

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

REGULAR MEETING MINUTES
June 17th, 2020

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.:

North Jersey Media Group

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 9:34 a.m. (Virtual Meeting)

ROLL CALL

Members Present: Mr. Albro, Mr. Cipriano, Mr. Giancaspro, Dr. Helfant, Mr. Hurley, Dr. Kennedy, Mr. Kollinok, Dr. Sforza, Mr. Scarafile and Ms. Sciacca.

Members Absent: Mr. Grieco, Mr. Maceri, Dr. Petty, Dr. Ponds and Dr. Yurchak.

Also Present: Dr. Michael Kuchar, Superintendent of Schools and Ms. Susan Cucciniello, Business Administrator/Board Secretary.

SUPERINTENDENT'S REPORT

Dr. Kuchar updated the Board on the current status of the South Bergen Jointure Commission district. He honored our 2020 graduates and retirees. Dr. Kuchar also discussed requested transportation for ESY programs and requests for virtual services.

- Mr. Grieco arrived at 9:42 during the Superintendent's report.

APPROVAL OF MINUTES:

Motion: Mr. John Hurley

Seconded: Mr. James Albro

1. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Regular Meeting of May 27, 2020 be approved.

Action taken:

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

MEETING OPEN TO THE PUBLIC

Ms. Forte addressed the Board and congratulated the graduates and retirees. She told the Board about a program in Rutherford to honor the graduates in town that many of the students attended, and how all enjoyed it.

REGULAR ORDER OF BUSINESS

2. FINANCE REPORT:

Motion: Mr. Frank Scarafile
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. (2b, 2c, 2d, 2e)
- 2b. The Board accepted the Board Secretary’s Report as of April 30, 2020 and approves “ Pursuant to NJAC 6:20-2A.10(E), certify that as of April 30, 2020 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 accepted the financial report of the Treasurer of School Monies for the month of April 2020. (Attachment 2c)
- 2d. The Board approved the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of April 30, 2020, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a).”
- 2e. The May and June bills list below are approved (list attached):

Bills Payable	\$ 529,931.31
Payroll/Manual Check	\$1,754,938.04
Cafeteria Checks	<u>\$ 1,381.00</u>
Total	\$2,286,250.35

- 2f. Motioned to the transfers for the month of April 2020. (Attachment 2f)
- 2g. Approved the following voluntary employee payroll deductions for the 2019-2020 school year. These are all employee only contributions at no cost to the Board.

Axa Equitable-TSA
 NJEA Dues
 Prudential Ins.
 VALIC-TSA.
 Lincoln Investment Planning, TSA
 AFLAC
 Wageworks - FSA
 Lincoln Financial Group-TSA
 Planconnect - TSA

- 2h. Motioned to approve the following list of State Contract Vendors to be used during the 2020-2021 school year. (Attachment 2h)
- 2i. Motioned to approve a cash incentive to waive benefits for any employees who waive Dental benefit coverage for the 2020-21 school year that are not entitled to the Health Benefit waiver. The waiver will be effective 7/1/20 – 6/30/21. The amount of the waiver will be 25% of the cost of the benefit, not to exceed \$5,000, and will be prorated if the employee receives benefits for a partial year or in the event the employee should terminate their employment before the end of the school year.
- 2j. Approved the use of Success Communications Group to provide discounted rates for SBJC classified advertising.
- 2k. Approved the fee schedule for 2020-2021 Outreach Services on a per session or evaluation basis, as attached. (Attachment 2k)
- 2l. Motioned to approve the Agreement with Christine Doerr, APRN-BC, LLC for Clinical Services for the 2020-21 school year. (Attachment 2l)
- 2m. The Board approved the 2020-2021 Anticipated contracts to be renewed, awarded, or to expire during the school year and approves: “Pursuant to PL 2015, Chapter 47 the South Bergen Jointure Commission Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full

compliance with all state and federal statues and regulation; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Procurement Regulations 2CFR Part 200.317 et.Seq.” (Attachment 2m)

- 2n. Approved the attached guide for Health Benefit/Prescription Employee Benefit Contribution for the 2020-21 school year for the following groups:

Aides, Substitutes, All 12 month employees, Administrator’s Group, Outreach/OT/PT, SBJCEA (Teacher’s) Group. (Attachment 2n)

2o. **RESOLUTION INCREASING THE BID THRESHOLD**

WHEREAS, Susan Cucciniello, School Business Administrator/Board Secretary possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$40,000 to \$44,000, effective July 1, 2020;

NOW, THEREFORE BE IT RESOLVED that the South Bergen Jointure Commission, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$44,000 for the Board of Education, and further authorizes Susan Cucciniello, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

- 2p. Approved the quote from Go Teach Consultants, LLC in the amount of \$1,000.00 to provide Professional Development. (Attachment 2p)

- 2q. Motioned to approve the Agreement with Dr. Patrick Perin for health services for the School District for the 2020-2021 school year. (Attachment 2q)

2r. **RESOLUTION
DESIGNATION OF FUND BALANCE - BUILDING FUND**

WHEREAS, the South Bergen Jointure Commission has determined that it is in the best interest of its students to acquire a permanent school facility for instructional purposes.

NOW, THEREFORE BE IT RESOLVED, by the South Bergen Jointure Commission that it hereby designates Unreserved Fund Balance as follows:

Designated Fund Balance – Building Fund - \$5 Million

2s. **RESOLUTION
DESIGNATION OF FUND BALANCE-CULINARY ARTS PROGRAM FUND**

WHEREAS, the South Bergen Jointure Commission has determined that it is in the best interest of its students to establish a Culinary Arts Program for acquisition of equipment and implementation of training services relating thereto.

NOW, THEREFORE BE IT RESOLVED, by the South Bergen Jointure Commission that it hereby designates Unreserved Fund Balance as follows:

Designated Fund Balance – Culinary Arts Program - \$1 Million

Action taken:

Ayes: Mr. Albro, Mr. Cipriano, Mr. Giancaspro, Mr. Grieco,
Dr. Helfant, Mr. Hurley, Mr. Kennedy, Mr. Kollinok,
Mr. Scarafile and Ms. Sciacca and Dr. Sforza.

Abstain: None

Nays: None

Absent: Mr. Maceri, Dr. Petty, Dr. Ponds and Dr. Yurchak.

3. PERSONNEL:

Motion: Mr. James Albro

Seconded: Mr. Anthony Grieco

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,

2021 through July 31, 2021. All employments are approved to be paid additional compensation for the Clubs and Activities Program, Office Support, Home Programming, Home Instruction and Parent Training Home Program on an as-needed basis.

- 3a. Rescinded the appointment of the following personnel to work the 2020 Extended School Year Program.

<u>Name</u>	<u>Position</u>
Thomas Murphy	Paraprofessional

- 3b. Approved the following personnel to work the 2020 Extended School Year Program.

<u>Name</u>	<u>Position</u>	<u>Salary/Rate</u>
Fiorita DiPalma	Speech Therapist	\$255.25 per diem
Michelle Keim	Behaviorist	\$216.65 per diem

- 3c. Approved the salary adjustment for the following staff who have completed the requirements for substitute certifications or degree changes effective September 1, 2020. All documents have been provided.

<u>Name</u>	<u>Position</u>	<u>Adjusted Salary</u>
Biago Alessi	Paraprofessional	\$32.42 per hour
Kristen Aversa	Paraprofessional	\$23.76 per hour
Katherine Calderon	Paraprofessional	\$23.60 per hour
Dora Coreas	Paraprofessional	\$23.60 per hour
Bergica Duran	Paraprofessional	\$23.76 per hour
Ryan Flannery	Paraprofessional	\$24.01 per hour
Jennifer VanVugt	Paraprofessional	\$25.14 per hour
Debra Winters	Paraprofessional	\$23.60 per hour

- 3d. Approved Ranya Dabbagh to receive \$1,450.00 longevity for the 2020-2021 school year per the contract.
- 3e. Approved the salary schedule for Teacher and Paraprofessional Home Programming effective July 1, 2020 through June 30, 2021. (Attachment 3e)
- 3f. Approved the following personnel to be paid an additional \$2,000.00 for the BCBA Certificate as per the Outreach Manual for the 2020-2021 school year.

Kimberly Bohichik (.8) \$1,600.00
 Theresa Gallagher
 Christine McLeod
 Anna Segelbacher
 Julia Scozzafava

- 3g. Approved the 2020-2021 Teacher Aide Salary Index (Attachment 3g).
- 3h. Approved the 2020-2021 Substitute Rates (Attachment 3h).
- 3i. Approved the following staff to provide District Home Programming Coordination for July and August 2020 at the 2019-2020 Home Programming Coordinator rate, not to exceed 7 ½ hours each per month:

Kathleen Tennant
Julia Scozzafava

- 3j. Approved Robert Neilley, Media & Tech Assistant, to be paid an additional \$2,000.00 for the Organic Garden Club for the 2020-2021 school year.
- 3k. Approved John Picini custodial/aide to work during the month of August as needed, up to a total of 15 days for up to 4 hours per day at his hourly rate. All days worked must be pre-approved by the district administrator.
- 3l. Approved Kristen Forsdahl, Occupational Therapist to go from .8 position to full time position the 2020-2021 school year, at the yearly salary of \$94,106.89 effective September 1, 2020 - June 30, 2021.
- 3m. Approved the following employee to receive the retirement benefit for accumulated sick leave, per contract.

<u>Name</u>	<u>(As of 6/9/2020)</u> <u># of Remaining Sick Days</u>	<u>(As of 6/9/2020)</u> <u>Payout Amount</u>
Mary Kattine	93.5	\$5,610.00
Erika Gallagher	113	\$6,780.00
Ronnie Cashman-Asea	71.5	\$4,290.00

- 3n. Eliminated the position of LDTC; the elimination of the position of Social Worker; the elimination of Special Services Director stipend as a result of non-renewal of Outreach Services with the South Hackensack Public School District.
- 3o. Approved the maternity/medical leave under the Family Leave Act for Laura Sgalia, School Nurse for the South Bergen Jointure Commission as follows:

September 8, 2020- October 15, 2020	Medical leave with benefits 23 paid sick days/8 unpaid days (Due Date: 9/16/2020) {Portion of benefits to be paid by employee}
-------------------------------------	---

October 15, 2020 - January 14, 2021	Federal and/or State Family Leave,
-------------------------------------	------------------------------------

Unpaid with benefits
{Portion of benefits to be paid by
employee}

- 3p. Appointed Paraprofessionals to the 2020 July Extended School Year Program, as per attached. (Attachment 3p)
- 3q. Accepted the resignation of the following personnel.

<u>Name</u>	<u>Position</u>	<u>effective date</u>
Carina Camporeale	Paraprofessional	August 1, 2020
Meghan Donnelly	Paraprofessional	July 1, 2020
Thomas Murphy	Paraprofessional	July 1, 2020

- 3r. Approved the following STEAM Department staff to work on curriculum development and implementation during the months of July and August as needed, up to a total of 10 days each for up to 4 hours per day at their hourly rate. All days worked must be pre-approved by the Superintendent and/or his designee.

Jill Hagen
Randi Schmidt
Kathy Sutphin

- 3s. Approved the following STEAM Committee staff to work on curriculum development and implementation during the months of July and August as needed, up to a total of 3 days each for up to 4 hours per day at their hourly rate. All days worked must be pre-approved by the Superintendent and/or his designee.

Kelly Martens
Kim Diamond
Siobhan Smith
Danielle Trancucci

- 3t. Approved the following Behavior Department staff to provide new hire and staff training during the months of July and August as needed, up to a total of 5 days each for up to 4 hours per day at their hourly rate. All days worked must be pre-approved by the Superintendent and/or his designee.

Paula Hill	Anna Segelbacher
Kathy Tennant	Claudia Balestier
Bonnie Kraft	Christine McLeod

NOW, THEREFORE, BE IT RESOLVED that the Board hereby rescinds the Present Employment Agreement of Dr. Michael Kuchar, effective July 1, 2020; and

BE IT FURTHER RESOLVED that the Board hereby appoints Dr. Michael Kuchar as the Superintendent of Schools for the South Bergen Jointure Commission for the period beginning on July 1, 2020 and expiring on June 30, 2025, in accordance with the terms of the Succeeding Employment Agreement annexed hereto and incorporated herein by reference; and

BE IT FURTHER RESOLVED that the Board approves the attached Succeeding Employment Agreement with Dr. Michael Kuchar for the position of Superintendent of Schools for the foregoing period of appointment; and

BE IT FURTHER RESOLVED, that the Board hereby authorizes the Board President and School Business Administrator to execute the Succeeding Employment Agreement on behalf of the Board.(Attachment 3x)

- 3y. Approved the following assignments of the SBJC School Principals as of July 1, 2020:

Scott Rossig - Lodi Campus
Lauren Rosicki - Maywood Campus
Holly Ehle - South Hackensack, Little Ferry, Moonachie
Lorraine Rake - Primetime ER, Carlstadt, Felician Lodi

- 3z. Approved the salary adjustment for Ellen Kriley, Occupational Therapist to \$120,578.36 (includes longevity) effective September 1, 2020. Ms. Kriley has completed the requirements of the Outreach Salary Guide of MA+15. All documents have been provided.

- 3aa. 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
Supervisor 10 month	Teacher of Reading
Reading Specialist	Substitute Teacher Aides

Teacher of Science
Clerk/Typist/Receptionist

Assistant Business Administrator
Teacher of STEM

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

- 3bb. Approved the Salary adjustment for the following 12 month staff for the 2020-21 school year.

<u>Name</u>	<u>Position</u>	<u>Adjusted Annual Salary</u>
Edwin Flores	Technology Coordinator	\$92,970
Robert Neilly	Media & Tech Assistant	\$58,420

Action taken:

Ayes: Mr. Albro, Mr. Cipriano, Mr. Giancaspro, Mr. Grieco, Dr. Helfant, Mr. Hurley, Mr. Kennedy, Mr. Kollinok, Mr. Scarafile and Ms. Sciacca and Dr. Sforza.

Abstain: Mr. Giancaspro on 3F only.

Nays: None

Absent: Mr. Maceri, Dr. Petty, Dr. Ponds and Dr. Yurchak.

4. POLICY:

Motion: Mr. Anthony Grieco

Seconded: Mr. Damian Kennedy

- 4a. Approved the following District Affirmative Action Officers for 2020-2021.

Lorraine Rake Ashley Vaughan

- 4b. Approved the following Affirmative Action Team for the 2020-2021 school year.

Lorraine Rake: Affirmative Action Officer

Ashley Vaughan: Affirmative Action Officer

Lyzette Grassi: Head Teacher - Lodi Campus

Sean Voorhis: Head Teacher - Maywood Campus

Alison Bullaro: Head Teacher - Moonachie Campus

Leslie Lang: Head Teacher - South Hackensack Campus

- 4c. Approved the HIB School Self Assessment for Determining Grades - District and School Grade Report 2018-19 school year. (Attachment 4c)

Action taken:

Ayes: Mr. Albro, Mr. Cipriano, Mr. Giancaspro, Mr. Grieco, Dr. Helfant, Mr. Hurley, Mr. Kennedy, Mr. Kollinok,

Mr. Scarafile and Ms. Sciacca and Dr. Sforza.
Abstain: None
Nays: None
Absent: Mr. Maceri, Dr. Petty, Dr. Ponds and Dr. Yurchak.

5. TRANSPORTATION:

None

6. FACILITIES AND PLANNING:

Motion: Mr. Frank Scarafile
Seconded: Mr. John Hurley

6a. Approved the renewal of applications for the temporary instructional space for the Lodi and Maywood Campuses. (Attachment 6a)

Action taken:

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

7. OLD BUSINESS:

None

8. NEW BUSINESS:

None

9. DISCUSSION ITEM:

None

10. FOOD SERVICE:

Motion: Mr. Anthony Grieco
Seconded: Mr. James Albro

10a. Motioned to approve the vended meals agreement between the Moonachie School District and the SBJC for vended meals for the 2020-2021 school year at the following cost:

Breakfast - \$2.23
Lunch - \$3.29

10b. Motioned to approve the vended meals agreement between the Carlstadt School District and the SBJC for vended meals for the 2020-2021 school year at the following cost:

Breakfast - \$1.60

Lunch - \$3.25

Action taken:

Ayes: Mr. Albro, Mr. Cipriano, Mr. Giancaspro, Mr. Grieco,
Dr. Helfant, Mr. Hurley, Mr. Kennedy, Mr. Kollinok,
Mr. Scarafile and Ms. Sciacca and Dr. Sforza.

Abstain: Mr. Kollinok on 10b only.

Nays: None

Absent: Mr. Maceri, Dr. Petty, Dr. Ponds and Dr. Yurchak.

11. INFORMATION ITEMS:

None

ADJOURNMENT:

Motion: Mr. Frank Scarafile

Seconded: Dr. Matthew Helfant

BE IT RESOLVED, that this meeting is adjourned at 10:28 a.m..

Action Taken: Unanimously approved by voice vote.

Ms. Susan Cucciniello
Business Administrator/Board Secretary

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

June 17, 2020

Motion:
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on June 17, 2020 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated June 17, 2020. 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: Unanimously approved by voice vote.

SOUTH BERGEN JOINTURE COMMISSION
CLOSED - MONTHLY MEETING MINUTES

June 17, 2020

Meeting Opened at 10:32 a.m.

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

Members Absent: Mr. Maceri, Dr. Sforza, Dr. Petty, Dr. Ponds and Dr. Yurchak.

Also Present: Dr. Michael Kuchar, Superintendent of Schools and Ms. Susan Cucciniello, Business Administrator/Board Secretary, Mr. Dieter Lerch and Mr. Rod Hara.

Special Order of Business

I. Legal

Discussion regarding negotiated transportation contracts for the 2019-2020 school year.

Adjournment

Motion: Mr. James Albro
Seconded: Mr. Stephen Kollinok

BE IT RESOLVED, that this closed session is adjourned at 11:20 a.m.

Action taken: Unanimously approved by voice vote.