

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

**REGULAR MEETING  
March 23th, 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

HIB

Special Order of Business

Awards and Recognition

Motion:

Seconded:

**Resolution honoring the Teacher/Educational Services Professionals Recognition Award Recipients.**

WHEREAS, the following Teachers/Educational Services Professionals have met the criteria established by the Commissioner of Education, their nomination having been reviewed by the district's Teacher/Educational Services Professionals Recognition Panel, and their records certified by the Superintendent of Schools in accordance with the guidelines established by P.L. 1986;

1. Michelle Keim
2. Christopher Winn

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.

**APPROVAL OF MINUTES:**

Motion:

Seconded:

BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Executive Session and Regular Meeting of February 10, 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, 2e, 2f)
- 2b. The Board accepts the Board Secretary’s Report as of January 30th, 2016 and approves “ Pursuant to NJAC 6:20-2A.10(E), certify that as of January 30th, 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 January 2016. (Attachment 2c)
- 2d. The Board approves the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of January 30th, 2016, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a).”
- 2e. The February and March bills list below are approved (lists attached):

|                      |                       |
|----------------------|-----------------------|
| Bills Payable        | \$4,857,290.26        |
| Payroll/Manual Check | \$3,002,958.36        |
| Cafeteria Checks     | \$ 21,510.24          |
| <b>Total</b>         | <b>\$7,881,758.86</b> |

- 2f. Motion to approve the transfers for the month of January 2016 (Attachment 2f)

2g. Approve the attached list of field trips with cost. (Attachment 2g)

2h. Approve the following tuitions for the 2016-2017 school year.

**South Bergen Jointure Commission**  
**2016-17 Tuitions**

|                                     |                 |
|-------------------------------------|-----------------|
| <i>Autism</i>                       | <i>\$64,940</i> |
| <i>Autism 1/2 Day Program</i>       | <i>\$32,470</i> |
| <i>Preschool Disabled-1/2 Day</i>   | <i>\$21,300</i> |
| <i>Pre-School Autism Full Day</i>   | <i>\$64,940</i> |
| <i>Pre-School MD</i>                | <i>\$41,250</i> |
| <i>Pre-School Intensive BD</i>      | <i>\$64,940</i> |
| <i>Cognitive Impairment Severe</i>  | <i>\$64,940</i> |
| <i>Multiply Disabled (MD)</i>       | <i>\$41,250</i> |
| <i>Emotionally Disabled (BD)</i>    | <i>\$54,920</i> |
| <i>Middle/High School Program</i>   | <i>\$53,980</i> |
| <i>Severely Impaired Pre School</i> | <i>\$72,990</i> |
| <i>Shared Time Students</i>         | <i>\$27,900</i> |

2i. Motion to approve the 2016 Summer Extended School Year tuitions:

**2016 Summer Extended School Year Tuitions:**

|  |                |
|--|----------------|
| <i>Autistic, BD, MD, &amp; Preschool – All Day</i> | <i>\$3,090</i> |
| <i>Preschool (1/2 Day Program)</i>                 | <i>\$1,545</i> |
| <i>Severely Disabled</i>                           | <i>\$4,500</i> |

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

2k. Motion to approve the agreement with Cablevision Lightpath, Inc. for Internet and Telephone service for the Maywood Campus, Lodi Campus and the Hasbrouck Heights Board office. (Attachment 2k)

2l. Motion to approve \$47,975 as the maximum travel budget for the 2016-2017 school year. This amount includes reimbursements for conferences, professional development workshops, regular school travel, meals and mileage for conferences/workshops, as well as any other associated costs for school related travel events. The year to date (to Feb 2016) travel expenditures for the 2015-2016 school year are \$18,771.23.

2m. Motion to approve continued participation in the Educational Data Services Cooperative Pricing Agreement System for Cooperative Skilled Trades for the period of April 1, 2016 to March 31, 2017 at the annual cost of \$1,990. (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 the appointment of Mariela Arcentales, Occupational Therapist March 14, 2016 through June 30, 2016. Annual salary of \$62,700.00 is based on the Outreach Index, M.A. and will be prorated for the period worked.
- 3b. Approve the following staff from the Lodi MS/HS Campus to serve as transition coaches for the 2015-2016 school year. Each of these staff members will supervise students when at job locations.
- 3c. Approve a contract with Lodi Board of Education for the Jointure to provide 1:1 aide services effective March 1, 2016 for student V.I. Full amount of salary, plus benefits and an administrative fee shall be charged to Lodi Board of Education.
- 3d. Approve the maternity/medical leave under the Family Leave Act for Jessica Green, Physical Therapist, as follows:

Stephen Page                      Jenna Rafferty                      Allison Rupp

|  |   |
|--|---|
| September 1 – 29, 2016                 | Medical leave with benefits<br>20 paid sick days<br>(Due Date: 7/27/16)<br>{Portion of benefits to be paid by employee} |
| September 30, 2016 – December 23, 2016 | Federal and/or State Family leave,<br>Unpaid with benefits.   |

{Portion of benefits to be paid by employee}

- 3e. Approve Kelly Grimaldi, as a long-term substitute Teacher of the Handicapped from April 1, 2016 – 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. Ms. Grimaldi will be providing family leave coverage for Colleen Lembo.
- 3f. Adjust the start date for Yuliya Messineo, teacher aide to March 21, 2016.
- 3g. 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.

Renee Chuako  
Stefani Grater  
Adriana Nunez  
Kathleen Ocasio  
Alison Ruglio  
William Shue

Action taken:

**4. POLICY:**

Motion:

Seconded:

- 4a. Adjust the 2015 – 2016 School Calendar for the following SBJC Campuses due to unused snow days (Attachment 4a)

| <u>Campus</u>        | <u>Dates</u>   |
|----------------------|--|
| Lodi/Maywood/Paramus | 5/27/16, 5/31/16 & 6/28/16<br>School Closed (unused emergency closing) |
| East Rutherford      | 5/27/16 & 5/31/16<br>School Closed (unused emergency closing)          |

- 4b. Adjust the 2016 – 2017 SBJC School Calendar (Attachment 4b)

| <u>Dates</u>  |
|---|
| 9/6/16 – Teacher and Staff Professional Development |
| 9/7/16 – First Day for Students – One Session Day   |

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

Policy #0167                      Public Participation in Board Meetings

Policy #0168                      Recording Board Meetings

|                                 |  |
|---------------------------------|--|
| Policy<br>#2422                 | Health and Physical Education  |
| Policy<br>#2431                 | Athletic Competition   |
| Regulation<br>#2431.2           | Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad |
| Policy & Regulation<br>#5310    | Health Services  |
| Policy & Regulation<br>#5330.01 | Administration of Medical Marijuana  |
| Policy<br>#5460                 | High School Graduation   |
| Policy & Regulation<br>#8462    | Reporting Potentially Missing or Abused Children   |
| Policy<br>#8550                 | Outstanding Food Service Charges   |

4d. Approve the Comprehensive Equity Plan for the 2016-2017 through 2018-2019 school years. (Attachment 4d)

4e. Motion to approve Ms. Lorraine Rake as the Affirmative Action Officer for the 2016-2017 school year.

4f. Motion to appoint the Affirmative Action Team. (Attachment 4f)

Action taken:

## **5. TRANSPORTATION:**

Motion:

Seconded:

5a. Motion to approve the 2015-2016 quotes set 6 (Attachment 5a.)

5b. Motion to approve the addendum on route # IN166, John Leckie, Inc. Mileage increase due to change in pickup location from the original bid. 12 miles at \$1.96 per mile with an increase of \$23.52 per diem. Total route cost is \$ 215.04 per diem.

5c. Motion to approve the addendum on route # IN216, John Leckie, Inc. A second aide was added to the vehicle effective March 2016. Aide cost \$45.00 per diem. Total route cost \$283.67.

5d. BE IT RESOLVED that the South Bergen Jointure Commission does hereby approve agreements with the following districts for the purposes of student transportation in accordance with Chapter 53, P.L. 1997 for the time period **2016-117** 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.

|              |                   |              |                  |                    |                |                   |                |
|--------------|-------------------|--------------|------------------|--------------------|----------------|-------------------|----------------|
| Alpine       | Becton Regional   | Bogota       | Carlstadt        | Cliffside Park     | Cresskill      | East Rutherford   | Edgewater      |
| Elmwood Park | Emerson           | Englewood    | Englewood Cliffs | Fair Lawn          | Fairview       | Fort Lee          | Garfield       |
| Hackensack   | Hasbrouck Heights | Ho Ho Kus    | Leonia           | Little Ferry       | Lodi           | Lyndhurst         | Maywood        |
| Midland Park | Moonachie         | New Milford  | North Arlington  | Northern Highlands | Palisades Park | Paramus           | Pascack Valley |
| Passaic      | Region 1          | Region 5     | Ridgefield       | Ridgefield Park    | Ridgewood      | River Dell        | Rochelle Park  |
| Rutherford   | Saddle Brook      | Saddle River | South Hackensack | Teaneck            | Wallington     | Westwood Regional | Wood-Ridge     |

Action Taken:

**6. DISCUSSION ITEMS:**

**7. FACILITIES AND PLANNING:**

Motion:

Seconded:

- 7a. Approve the Linkage Agreement between the South Bergen Jointure Commission and the Prime Time Learning Center, Paramus for the period July 1, 2015 through June 30, 2016. (Attachment 7a)
- 7b. Approve the Linkage Agreement between the South Bergen Jointure Commission and the South Hackensack Board of Education for the 2016-2017 School Year. (Attachment 7b)

Action Taken:

**8. OLD BUSINESS:**

**9. NEW BUSINESS:**

Motion:

Seconded:

Action Taken:

**10. FOOD SERVICE:**

Motion:

Seconded:

- 10a. BE IT RESOLVED by the South Bergen Jointure Commission that the following Food Service Management Services be appointed for the 2016-2017 school year. This is the second renewal of a possible total of four.

**The Pomptonian, Inc.**  
**Food Service 2016-2017**  
**Management Fee Language**

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of eight thousand four hundred eight dollars (\$8,408.00) to compensate the FSMC for administrative and management costs. This fee shall be billed in ten monthly installments of (\$840.80) per month as a cost of operation. The LEA guarantees the payment of such costs and fee to the FSMC.

- 10b. BE IT RESOLVED by the South Bergen Jointure Commission, that the school Food Service prices for the 2016-2017 school year be set as follows:

|                   | <u><b>2016-2017</b></u> |
|-------------------|-------------------------|
| Student Lunch     | \$2.55                  |
| Reduced Lunch     | \$ .40                  |
| Milk (1/2 pint)   | \$ .55                  |
| Student Breakfast | \$1.75                  |
| Reduced Breakfast | \$ .30                  |
| Faculty Lunch     | \$3.05                  |
| Faculty Breakfast | \$2.25                  |

Action taken:

**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**

**March 23th, 2016**

Motion:  
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on March 23rd, 2016 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated March 23rd, 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

March 23rd, 2016

Meeting Opened at \_\_\_\_\_.

Members Present:  
Members Absent:  
Also Present:

Special Order of Business

I. Employee Relations and Negotiations

II. Legal

**Adjournment**

Motion:  
Seconded:

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

Action Taken: