

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

**REGULAR MEETING
December 16th, 2015**

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.

ROLL CALL

Members Present:

Members Absent:

Also Present:

SUPERINTENDENT'S REPORT

HIB Investigation

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 November 18, 2015 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 October 31st, 2015 and approves “ Pursuant to NJAC 6:20-2A.10(E), certify that as of October 31st, 2015 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 October 2015. (Attachment 2c)
- 2d. The Board approves the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of October 31st, 2015, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a).”
- 2e. The November and December bills list below are approved (lists attached):

Bills Payable	\$2,523,912.97
Payroll/Manual Check	\$ 725,976.34
Cafeteria Checks	<u>\$ 23,766.72</u>
Total	\$3,273,656.03

- 2f. Motion to approve additional appropriations for revenues and expenditures for the month of October 2015. These appropriations recognize anticipated revenues. (Attachment 2f)
- 2g. Approve the attached list of field trips with cost (Attachment 2g)
- 2h. Approve and accept E-Rate reimbursements from the Universal Service Administrative Company-Schools & Libraries Division Program for the 2014-2015 school year as follows:

Verizon	\$ 887.41
AT&T	\$ 462.41
Edline	\$ 3,218.40
Cablevision Lightpath	\$35,640.00
Verizon Wireless	<u>\$ 8,155.00</u>
Total	\$48,363.22

Note: E-Rate is a federal program which offers schools & libraries a partial refund on their telecommunications and internet charges. The South Bergen Jointure Commission received a refund of 60% of their costs for last year.

- 2i. Approve the attached professional workshops and the reimbursement costs of the workshops. (Attachment 2i)

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. Rescind the appointment of Rebecca Malato as a Health Aide.
- 3b. Adjust the start date of Sameerah Muttaqi from November 15, 2015 to November 30, 2015

- 3c. The board concurs with the action of the Superintendent and approves the appointment of Julia Fidanza as a Transportation Clerk effective December 1, 2015 through June 30, 2016. The annual salary of \$44,500.00 will be prorated for the period worked. The Interim Executive County Superintendent of Schools has approved this hiring (Attachment 3c)
- 3d. Approve the appointment of the following Teacher Aides at the hourly rate listed and their effective dates through June 30, 2016.

<u>Name</u>	<u>Rate</u>	<u>Effective Date</u>
Hailey Barteck	\$17.00	January 1, 2016
Michelle Bischoff	\$18.50	January 1, 2016
Vanessa DeLuca	\$17.00	January 1, 2016
Rebecca Harper	\$17.00	January 1, 2016
Sestina Miller	\$17.00	January 1, 2016

- 3e. Rescind the appointment of Marissa Cole as a long-term substitute Teacher of the Handicapped from November 1, 2015 – March 4, 2016.
- 3f. Accept the resignation of the following personnel:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Marissa Cole	Teacher Aide	December 19, 2015
Lenore Madrachimov	Teacher Aide	December 31, 2015

- 3g. Accept the resignation, for the purpose of retirement, of Joseph Arata, Teacher of the Handicap, effective July 1, 2016. The South Bergen Jointure Commission extends its deepest thanks to Mr. Arata for his many years of service to the district and extends to him its very best wishes on the occasion of his retirement.
- 3h. Rescind Megan Goodwin, LDT-C status from part-time status back to full-time status effective November 23, 2015.
- 3i. Approve the medical leave of absence for Kimberly Diamond, Teacher of the handicapped, from December 11, 2015 – January 3, 2016. Ms. Diamond will be paid sick days during this period. Ms. Diamond’s physician has confirmed her condition.
- 3j. Approve the following Clubs and Activities stipend positions, amounts and assignment of staff for the 2015 – 2016 school year.

	<u>Amount</u>	<u>Teacher</u>
Robotics Club	\$2,000.00	Shane Miller

- 3k. Approve Maria Alarcon, as a long-term substitute Teacher of the Handicapped from December 21, 2015 – March 4, 2016. Annual salary of \$48,329.00 is based on the Teacher’s Index, B.A.+15 and will be prorated for the period worked. Ms. Alarcon will be providing family leave coverage for Lauren Hickey.

- 3l. Accept the resignation of Gina Servideo as a teacher aide, effective December 31, 2015. Ms. Servideo accepted a teaching position at the Jointure.
- 3m. Approve Gina Servideo as a Pre-School Teacher of Students with Disabilities from January 1, 2016 through June 30, 2016. Annual salary of \$46,228.00 is based on the Teacher's Index, B.A. and will be prorated for the period worked.
- 3n. Approve a contract with the Lodi Board of Education for the Jointure to provide home instruction services for the 2015 – 2016 school year to student (M.M.) on an as needed basis. Full amount of services plus an administrative fee will be charged to the Lodi Board of Education.
- 3o. Approve Melissa Tocci to provide home instruction services to Lodi District student M.M. on an as needed basis at the 2015 – 2016 home instruction rate.
- 3p. Approve a contract with Hasbrouck Heights Board of Education for the Jointure to provide 1:1 aide services effective January 1, 2015 for student E.B. Full amount of salary, plus benefits and an administrative fee shall be charged to Hasbrouck Heights Board of Education.

Action taken:

4. POLICY:

Motion:

Seconded:

- 4a. Approve the donation of new books from KPMG as a community service event, Family for Literacy Program. KPMG will visit the Maywood Campus in December, 2015.
- 4b. Adopt the following Policies/Regulations/By Laws/Procedure (First Reading): (Attachment 4b)

Policy & Regulation

#3221 Evaluation of Teachers

Policy & Regulation

#3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators

Policy & Regulation

#3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals

Policy & Regulation

#3224 Evaluation of Principals, Vice Principals, and Assistant

Principals

Policy
#3431.1

Family Leave – Teaching Staff Members

Policy
#4431.1

Family Leave – Support Staff Members

Policy
#5337

Service Animals

Policy
#5516

Use of Electronic Communication and Recording Devices

Action Taken:

5. TRANSPORTATION:

Motion:

Seconded:

- 5a. Motion to approve the bid results from the November 10, 2015 bid opening. (Attachment 5a)
- 5b. Motion to approve the 2015-2016 Quotes set 4. (Attachment 5b)

Action taken:

6. FACILITIES AND PLANNING:

Motion:

Seconded:

- 6a. Motion to approve negotiations with the Archdiocese of Newark to lease classrooms at St. Margaret of Cortona School in Little Ferry, NJ beginning spring 2016.

Action taken:

7. OLD BUSINESS:

Motion:

Seconded:

Action taken:

8. NEW BUSINESS:

Motion:
Seconded:

Action taken:

9. DISCUSSION ITEMS:

10. FOOD SERVICE:

11. 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**

December 16th, 2015

Motion:
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on December 16, 2015 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated December 16, 2015. 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**

December 16th, 2015

Meeting Opened at _____.

Members Present:
Members Absent:
Also Present:

Special Order of Business

I. Personnel

Adjournment

Motion:
Seconded:

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

Action taken: