

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

REGULAR MEETING MINUTES
December 18th, 2019

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.:

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 1:03 p.m.

ROLL CALL

Members Present: Mr. Albro, Mr. Cipriano, Mr. Grieco, Mr. Hurley, Mr. Kennedy,
 Mr. Kollinok, Mr. Maceri, Dr. Petty, Ms. Sciacca and Mr.
 Scarafile.

Members Absent: Mr. Giancaspro, Dr. Helfant, Dr. Ponds, Dr. Sforza and
 Dr. Yurchak

Also Present: Dr. Michael Kuchar, Superintendent of School, Mr. Kenneth
 Sheldon, Assistant Business Administrator, Mr. Dieter Lerch and
 Mr. Robert Lerch.

SUPERINTENDENT'S REPORT

Dr. Michael Kuchar spoke about tuition incentive proposal for the 2019-2020 school year.

Presentation: Mr. Dieter Lerch presented to the Board the Annual Audit Report for the 2018-19 school year.

APPROVAL OF MINUTES:

Motion: Mr. Stephen Kollinok

Seconded: Mr. Nicholas Cipriano

1. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Executive Session and Regular Meeting of November 26, 2019 be approved.

Action taken:

Ayes: Mr. Cipriano, Mr. Grieco, Mr. Hurley, Mr. Kennedy, Mr. Kollinok, Mr. Maceri, Dr. Petty, Ms. Sciacca and Mr. Scarafile.

Abstain: Mr. Albro.

Nays: None

Absent: Mr. Giancaspro, Dr. Helfant, Dr. Ponds, Dr. Sforza and Dr. Yurchak.

MEETING OPEN TO THE PUBLIC

No public present

REGULAR ORDER OF BUSINESS

2. FINANCE REPORT:

Motion: Mr. John Hurley

Seconded: Mr. Damian Kennedy

- 2a. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the FINANCE resolutions as per the attached report are approved. (2c, 2d, 2e.)
- 2b. The Board accepted the Board Secretary's Report as of October 31st, 2019 and approves " Pursuant to NJAC 6:20-2A.10(E), certify that as of October 31st, 2019 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 district's 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 accepted the financial report of the Treasurer of School Monies for the month of October 2019 (Attachment 2c)
- 2d. The Board approved the following resolution: "Pursuant to NJAC 6:20-2A.10(d), we certify that as of October 31st, 2019, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a)."
- 2e. Motioned to approve additional appropriations for revenues and expenditures for the month of October 2019. These appropriations recognize anticipated revenues.
(Attachment 2e)

2f. The November and December bills list below are approved (lists attached):

Bills Payable	\$2,966,442.49
Payroll/Manual Check	\$1,793,855.65
Cafeteria Checks	<u>\$ 23,782.57</u>
Total	\$4,784,080.71

- 2g. Approved the attached list of field trips with cost (Attachment 2g)
- 2h. Approved the attached professional workshops and the reimbursement costs of the workshops. (Attachment 2h)
- 2i. Motioned to approve the decommission list for the 2019-2020 school year. (Attachment 2i)
- 2j. Motioned to approve the Consulting Agreement with E-Rate Consulting, Inc for Erate Services for the period December 18, 2019 - June 30, 2022 in accordance with NJSBA Procurement Number E-8801-ACES-CPS. (Attachment 2j)
- 2k. Motioned to accept the 2018-2019 Audit Report after report presentation by Mr. Dieter Lerch.

WHEREAS, the 2018-2019 annual district audit as prepared by the firm of Lerch, Vinci and Higgins, LLP, Certified Public Accountants, had been submitted to the Board of Education in accordance with New Jersey Statute and Administrative Code and

WHEREAS a synopsis of the audit has been made available for public distribution a copy of which should be attached to the minutes of this meeting.

NOW THEREFORE BE IT RESOLVED, that the Board of Education does hereby accept the 2018-2019 Annual Audit Report. (Attachment 2k)

2l. Motioned to accept the proposal to have an incentive program with the Jointure District's for sending multiple students to the program for the 2019-2020 school year.

SBJC Tuition Incentive Proposal (valid until April 1, 2020)

For every 6 full time students that a SBJC District sends to the SBJC , the district will receive \$20,000.

A halftime student will count as such, and two halftime students will equal one student.

The district will have the choice of receiving a cash check (revenue) or use the incentive as a credit to be applied to your next year's tuition.

The tuition rebate will be as of the enrollment count of April 1, 2020.

Action taken:

Ayes: Mr. Albro, Mr. Cipriano, Mr. Grieco, Mr. Hurley, Mr. Kennedy,
Mr. Kollinok, Mr. Maceri, Dr. Petty, Ms. Sciacca and Mr. Scarafile.
Abstain: None
Nays: None
Absent: Mr. Giancaspro, Dr. Helfant, Dr. Ponds, Dr. Sforza, and Dr. Yurchak.

3. PERSONNEL:

Motion: Mr. Frank Scarafile
Seconded: Mr. James Albro

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, 2020 through July 31, 2020. 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. Accepted the resignation of Allison Pombo, Paraprofessional effective 12/31/19.
- 3b. Approved the appointment of Marianna Horkavan, as a Paraprofessional at the hourly rate of \$20.00, which is based on the Teachers Aide Index B.A. effective January 2, 2020 - June 30, 2020.

- 3c. Approved the longevity of \$1,450 for Mark Raum for the 2019-2020 school year.
- 3d. Approved the longevity of \$1,450 for Bari-Sue Douglas for the 2019-2020 school year.
- 3e. Approved Erica Colombini to go from the position of Paraprofessional to Preschool Teacher of Student with Disabilities, effective December 2, 2019 - June 30, 2020. Annual Salary of \$51,695.00 is based on Step 1 B.A. of the teacher guide and will be prorated for the period worked.
- 3f. Rescinded the approval of the medical leave of absence for Susan Cucciniello, Business Administrator, from December 11, 2019 - February 24, 2020.
- 3g. Accepted the resignation of Denise Smith Waddell, Paraprofessional effective January 4, 2020.
- 3h. Approved the appointment of Dareen Abdelfattah, as a Paraprofessional at the hourly rate of \$22.00, which is based on the Teachers Aide Index B.A. substitute certificate effective January 2, 2020 - June 30, 2020.
- 3i. Approved the appointment of Biljana Pinto, as a Paraprofessional at the hourly rate of \$22.00, which is based on the Teachers Aide Index B.A. substitute certificate effective December 16, 2019 - June 30, 2020.
- 3j. Approved Samantha Blanco Galvin as a Preschool Teacher of Student with Disabilities, effective January 15, 2020 - June 30, 2020. Annual Salary of \$51,695.00 is based on Step 1 B.A. of the teacher guide and will be prorated for the period worked.
- 3k. Approved the maternity/medical leave under the Family Leave Act for Kelly Palmieri, Teacher, as follows:
- | | |
|------------------------------|--|
| March 30, 2020 - May 8, 2020 | Medical leave with benefits,
25 paid sick days.
(Due Date: 4/2/20)
{Portion of benefits to be paid
by employee.} |
| May 9, 2020 - June 26, 2020 | Federal and/or State Family leaves,
Unpaid with benefits. {Portion of
benefits to be paid by employee.} |
- 3l. Accepted the resignation of Colette Rake, Paraprofessional effective January 17, 2020.

- 3m. Accepted the resignation of Deborah Carpino, Payroll/Bookkeeper effective February 1, 2020.
- 3n. Approved the attached Affiliation Agreement with Dominican College for the 2019-2020 School Year. (Attachment 3n)
- 3o. Approved the attached Yoga and Mindfulness Teacher Job Description. (Attachment 3o)
- 3p. Motioned 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 Aide's	Teacher of Science
Assistant Business Administrator	Clerk/Typist/Receptionist
Supervisor of STEAM	Curriculum/Assessment Coordinator
Bookkeeper	Transportation Manager

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

Action taken:

- Ayes: Mr. Albro, Mr. Cipriano, Mr. Grieco, Mr. Hurley, Mr. Kennedy, Mr. Kollinok, Mr. Maceri, Dr. Petty, Ms. Sciacca and Mr. Scarafile.
- Abstain: None
- Nays: None
- Absent: Mr. Giancaspro, Dr. Helfant, Dr. Ponds, Dr. Sforza, and Dr. Yurchak.

4. POLICY:

- Motion: Mr. Nicolas Cipriano
- Seconded: Mr. Damian Kennedy

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

Policy &

Regulation #1642 Earned Sick Leave Law

Policy #3159 Teaching Staff Member/School District Reporting Responsibilities

Policy &

Regulation #3218 Use, Possession, or Distribution of Substances (Teaching Staff)

Policy &

Regulation #4218 Use, Possession or Distribution of Substances (Support Staff)

Policy #4219 Commercial Driver's License Controlled Substance and Alcohol Use Testing

Policy &

Regulation #6112 Reimbursement of Federal and Other Frant Expenditures

Policy #6620 Petty Cash

Policy &

Regulation #7440 School District Security

Policy &

Regulation #8630 Bus Driver/Bus Aide Responsibility

Policy #9210 Parent Organizations

Policy #9400 Media Relations

Action Taken:

Ayes: Mr. Albro, Mr. Cipriano, Mr. Grieco, Mr. Hurley, Mr. Kennedy,
Mr. Kollinok, Mr. Maceri, Dr. Petty, Ms. Sciacca and Mr. Scarafile.

Abstain: None

Nays: None

Absent: Mr. Giancaspro, Dr. Helfant, Dr. Ponds, Dr. Sforza, and Dr. Yurchak.

5. TRANSPORTATION:

Motion: Mr. John Hurley

Seconded: Mr. Frank Scarafile

5a. Motioned to approve the attached 2019-2020 Quote Set 4 (Attachment 5a)

Action taken:

Ayes: Mr. Albro, Mr. Cipriano, Mr. Grieco, Mr. Hurley, Mr. Kennedy,
Mr. Kollinok, Mr. Maceri, Dr. Petty, Ms. Sciacca and Mr. Scarafile.
Abstain: None
Nays: None
Absent: Mr. Giancaspro, Dr. Helfant, Dr. Ponds, Dr. Sforza, and Dr. Yurchak.

6. FACILITIES AND PLANNING:

None

7. OLD BUSINESS:

None

8. NEW BUSINESS:

Mr. Albro mentioned that the State will be adopting new science standards in the Spring with an implementation date of September 2020. Asked if SBJC curriculum consortium will be coming together to address this initiative.

HIB/CPI Training for Jointure Districts

Mr. Frank Scarafile said Little Ferry is looking for a Behaviorist.

9. DISCUSSION ITEMS:

10. FOOD SERVICE:

None

11. INFORMATION ITEMS:

ADJOURNMENT:

Motion: Mr. Frank Scarafile
Seconded: Dr. Douglas Petty

BE IT RESOLVED, that this meeting is adjourned at 1:23 p.m.

Action Taken: Unanimously approved by voice.

Mr. Kenneth Sheldon
Assistant Business Administrator

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

December 18th, 2019

Motion:
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on December 18, 2019 at 1:00 p.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated December 18, 2019. 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 18th, 2019

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: