

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

**REGULAR MEETING
April 27, 2016**

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

Special Order of Business

Awards and Recognition

Motion:
Seconded:

**Resolution honoring Secretarial, Clerical, and Bookkeeping personnel and
proclaiming April 25 - 29, 2016 as Administrative Professionals Week**

WHEREAS, the South Bergen Jointure Commission Public School secretarial, clerical and bookkeeping staff members have successfully served the South Bergen Jointure Commission Public Schools, its administration, faculty, and student body in the daily performance of their duties; and

WHEREAS, the South Bergen Jointure Commission Public School secretarial, clerical and bookkeeping staff members have faithfully and unselfishly carried out their duties in an exemplary manner to the benefit of our students and the community; and

WHEREAS, the South Bergen Jointure Commission Board of Education wishes to formally recognize and honor every secretarial, clerical and bookkeeping staff members for their personal dedication;

NOW, THEREFORE, BE IT RESOLVED, that the week of April 25 - 29, 2016 is hereby proclaimed "Administrative Professionals' Week" for the purpose of providing public recognition and appreciation for the contributions that secretarial, clerical and bookkeeping staff members to the South Bergen Jointure Commission School District in the performance of their duties.

NOW, THEREFORE, BE IT RESOLVED, that the South Bergen Jointure Commission by this resolution does hereby formally recognize and commend these teachers/educational services professionals for their personal dedication and outstanding professional achievements.

**Resolution proclaiming National P.T.A. Teacher Appreciation Week
May 2 -6, 2016.**

WHEREAS, America's greatest strength has always been an educated citizenry, and

WHEREAS, that educated citizenry is directly attributable to our system of free and universal public education that provides an educational opportunity for all students, and

WHEREAS, the foundation upon which that system of public schooling rests is the classroom teacher, and

WHEREAS, the classroom teacher is challenged daily to reach out to every student – regardless of ability, interest in learning, social or economic background, physical, mental, or emotional handicap, race, religion, creed, or ethnic origin – to provide assistance and guidance necessary for full intellectual development; and

WHEREAS, the classroom teacher is a key to the intellectual and occupational preparation of individual citizens, who collectively determine the quality of life in America and in our communities; and

WHEREAS, the work of the classroom teacher immeasurably affects the future lives of all students; and

WHEREAS, the classroom teacher deserves the deepest respect and admiration of the citizens of our communities;

NOW, THEREFORE, BE IT RESOLVED, that the South Bergen Jointure Commission hereby proclaims "Teacher Appreciation Week" May 2 - 6, 2016 for the purpose of providing public recognition and appreciation for the dedication and contributions of the classroom teacher, not only to our communities as a whole, but to each of us individually as citizens.

Resolution declaring the week of May 11 - 15, 2016 as Special Education Week.

WHEREAS, the week of May 11 - 15, 2016 has been designated as Special Education Week by the New Jersey School Boards Association and the Association of Schools and Agencies for the Handicapped; and

WHEREAS, in the South Bergen Jointure Commission we have a tradition of excellence in our special education programs and a superb and dedicated staff.

NOW, THEREFORE, BE IT RESOLVED, that the South Bergen Jointure Commission does hereby declare May 11 - 15, 2016 as Special Education Week in the South Bergen Jointure Commission. The Commission, furthermore, is proud to provide exceptional programs that assist every child in reaching his or her potential.

Action taken:

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 March 23, 2016 be approved as amended.

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)
- 2b. The Board accepts the Board Secretary's Report as of February 29, 2016 and approves " Pursuant to NJAC 6:20-2A.10(E), certify that as of February 29th, 2016 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 February 2016. (Attachment 2c)
- 2d. The Board approves the following resolution: "Pursuant to NJAC 6:20-2A.10(d), we certify that as of February 29, 2016, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a)."
- 2e. The April bills list below are approved (lists attached):
- | | |
|----------------------|-----------------------|
| Bills Payable | \$2,676,756.71 |
| Payroll/Manual Check | \$ 755,469.99 |
| Cafeteria Checks | <u>\$ 21,096.43</u> |
| Total | \$3,453,323.13 |
- 2f. Motion to approve additional appropriations for revenues and expenditures for the month of February 2016. These appropriations recognize anticipated revenues. (Attachment 2f)
- 2g. Approve the attached list of field trips with cost. (Attachment 2g)
- 2h. Approve the attached professional workshops and reimbursement costs of the workshops. (Attachment 2h)

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, 2016 through July 31, 2016. 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. Reappoint the following Teachers for the 2016-2017 school year, based on the attached list of salaries. (Attachment 3a)
- 3b. Reappoint Outreach Occupational and Physical Therapists and approve their salaries for the 2016-2017 school year, as per attached. (Attachment 3b)
- 3c. Reappoint Outreach Personnel and approve their salaries for the 2016-2017 school year, as per attached. (Attachment 3c)
- 3d. Reappoint and approve the following aides and approve their salaries for the 2016-2017 school year (September 1, 2016 – June 30, 2017), as per the attached. (Attachment 3d)
- 3e. Reappoint all 12-month employees and Administrators and approve their salaries for the 2016-2017 school year, as per attached. (Attachment 3e)
- 3f. Approve the Additional Stipend positions and amounts for the 2016-2017 school year, as per the attached list. (Attachment 3f)
- 3g. Accept the resignation of Conor McKeon, Teacher Aide, effective May 7, 2016.
- 3h. Accept the resignation, for the purpose of retirement, of Dorothy Davis, Teacher Aide, effective July 1, 2016. The South Bergen Jointure Commission extends its

deepest thanks to Ms. Davis for her many years of service to the district and extends to her its very best wishes on the occasion of her retirement.

- 3i. Approve the maternity/medical leave under the Family Leave Act for Colleen Lembo, Teacher of students with Disabilities, as follows:

April 8, 2016 – May 24, 2016	Medical leave with benefits 33 paid sick days (Date of Birth: 4/12/16) {Portion of benefits to be paid by employee}
------------------------------	--

May 25, 2016 – October 26, 2016	Federal and/or State Family leave, Unpaid with benefits. {Portion of benefits to be paid by employee}
---------------------------------	---

- 3j. Approve the thirty (30) day suspension with pay effective 4/19/16 and the termination effective 5/20/16 of staff member 0660.

- 3k. Approve the medical leave of absence for Mary Cheryl Gilligan, Teacher Aide, from April 26, 2016 – May 15, 2016. Ms. Gilligan will be paid 2 1/2 sick days during this period. Ms. Gilligan's physician has confirmed her condition.

- 3l. Approve a contract with the Lodi Board of Education for the Jointure to provide 1:1 aide services effective January 15, 2016 for student D.I. Full amount of salary, plus benefits and an administrative fee shall be charged to Lodi Board of Education.

- 3m. Approve a contract with the Wallington Board of Education for the Jointure to provide 1:1 aide services effective July 6 – 29, 2016 for student G.W. Full amount of salary, plus benefits and an administrative fee shall be charged to Wallington Board of Education.

- 3n. Accept the resignation of Jennifer Montoya, teacher aide, effective April 15, 2016.

- 3o. Approve Amber Doran, teacher aide, to work March 28, 2016 – April 1, 2016 as a 1:1 for the Little Ferry District. Full amount of salary, plus benefits and an administrative fee shall be charged to the Little Ferry Board of Education.

- 3p. Adjust the maternity/medical leave under the Family Leave Act for Sarah Bossio, Teacher, as follows:

March 25, 2016 – May 13, 2016	Medical leave with benefits 30 paid sick days (Birth of Baby: 3/25/16) {Portion of benefits to be paid by employee}
-------------------------------	--

May 14, 2016 – October 10, 2016 Federal and/or State Family leave,
Unpaid with benefits.
{Portion of benefits to be paid by employee}

October 11, 2016 – October 31, 2016 Unpaid leave without benefits.

- 3q. Approve the medical leave of absence for Jessica Green, Physical Therapist, from April 14, 2016 – June 17, 2016. Ms. Green will be paid sick days during this period. Ms. Green's physician has confirmed her condition.
- 3r. Approve the medical leave of absence for Mary Bruno, Teacher Aide, from April 18, 2016 – June 28, 2016. Ms. Bruno will be paid 1 personal and 6 sick days during this period. Ms. Bruno's physician has confirmed her condition.
- 3s. Approve a contract with the Lodi Board of Education for the Jointure to provide 1:1 aide services effective as soon as possible for student J.H. Full amount of salary, plus benefits and an administrative fee shall be charged to Lodi Board of Education.
- 3t. Approve the following personnel to be added to the Substitute Teacher, Substitute Teacher's Aide and/or Health Aide list for the 2015-2016 School Year.

Karolina Sloniewski
Amanda Swanson

- 3u Approve the appointment of Courtney Payoczkowski, as a teacher aide, at the hourly rate of \$17.00 effective May 15, 2016 – June 30, 2015.
- 3v. Accept the resignation of Zoe Makofske, Music Teacher, effective July 1, 2016.
- 3w. 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
Teacher of Reading	Reading Specialist
Substitute Teacher Aides	Teacher of Science

Assistant Business Administrator
Bookkeeper
Supervisor
Teacher of Music

Clerk/Typist/Receptionist
Teacher of STEAM
Curriculum/Assessment Coordinator
Teacher of Performing Arts

*Board to approve names as submitted by the Superintendent.

Action taken:

4. POLICY:

Motion:

Seconded:

- 4a. Adopt the following Policies/Regulations/By Laws/Procedure
(Second Reading): (Attachment 4a)

Policy
#0167 Public Participation in Board Meetings

Policy
#0168 Recording Board Meetings

Policy
#2422 Health and Physical Education

Policy
#2431 Athletic Competition

Regulation
#2431.2 Medical Examination Prior to Participation on a School-
Sponsored Interscholastic or Intramural Team or Squad

Policy & Regulation
#5310 Health Services

Policy & Regulation
#5330.01 Administration of Medical Marijuana

Policy
#5460 High School Graduation

Policy & Regulation
#8462 Reporting Potentially Missing or Abused Children

Policy

#8550

Outstanding Food Service Charges

4b. Approve the revisions and updates to job descriptions (attachment 4b).

Action taken:

5. TRANSPORTATION:

Motion:

Seconded:

5a. Motion to approve the 2015-2016 quotes set 7(Attachment 5a.)

5b. Motion to approve bid results from the March 15, 2016 bid opening.
(Attachment 5b.)

5c. Motion to approve the addendum on route # IN281, N & Y Transportation, effective April 2016. Mileage increase due to change in pickup location from the original bid. 13.20 miles at \$1.80 per mile with a total increase of \$23.76 per diem. Total route cost is \$ 152.76 per diem.

5d. Motion to approve the addendum on route # 1883, N & Y Transportation. An aide was added to the vehicle effective April 2016. Aide cost \$26.00 per diem. Total route cost \$171.00.

5e. BE IT RESOLVED that the South Bergen Jointure Commission does hereby approve the agreement with the district of **Watchung Hills Regional HS** for the purposes of student transportation in accordance with Chapter 53, P.L. 1997 for the time period **2016-2017** school year. The services to be provided include, but are not limited to, the Coordinated Transportation of nonpublic, out of district, special education, vocational and summer programs.

Action taken:

6. FACILITIES AND PLANNING:

Motion:

Seconded:

6a. Approve the Linkage Agreement between the South Bergen Jointure Commission and the Carlstadt Board of Education for the 2016-2017 School Year.
(Attachment 6a)

- 6b. Approve the Linkage Agreement between the South Bergen Jointure Commission and the Little Ferry Board of Education for the 2016-2017 School Year. (Attachment 6b)

Action Taken:

7. **OLD BUSINESS:**

8. **NEW BUSINESS:**

9. **DISCUSSION ITEMS:**

- 9a. Discuss the Mathematics Professional Development that will be hosted through the SBJC for our districts.

10. **FOOD SERVICE:**

11. **INFORMATION ITEMS:**

12. **CORRESPONDENCE:**

ADJOURNMENT:

Motion:

Seconded:

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

Action Taken:

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

April 27th, 2016

Motion:

Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on April 27, 2016 at to review personnel matters and other confidential concerns as listed on the Closed Agenda dated April 27, 2016. 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

I.A. Superintendent's list of personnel not recommended for renewal or rehiring.
(Attachment I.A.)

II. Legal

Adjournment

Motion:

Seconded:

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

Action taken: