

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

**REGULAR MEETING (Virtual and Public)
November 24th, 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.

ROLL CALL

Members Present:

Members Absent:

Also Present:

SUPERINTENDENT'S REPORT

Updated District Enrollment for 2020-2021

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 Executive Session and Regular Meeting of October 27, 2020 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, 2d, 2e)
- 2b. The Board accepts the Board Secretary's Report as of September 30th, 2020 and approves " Pursuant to NJAC 6:20-2A.10(E), certify that as of September 30th, 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 accepts the financial report of the Treasurer of School Monies for the month of September 2020 (Attachment 2c)
- 2d. The Board approves the following resolution: "Pursuant to NJAC 6:20-2A.10(d), we certify that as of September 30th, 2020, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a)."
- 2e. Motion to approve the transfers for the month of September 2020. (Attachment 2e)
- 2f. The October & November bills list below are approved (lists attached):

Bills Payable	\$2,162,181.98
Payroll/Manual Check	\$1,815,667.87
Cafeteria Checks	<u>\$ 19,956.28</u>
Total	\$3,997,806.13

- 2g. Motion to approve the proposed Dental benefit renewal with Delta Dental for the 24 month period from January 1, 2021 - December 31, 2022 at the proposed rates. (Attachment 2g)
- 2h. Motion to approve the attached professional workshops and the reimbursement costs of the workshops. (Attachment 2h)
- 2i. Motion to approve using Veritas Analytics, LLC services at \$75.00 per hour not to exceed \$3000.00.

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, 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. Approve the following staff for the Emergency Paid Sick Leave Act (EPSLA)

<u>Name</u>	<u>Position</u>	<u>Dates</u>
Lori Formisano	Speech Therapist	10/26/20 - 10/28/20
Paula Hill	Behaviorist	10/23/20 - 10/26/20
Cheryl Vorisek	Speech Therapist	10/26/20 - 10/28/20
Kwabena Osei-Bonsu	Paraprofessional	10/23/20 - 10/28/20
Jasmine Rahman	Paraprofessional	11/9/20 - 11/20/20
Adam Reap	Teacher	11/12/20 - 11/13/20

Shital Patel	Occupational Therapist	11/12/20 - 11/16/20
Tracey Ismailovski	Teacher	11/10/20 - 11/16/20
Melissa Provost	Paraprofessional	10/19/20 - 10/22/20 (revised)
Julissa Sanchez	Paraprofessional	10/14/20 - 10/27/20 (revised)
Janinne Kelly	Secretary	10/27/20 - 10/28/20
Kathy Vukusick	Speech Therapist	11/12/20 - 11/16/20
Katie Carlock	Paraprofessional	11/10/20 - 11/17/20
Sarah Marini	Paraprofessional	11/13/20 - 11/25/20
Karianne Kacperowski	Paraprofessional	11/13/20 - 11/22/20

3b Rescind the appointment of Aurela Sokoli, Paraprofessional, for the 2020-2021 school year.

3c. Approve the following staff for the Families First Coronavirus Response Act (FFCRA).

<u>Name</u>	<u>Position</u>	<u>Dates</u>
Colleen Lembo	Teacher	11/11, 11/19, 11/23, 12/3, 12/7 12/17 & 12/21
Randi Schmidt	Teacher	Every Monday and alternating Wednesday starting 11/11-12/21/20
Adrienne DelRosso	Paraprofessional	10/23/20 - 11/3/20
Morgan Owens	Teacher	11/30/20 - 12/23/20
Dora Coreas	Paraprofessional	9/8/20 - 12/1/20 (Revised)
Stephanie Jackson	Paraprofessional	9/2/20 - 11/25/20 (Revised)
Cindy Rivera	Paraprofessional	11/23/20 - 12/28/20 (Mondays only)

3d. Revise the start date of the following paraprofessionals from November 15, 2020 to November 2, 2020.

Tierney Shine
Rianna Volpe

3e. Adjust the maternity/medical leave under the Family Leave Act for Sonya Ratliff, Paraprofessional, as follows:

September 16, 2020 - November 3, 2020	Medical leave with benefits, 0 paid sick days.
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(Birth Date: 9/22/2020)
{Portion of benefits to be paid
by employee.}

- 3f. Approve the family leave under the Family Medical Leave Act for Carmen Novo, Paraprofessional for the South Bergen Jointure Commission as follows:

November 10, 2020 - December 14, 2020	Family medical - unpaid with benefits {Portion of benefits to be paid by employee}
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- 3g. Approve leave of absence, for Dora Coreas, Paraprofessional, from December 2, 2020 until further notice. Ms. Coreas will be on unpaid leave without benefits. Ms. Coreas has exhausted her FFCRA benefits.

- 3h. Approve the following staff for after school home programming, services and Evaluations.

Orlie Pacillo - Paraprofessional
Corina Drozdowski - Teacher
Caitlin Larsen - Paraprofessional
Joseph Marszalek - Teacher
Nicole Cordeiro - Teacher

- 3i. Approve leave of absence, for Stephanie Jackson, Paraprofessional, from November 26, 2020 until further notice. Ms. Jackson will be on unpaid leave without benefits. Ms. Jackson has exhausted her FFCRA benefits.

- 3j. Approve the family leave under the Family Medical Leave Act for Yokaira Astacio, Paraprofessional for the South Bergen Jointure Commission as follows:

November 16, 2020 - February 8, 2021	Family medical - unpaid with benefits {Portion of benefits to be paid by employee}
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February 9, 2021 - February 14, 2021	Unpaid without benefits
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- 3k. Approve a contract with Westwood Board of Education for the Jointure to provide 1:1 aide services effective November 9, 2020 for student D.A. Full amount of the annual prorated fee shall be charged to the Westwood Board of Education.

- 3l. Approve the family leave under the Family Medical Leave Act for Dora Weiss, Paraprofessional for the South Bergen Jointure Commission as follows:

November 9, 2020 - November 13, 2020

Family medical - unpaid
with benefits
{Portion of benefits to be paid by
employee}

- 3m. Approve the attached substitute nursing services description. (Attachment 3m).
- 3n. Approve the attached job description for School Nurse Non-Instructional (Attachment 3n)
- 3o. 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
Supervisor of STEAM	Curriculum/Assessment Coordinator
Bookkeeper	Transportation Manager

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

- 3p. Approve the medical leave of absence for Bergica Duran-Rodriguez, Paraprofessional from November 2, 2020 - November 30, 2020. Ms. Duran-Rodriguez will be paid 3 ½ sick days; the remainder of her leave is unpaid with benefits (portion of benefits to be paid by employee).
- 3q. Approve the appointment of the following additional Paraprofessionals at the hourly rate listed and effective dates through June 30, 2021.

<u>Name</u>	<u>Rate</u>	<u>Start Date</u>
Victoria Geerlof	\$22.00 w/ Sub Cert	1/1/2021
Ana Povlova	\$22.00 w/ Sub Cert	12/1/2020

Joisy Quintanilla

\$16.00

12/1/2020

- 3r. Motion to approve the attached additional pay for services rendered as indicated. (Attachment 3r)
- 3s. Approve a contract with Wood-Ridge Board of Education for the Jointure to provide 1:1 aide services effective November 30, 2020 for student B.B. Full amount of the annual prorated fee shall be charged to the Wood-Ridge Board of Education.
- 3t. Adjust the family leave under the Family Medical Leave Act for Jerome Bernard, Paraprofessional for the South Bergen Jointure Commission as follows:
- | | |
|---------------------------------------|---|
| September 2, 2020 - November 25, 2020 | Family medical - unpaid with benefits
{Portion of benefits to be paid by employee} |
| November 26, 2020 - June 30, 2021 | Unpaid without benefits |
- 3u. Approve the change in position of Karen Oliveras, from Paraprofessional to Teacher of Students with Disabilities effective December 1, 2020- June 30, 2021. Annual salary of \$58,410.00 is based on Step 1, MA of the Teachers Guide and will be prorated for the period worked.

4. POLICY:

Motion:

Seconded:

- 4a. Approve the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the 2020-2021 School Year.
- 4b. Adopt the following Policies/Regulations/By Laws/Procedure (First Reading): (Attachment 4b)
- Policy #1620 Administrative Employment Contracts (M)
- Policy #2431 Athletic Competition (M)
- Regulation # 2431.1 Emergency Procedures for Sports and Other Athletic Activity (M)
- Policy &
Regulation #5330.05 Seizure Action Plan (M)

Policy # 6440 Cooperative Purchasing (M)

Policy &

Regulation #6470.01 Electronic Funds Transfer and Claimant Certification (M)

Policy &

Regulation #7440 School District Security

Policy #7450 Property Inventory (M)

Policy &

Regulation #7650 School Vehicle Assignment, Use, Tracking, Maintenance, and Accounting

Policy #8420 Emergency and Crisis Situations (M)

Policy #8561 Procurement Procedures and School Nutrition Programs (M)

4c. Reporting of Harassment, Intimidation and Bullying Investigations, Trainings and Programs Data Collection for the period July 1, 2019 – June 30, 2020. (Attachment 4c)

4d. Report on activities for Violence Awareness Week. (Attachment 4d)

4e. Approve the dates of the phase 5: 1/19/21 - 3/5/21 and phase 6: 3/8/21 - 4/23/21 of the Re-Open plan.

Action taken:

5. TRANSPORTATION:

Motion:

Seconded:

5a. Motion to approve the attached 2020-2021 Quote Results Set 3. (Attachment 5a)

5b Motion to approve the bid award of Route #TT117 from bid #091020, First Student, Englewood. Vehicle \$329.00, Aide \$40.00, Increase/Decrease \$1.00. Total route cost \$329.00.

5c. BE IT RESOLVED that the South Bergen Jointure Commission does hereby approve an agreement with Saddle River Board of Education for the purposes of student transportation in accordance with Chapter 53, P.L. 1997 for the time period **2021-2022** 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:

Action taken:

7. OLD BUSINESS

Motion:

Seconded:

Action taken:

8. NEW BUSINESS:

Motion:

Seconded:

Action taken:

9. DISCUSSION ITEMS:

10. FOOD SERVICE:

Motion:

Seconded:

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**

November 24th, 2020

Motion:
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on November 24, 2020 at 9:30 p.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated November 24, 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:

SOUTH BERGEN JOINTURE COMMISSION
CLOSED - MONTHLY MEETING

November 24th, 2020

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: