October 20, 2023 as School Violence Awareness Week.

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**

September 26, 2023

Motion:
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on September 29, 2022 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated September 26, 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

September 26, 2023

Meeting Opened at _____

Members Present:
Members Absent:
Also Present:

Special Order of Business

I. Purchase of Property Discussion

Adjournment

Motion:
Seconded:

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

Action taken: