

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

**REGULAR MEETING
February 10th, 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.

Meeting Opened at _____.

ROLL CALL

Members Present:
Members Absent:
Also Present:

SUPERINTENDENT'S REPORT

HIB

Special Order of Business
Awards and Recognition

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 January 20, 2016 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, 2f)
- 2b. The Board accepts the Board Secretary’s Report as of December 31st, 2015 and approves “ Pursuant to NJAC 6:20-2A.10(E), certify that as of December 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 December 2015. (Attachment 2c)
- 2d. The Board approves the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of December 31, 2015, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a).”
- 2e. The January and February bills list below are approved (lists attached):
- | | |
|-------------------|-----------------------|
| Bills Payable | \$ 763,721.27 |
| Payroll/Transfers | \$ 732,299.29 |
| Cafeteria Checks | \$ 15,962.36 |
| Total | \$1,511,982.92 |
- 2f. Motion to approve the transfers for the month of December 2015. (Attachment 2f)
- 2g. Approve the attached professional workshops and the reimbursement costs of the workshops. (Attachment 2g)
- 2h. Approve the attached list of field trips with cost (Attachment 2h)
- 2i. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION hereby approves the final 2016-2017 budget as follows:
(Attachment 2i)

Current General Expense (Fund 11) \$42,598.914
Total Expenditures/Appropriations \$42,598,914

- 2j. Motioned to approve acceptance of the NJEIF Grant in the amount of \$631.59. The said grant shall be used for the purposes described in the application filed with the NJEIF which was used as the basis for awarding the grant.
- 2k. Motioned to approve acceptance of the BCUA grant in the amount of \$1,000. The said grant shall be used for the purposes described in the application filed with the BCUA which was used as the basis for awarding the grant.
- 2l. Motion to approve the attached Consultant Agreement with Brown and Brown Benefit Advisors for the period January 1, 2016 – December 31, 2017.
(Attachment 2l)
- 2m. Motion to approve the attached Contract for Student Participation in Gym and Athletic Programs with the Hasbrouck Heights Board of Education.
(Attachment 2m)

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. Approve Cristine Potter and Lyzzette Grassi to provide home instruction services to Moonachie District Student M.G.A. on an as needed basis for the 2015-2016 home instruction rates.
- 3b. Accept the resignation of Ian Dean, Teacher Aide, effective 1/30/16.
- 3c. Adjust the medical leave of absence for Daniel Blanco, Teacher Aide, from February 4, 2016 – March 18, 2016. Mr. Blanco will be paid sick days during this period. Mr. Blanco’s physician has confirmed his condition.
- 3d. Approve Judi White to provide home instruction services to Englewood District Student L.O. on an as needed basis for the 2015-2016 home instructions rates.
- 3e. Approve a contract with Englewood Board of Education for the Jointure to provide 1:1 aide services effective February 8, 2016 for student L.P. Full amount of salary, plus benefits and an administrative fee shall be charged to Englewood Board of Education.
- 3f. Approve the maternity/medical leave under the Family Leave Act for Kathryn Juliano, Teacher Aide, as follows:

| | |
|-----------------------------|---|
| May 9, 2016 – June 13, 2016 | Medical leave with benefits 25 paid sick days (Due Date: 5/14/16) {Portion of benefits to be paid by employee} |
|-----------------------------|---|

| | |
|-------------------------------|---|
| June 14, 2016 – June 30, 2016 | Federal and/or State Family leave, Unpaid with benefits. {Portion of benefits to be paid by employee} |
|-------------------------------|---|

- 3g. Approve the maternity/medical leave under the Family Leave Act for Andrea Odian, Occupational Therapist, as follows:

| | |
|------------------------------|--|
| May 13, 2016 – June 10, 2016 | Medical leave with benefits 5 paid sick days (Due Date: 6/12/16) {Portion of benefits to be paid by employee} |
|------------------------------|--|

| | |
|----------------------------------|---|
| June 13, 2016 – December 2, 2016 | Federal and/or State Family leave, Unpaid with benefits. |
|----------------------------------|---|

{Portion of benefits to be paid by employee}

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

April 8, 2016 – June 3, 2016 Medical leave with benefits
40 paid sick days
(Due Date: 5/5/16)
{Portion of benefits to be paid by employee}

June 4, 2016 – October 31, 2016 Federal and/or State Family leave,
Unpaid with benefits.
{Portion of benefits to be paid by employee}

- 3i. Approve Maria Alarcon, as a long-term substitute Teacher of the Handicapped from March 4, 2016 – June 30, 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 Sarah Bossio.

- 3j. Approve Yuliya Messineo as a teacher aide at the hourly rate of \$16.00 per hour effective March 15, 2016 – June 30, 2016.

Action taken:

4. POLICY:

Motion:

Seconded:

Action taken:

5. TRANSPORTATION:

Motion:

Seconded:

Action taken:

6. FACILITIES AND PLANNING:

7. OLD BUSINESS:

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**

February 10th, 2016

Motion:
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on February 10th, 2016 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated February 10, 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:

SOUTH BERGEN JOINTURE COMMISSION
CLOSED - MONTHLY MEETING

February 10th, 2016

Meeting Opened at _____.

Members Present:
Members Absent:
Also Present:

Special Order of Business

I. Employee Relations and Negotiations

II. Legal

III. Other

Adjournment

Motion:
Seconded:

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

Action taken: