

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

REGULAR MEETING
May 25, 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 Investigation

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 Re-organization Meeting held on April 27, 2016 be approved.

2. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Executive Session and Regular Meeting of April 27, 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)
- 2b. The Board accepts the Board Secretary’s Report as of March 31, 2016 and approves “ Pursuant to NJAC 6:20-2A.10(E), certify that as of March 31st, 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 March 2016. (Attachment 2c)
- 2d. The Board approves the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of March 31, 2016, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a).”
- 2e. The April and May bills list below are approved (lists attached):

Bills Payable	\$2,669,885.48
Payroll/Manual Check	\$2,272,555.44
Cafeteria Checks	<u>\$ 20,142.23</u>
Total	\$4,962,583.15

- 2f. Motion to approve additional appropriations for revenues and expenditures for the month of March 2016. These appropriations recognize anticipated revenues. (Attachment 2f)
- 2g. Motion to approve a contract for Payroll Services for the 2016-2017 school year for the following public school district: **Moonachie**

The annual cost for these services will be \$8,160 based on the same services provided last year.

- 2h. The Superintendent of Schools is authorized to pay bills for June, July and August and any time there is not a quorum at a regular monthly meeting, to be approved at the next regular board meeting. The bill list is to be provided to Board Members five days before they are paid.
- 2i. Approve the attached list of field trips with cost. (Attachment 2i)
- 2j. Motion to approve the submission of the Grant Application for the 2016 Safety Grant Program through the NJ Schools Insurance Group's NJEIF Subfund for the purposes described in the application, in the amount of \$476.81 for the period July 1, 2016 through June 30, 2017. (Attachment 2j)

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. Appoint Teachers to the 2016 July Extended School Year Program, as per attached. (Attachment 3a)
- 3b. Appoint Outreach Personnel to the 2016 July Extended School Year Program, as per attached. (Attachment 3b)
- 3c. Appoint Teacher Aides and approve their hourly rates for the July 1, 2016 to July 24, 2016 Extended School Year Program, as per attached. (Attachment 3c)
- 3d. Adjust the resignation date of Conor McKeon, Teacher Aide, effective May 21, 2016.
- 3e. Approve the following Transition Counselors to coordinate structured learning experiences/career orientation experiences for the 2016-2017 school year:

Tai Frazier
Cheryl Kavanagh

- 3f. Approve the following staff to work on curriculum during the months of July and August 2016, up to a total of 5 days:

Adam Reap	Tracey Ismailovski
Shane Miller	Siobhan Smith
Lyzette Grassi	Tiffany Hughes
Joseph Marszalek	Corey Bladzinski
Kathy Sutphin	

- 3g. Approve the assignment of staff on the attached list of Stipend positions. (Attachment 3g)
- 3h. Approve the appointment of the following additional Teacher Aides at the hourly rate listed, effective September 1, 2016 - June 30, 2017.

<u>Name</u>	<u>Rate</u>
Amber Doran	\$17.00
Yulia Messineo	\$16.00

- 3i. Approve the medical leave of absence for Michael Fenner, Teacher Aide, from April 21, 2016 - May 20, 2016. Mr. Fenner will be unpaid during this period. Mr. Fenner's physician has confirmed his condition.
- 3j. Accept the resignation of the following personnel:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Maria Goodman	Teacher of the Handicapped	July 1, 2016
Charmayne Young	Teacher Aide	June 4, 2016
Rejane Kellen	Teacher Aide	June 4, 2016
Katherine Sienkiewicz	Teacher Aide	August 1, 2016
Lindsay Rojas	Occupational Therapist	July 1, 2016

3k. Approve the medical leave of absence for Tracey Ismailovski, Teacher, from May 26, 2016 - June 27, 2016. Ms. Ismailovski will be paid 11 1/2 sick days and ½ Personal Day during this period. Ms. Ismailovski's physician has confirmed her condition.

3l. Approve additional compensation for the office staff on an as-needed basis, not to exceed four days per month during the 2016-2017 school year. This is due to new computer programs and digital archiving. Salary will be based on the 2016-2017 rate.

3m. Adjust the maternity/medical leave under the Family Leave Act for Kathryn Juliano, Teacher Aide, as follows:

May 9, 2016 - June 8, 2016	Medical leave with benefits 20 paid sick days Date of Birth: 5/9/16 {Portion of benefits to be paid by employee}
June 9, 2016 - June 28, 2016	Federal and/or State Family leave, Unpaid with benefits {Portion of benefits to be paid by employee}

3n. 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.

Alyssa Bullaro
Diamond DelRosso
Emily Holland
Kristen Gassler
Samantha Hutchinson
Ayssa Prisco

3o. Approve the appointment of Jennifer Lora, Physical Therapist, September 1, 2016 - June 30, 2017. Annual salary of \$72,500.00 is based on the Outreach Index, M.A. and will be prorated for the period worked.

