

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

REGULAR MEETING MINUTES
February 23rd, 2021 (Virtual)

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 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 9:41 a.m.

ROLL CALL

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

Members Absent: Dr. Sforza

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

The Board went into closed session at 9:45 a.m.

Motion: Dr. Matthew Helfant
Seconded: Mr. Frank Scarafile

The Board came out of closed session and returned to the regular meeting at 9:56 a.m.

Motion: Mr. John Hurley
Seconded: Mr. Damian Kennedy

ORGANIZATIONAL BUSINESS

Motion: Mr. Steve Kollinok
Seconded: Mr. John Hurley

Mr. Cipriano resigned his position as a member of the South Bergen Jointure Commission and as the current Board President. The following organizational changes were made in response to that:

- Dr. Helfant, VP, was appointed as the President of the SBJC Board
- Mr. Giancaspro, Chair for PD, was appointed as Vice President, and
- Mr. Grieco and Mr. Kennedy were appointed as Co Chairs for PD.

Action Taken: Unanimously approved by voice vote.

SUPERINTENDENT'S REPORT:

Dr. Kuchar discussed the current status of the SBJC district and an adjustment to our school calendar. He said we will be restarting the Middle States accreditation, and discussed personnel issues. Dr, Kuchar also mentioned the celebration of Black History month and the recognition of diversity in our district. He also advised the board of an initial report of HIB.

- Dr. Douglas Petty left the meeting at **10:00 a.m.**

SPECIAL ORDER OF BUSINESS

Motion: Mr. Anthony Grieco
Seconded: Ms. Anna Sciacca

- A1. Motioned to approve the attached Membership Agreement for the Rochelle Park Board of Education to join the South Bergen Jointure Commission at the one time fee of \$20,000.00 effective July 1, 2021. (Attachment A1)

Action taken:

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

Abstain: None

Nayes: None

Absent: Dr. Petty and Dr. Sforza

APPROVAL OF MINUTES:

Motion: Mr. John Hurley

Seconded: Mr. Giovanni Giancaspro

1. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Executive Session and Regular Meeting of January 19, 2021 be approved.

Action taken:

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

Abstain: Dr. Yurchak

Nays: None

Absent: Dr. Petty and Dr. Sforza

MEETING OPEN TO THE PUBLIC

Ms. Forte addressed the Board. She thanked them for all they do and wished Ashley Vaughn best wishes on her upcoming family leave.

REGULAR ORDER OF BUSINESS

2. FINANCE REPORT:

Motion: Mr. Anthony Grieco

Seconded: Mr. Stephen Kollinok

- 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 accepted the Board Secretary's Report as of December 31st, 2020 and approves " Pursuant to NJAC 6:20-2A.10(E), certify that as of December 31st, 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 December 2020. (Attachment 2c)
- 2d. The Board approved the following resolution: "Pursuant to NJAC 6:20-2A.10(d), we certify that as of December 31, 2020, 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	\$4,062,285.94
Payroll/Transfers	\$1,797,998.21
Cafeteria Checks	\$ <u>18,412.49</u>
Total	\$5,878,696.64

2f. Motioned to approve additional appropriations for revenues and expenditures for the month of December 2020. These appropriations recognize anticipated revenues. (Attachment 2f)

2g. BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION hereby approves the final 2020-2021 budget as follows: (Attachment 2g)

Current General Expense (Fund 11)	\$ 49,897,118
Total Expenditures/Appropriations	\$ 49,897,118

2h. Motioned to approve \$91,678 as the maximum travel budget for the 2021-2022 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 January 2021) travel expenditures for the 2020-2021 school year are \$19,946.

2i. Motioned to approve the attached Agreement for Licensing and Maintenance for purchasing through the Educational Data Cooperative Pricing System for the 2020-21 school year at the cost of \$1,160. (Attachment 2i)

Action taken:

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

Abstain: None

Nays: None

Absent: Dr. Petty and Dr. Sforza

3. PERSONNEL:

Motion: Mr. Giovanni Giancaspro

Seconded: Mr. Frank Scarafile

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 and Parent Training Home Program and Home Instruction on an as-needed basis.

3a. Motioned to approve the attached additional pay for services rendered as indicated. (Attachment 3a).

3b. Approved the following staff for the Emergency Paid Sick Leave Act (EPSLA)

	<u>Staff ID #</u>	<u>Position</u>	<u>Dates</u>
_____	0234	Para	12/10/20 - 12/21/20
	0819	Para	11/23/20 - 12/4/20
	0985	Para	12/18/20
	0277	Psychologist	12/1/20 - 12/14/20

3c. Adjusted Leslie Soliz, Paraprofessional, start date from February 1, 2021 to January 25, 2021.

3d. Approved the appointment of Deborah Podwin, as a Speech Therapist, effective January 25, 2021 - June 30, 2021, at the hourly rate of \$60.00 for three (3) days per week or as needed, not to exceed 28 hours per week.

3e. Approved the appointment of Courtney Payoczkowski as a Paraprofessional at the hourly rate of \$22.00, which is based on the Paraprofessional Index BA with substitute certificate, effective February 1, 2021 - June 30, 2021.

- 3f. Accepted the resignation of Alexandra DeMasi, Non- Instructional School Nurse, effective March 15, 2021.
- 3g. Accepted the resignation of Emely Felix, Paraprofessional, effective February 13, 2021.
- 3h. Approved the following staff, for after school home programming, services and evaluations.
Alessandra Balestrieri - Physical Education Teacher
Rianna Volpe - Paraprofessional
- 3i. Accepted the resignation of Morgan Owens, Teacher effective January 23, 2021.
- 3j. Adjusted the maternity/medical leave under the Family Leave Act for Laura Sgalia, School Nurse for the South Bergen Jointure Commission as follows:
- | | |
|------------------------------------|---|
| September 1, 2020- October 1, 2020 | Medical leave with benefits
22 paid sick days
(Date of Birth: 9/2/2020)
{Portion of benefits to be paid by employee} |
| October 2, 2020 - January 1, 2021 | Federal and/or State Family Leave,
Unpaid with benefits
{Portion of benefits to be paid by employee} |
| January 4, 2021 - March 14, 2021 | Unpaid leave of absence without benefits. |
- 3k. Adjusted Kellie Weiss’s amount to be paid for teaching an extra period each day for the 2020-2021 school year based on their contracted salary from \$2,601.49 to \$1,242.90.
- 3l. Approved the following staff for academic accommodations for the 2021 Spring Semester with reduction in pay by hours.
- | | |
|-----------------------|------------------|
| Sarah Marini | Paraprofessional |
| Courtney Payoczkowski | Paraprofessional |
- 3m. Accepted the resignation of Stephanie Loibl, Paraprofessional effective February 27, 2021. Approve Ms. Loibl to be added to the substitute list for the 2020-2021 school year.
- 3n. Approved the maternity/medical leave under the Family Leave Act for Michelle

Baker, Physical Therapist, for the South Bergen Jointure Commission as follows:

- | | |
|--------------------------------|--|
| April 19, 2021 - June 14, 2021 | Medical leave with benefits
36 paid sick days
(Date of Birth: 5/15/2021)
{Portion of benefits to be paid by employee} |
| June 15, 2021 - June 30, 2021 | Federal and/or State Family Leave,
Unpaid with benefits
{Portion of benefits to be paid by employee} |
- 3o. Approved a contract with Bergenfield Board of Education for the Jointure to provide 1:1 aide services effective February 9, 2021 for student J. K. Full amount of the annual prorated fee shall be charged to the Bergenfield Board of Education.
- 3p. Accepted the resignation of Lauren Downey, Paraprofessional, effective February 13, 2021.
- 3q. Approved the appointment of Vesna Josifoska as a Paraprofessional at the hourly rate of \$22.00, which is based on the Paraprofessional Index BA with substitute certificate, effective February 22, 2021 - June 30, 2021.
- 3r. Approved Lauren Hallahan, Teacher, to return from medical leave effective March 1, 2021 - June 30, 2021. Annual salary of \$71,470.00 and will be prorated for the period worked.
- 3s. Approved the appointment of Khaled Issa as a Paraprofessional at the hourly rate of \$24.30, effective March 1, 2021 - June 30, 2021
- 3t. Approved the appointment of Dr. Dan Fishbein as a family leave replacement for our Director of Curriculum from February 25, 2021 through June 30, 2021 at a per diem rate of \$575.00 per day.
- 3u. 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
District Technology Coordinator
Teacher of Social Studies
Teacher of English
Teacher of Reading
Substitute Teacher Aides
Assistant Business Administrator
Supervisor of STEAM
Bookkeeper
Payroll Coordinator

Occupational Therapist
School Health Aide
Teacher of Math
Principal
Reading Specialist
Teacher of Science
Clerk/Typist/Receptionist
Curriculum/Assessment Coordinator
Transportation Manager

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

- 3v. Adjusted the maternity/medical leave under the Family Leave Act for Erin (Kelly) Hios, Physical Therapist for the South Bergen Jointure Commission as follows:

January 19, 2021 - March 12, 2021

Medical leave with benefits
27 paid sick days
(Birth: 2/8/2021)
{Portion of benefits to be paid by employee}

March 13, 2021 - June 6, 2021

Federal and/or State Family Leave,
Unpaid with benefits
{Portion of benefits to be paid by employee}

June 7, 2021 - June 30, 2021

Unpaid without benefits.

- 3w. Accepted the resignation of Yokaira Astacio, Paraprofessional, effective February 13, 2021.

- 3x. Accepted the resignation of Paola Scaduto, Paraprofessional, effective March 20, 2021.

- 3y. Accepted the resignation of Erica Traupman, Paraprofessional, effective March 19, 2021.

Action taken:

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

Abstain: None

Nays: None

Absent: Dr. Petty and Dr. Sforza

4. POLICY:

Motion: Mr. Damian Kennedy

Seconded: Mr. Frank Scarafile

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

ByLaw # 0164.6 Remote Public Board Meeting During a Declared
Emergency

Policy # 1642 Earned Sick Leave Law

Regulation # 2340 Field Trips

Regulation #2460.8 Special Education - Free and Appropriate Public
Education

Regulation # 5330 Administration of Medication

Policy # 5460 High School Graduation

Regulation # 5530 Substance Abuse

Policy & Removal of Students for Firearms Offenses
Regulation # 5611

Regulation # 5612 Assaults on District Board of Education Members or
Employees

Regulation # 5613 Removal of Students for Assaults with Weapons Offenses

Policy # 5756 Transgender Students

Policy # 7101 Educational Agency of Capital Projects

Regulation # 7410 Maintenance and Repair

Regulations # 7441 Electronic Surveillance in School Building and on
School Ground

Policy # 8461 Reporting Violence, Vandalism, Harassment,
Intimidation, Bullying, Alcohol and Other Drug Abuse

Policy # 8462 Reporting Potentially Missing or Abused Children

Policy # 8505 Local Wellness Policy/Nutrient Standards for Meals and
Other Foods

4b. Adjusted the 2020-2021 School Calendar, to reflect March 5, 2021 from a full day for students to a single session day/afternoon professional development for staff. (Attachment 4b).

Action taken:

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

Abstain: None

Nays: None

Absent: Dr. Petty and Dr. Sforza

5. TRANSPORTATION:

Motion: Mr. Anthony Grieco

Seconded: Mr. John Hurley

5a. Motioned to approve the attached 2020-2021 Quote Results Set 6. (Attachment 5a)

5b. Motioned to approve the withholding of payment on Route #4230 for K&H Transportation, due to non-performance. Penalty of two times the daily rate in the amount of \$1,490.00 will be deducted from the January payment.

5c. Motioned to approve the withholding of payment on Route #4103 for Jersey Kids Transportation, due to non-performance. Penalty of two times the daily rate in the amount of \$1,050.00 will be deducted from the January payment.

Action taken:

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

Abstain: None

Nays: None

Absent: Dr. Petty and Dr. Sforza

6. FACILITIES AND PLANNING:

7. **OLD BUSINESS:**

Mr. Giancaspro thanked Dr. Kuchar for the partnership that we and our districts have with Felician University. He said that he has many staff members attending there and they are happy with the program.

8. **NEW BUSINESS:**

Mr. Kollinok asked if we could give a spreadsheet of attendance of the Superintendents for the past year and present that to the Board. Ms. Cucciniello said that we would put that together to present to the board.

9. **DISCUSSION ITEMS:** None

10. **FOOD SERVICE:**

11. **INFORMATION ITEMS:**

ADJOURNMENT:

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

BE IT RESOLVED, that this meeting is adjourned at 10:15 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**

February 23rd, 2021

Motion: Dr. Matthew Helfant
Seconded: Mr. Frank Scarafile

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on February 23rd, 2021 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated February 23, 2021. 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**

February 23rd, 2021

Meeting Opened at **9:45 a.m.**

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

Members Absent: Dr. Sforza

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

SPECIAL ORDER OF BUSINESS

The Board discussed an Organizational issue.

Adjournment

Motion: Mr. John Hurley
Seconded: Mr. Damian Kennedy

BE IT RESOLVED, that this closed session is adjourned at **9:56 a.m.**

Action taken: Unanimously approved by voice vote.