3p. Approve a stipend amount of \$7,500 for Sheila Berni, School Social Worker, for providing services as Child Study Team Supervisor for the Moonachie Child Study

Team beginning July 1, 2016 through June 30, 2017. This amount includes ten days for services during July and August 2016. The Moonachie Board of Education will be charged accordingly for these services.

- 3q. Approve the following staff to provide new hire and staff training during the months of July and August 2016, up to a total of 5 days. :

Julie Callaghan	Christine McLeod
Paula Hill	Anna Segelbacher
Robin Johnson	Kathleen Tennant
Bonnie Kraft	

- 3r. Motion to approve the contract for Susan Cucciniello as School Business Administrator from July 1, 2016 through June 30, 2017 (Attachment 3r)

- 3s. Approve the following staff to provide services as needed not to exceed ten working days or \$2,000 combined between the two of them during Summer 2016 at their 2015 – 2016 hourly rate for the Moonachie Child Study Team. Full amount of salary plus fees shall be charged to the Moonachie Board of Education for the actual hours worked.

Kimberly Pirro (School Psychologist)
Megan Goodwin (LDT-C)

- 3t. Approve Shane Miller, Teacher, to work on curriculum four days during the month of June at the 2015-2016 rate.

- 3u. Approve a stipend in the amount of \$5,000 for Tricia Smith, School Social Worker, for providing services as Child Study Team Supervisor for the South Hackensack Child Study Team beginning July 1, 2016 through June 30, 2017. The South Hackensack Board of Education will be charged accordingly for these services.

- 3v. Approve the appointment of Shane Miller to the position of Curriculum and Assessment Coordinator effective September 1, 2016 – June 30, 2017 at an annual salary of \$53,529.98 which is based on the Outreach Index, B.A. and will be prorated for the period worked.

- 3w. Approve the following employee to receive the retirement benefit for accumulated sick leave, per contract.

<u>Amount</u>	<u>Name</u>	<u># of Remaining Sick Days</u>	<u>Payout</u>
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Debra Tomaszewski

209

\$12,500.00

3x. Adjust the medical leave of absence for Mary Cheryl Gilligan, Teacher Aide, from April 26, 2016 – June 27, 2016. Ms. Gilligan will be paid 2 1/2 sick days during this period. Ms. Gilligan’s physician has confirmed her condition.

3y. 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 | Clerk/Typist/Receptionist |
| Bookkeeper | Curriculum/Assessment Coordinator |
| Supervisor | Teacher of Performing Arts |

Teacher of

*Board to approve names as submitted by the Superintendent at the June meeting.

Action taken:

4. POLICY:

Motion:

Seconded:

Action taken:

5. TRANSPORTATION:

Motion:

Seconded:

5a. Motioned to approve the 2015-2016 quotes set 8 (Attachment 5a.)

5b. Motioned to approve bid results from the May 17, 2016 bid opening. (Attachment 5b.)

5c. BE IT RESOLVED that the South Bergen Jointure Commission does hereby approve the agreement with the district of **Region 2** for the purposes of student transportation in accordance with Chapter 53, P.L. 1997 for the time period **2015-2016/2016-2017** 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. Motion to approve the Linkage Agreement between the South Bergen Jointure Commission and the Ridgefield Park Board of Education for the 2016-2017 school year. (Attachment 6a)
- 6b. Motion to approve the Linkage Agreement between the South Bergen Jointure Commission and the Moonachie Board of Education for the 2016-2017 school year. (Attachment 6b)
- 6c. Motion to approve the Linkage Agreement between the South Bergen Jointure Commission and the Primetime Learning Center, Paramus for the 2016-2017 school year. (Attachment 6c)
- 6d. Motion to approve the contract addendum for Custodial Services with Pritchard Industries for the period July 1, 2016 - June 30, 2018. (Attachment 6d)

Action taken:

7. OLD BUSINESS:

8. NEW BUSINESS:

9. DISCUSSION ITEMS:

10. FOOD SERVICE:

11. INFORMATION ITEMS:

12. CORRESPONDENCE:

ADJOURNMENT:

Motion:

Seconded:

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

Action Taken:

**SPECIAL ORDER OF BUSINESS
CLOSED MEETING TO PUBLIC ATTENDANCE**

May 25, 2016

Motion:
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on May 25, 2016 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated May 25th, 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

May 25, 2016

Meeting Opened at _____.

Members Present:
Members Absent:
Also Present:

Special Order of Business

I. Employee Relations and Negotiations

I.A. Superintendent to discuss personnel.

II. Legal

III. Other

Adjournment

Motion:
Seconded:

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

Action taken: