

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

**REGULAR MEETING**  
**April 29, 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 \_\_\_\_\_.

ROLL CALL

Members Present:

Members Absent:

Also Present:

SUPERINTENDENT'S REPORT

Motion:

Seconded:

**Resolution honoring Secretarial, Clerical, and Bookkeeping personnel and  
proclaiming April 22-26, 2020 as Administrative Professionals Week**

WHEREAS, the South Bergen Jointure Commission Public School secretarial, clerical and bookkeeping staff members have successfully served the South Bergen Jointure Commission Public Schools, its administration, faculty, and student body in the daily performance of their duties; and

WHEREAS, the South Bergen Jointure Commission Public School secretarial, clerical and bookkeeping staff members have faithfully and unselfishly carried out

their duties in an exemplary manner to the benefit of our students and the community; and

WHEREAS, the South Bergen Jointure Commission Board of Education wishes to formally recognize and honor every secretarial, clerical and bookkeeping staff members for their personal dedication;

NOW, THEREFORE, BE IT RESOLVED, that the week of April 22-26, 2020 is hereby proclaimed “Administrative Professionals’ Week” for the purpose of providing public recognition and appreciation for the contributions that secretarial, clerical and bookkeeping staff members to the South Bergen Jointure Commission School District in the performance of their duties.

NOW, THEREFORE, BE IT RESOLVED, that the South Bergen Jointure Commission by this resolution does hereby formally recognize and commend these teachers/educational services professionals for their personal dedication and outstanding professional achievements.

**Resolution proclaiming National P.T.A. Teacher Appreciation Week  
May 6 - 11, 2020**

WHEREAS, America’s greatest strength has always been an educated citizenry, and

WHEREAS, that educated citizenry is directly attributable to our system of free and universal public education that provides an educational opportunity for all students, and

WHEREAS, the foundation upon which that system of public schooling rests is the classroom teacher, and

WHEREAS, the classroom teacher is challenged daily to reach out to every student – regardless of ability, interest in learning, social or economic background, physical, mental, or emotional handicap, race, religion, creed, or ethnic origin – to provide assistance and guidance necessary for full intellectual development; and

WHEREAS, the classroom teacher is a key to the intellectual and occupational preparation of individual citizens, who collectively determine the quality of life in America and in our communities; and

WHEREAS, the work of the classroom teacher immeasurably affects the future lives of all students; and

WHEREAS, the classroom teacher deserves the deepest respect and admiration of the citizens of our communities;

NOW, THEREFORE, BE IT RESOLVED, that the South Bergen Jointure Commission hereby proclaims “Teacher Appreciation Week” May 6-11, 2020 for the purpose of providing public recognition and appreciation for the dedication and contributions of the classroom teacher, not only to our communities as a whole, but to each of us individually as citizens. Additionally, May 8th is proclaimed as “School Nurse Day”.

**Resolution declaring the week of May 11 - 15, 2020 as Special Education Week.**

WHEREAS, the week of May 11-15, 2020 has been designated as Special Education Week by the New Jersey School Boards Association and the Association of Schools and Agencies for the Handicapped; and

WHEREAS, in the South Bergen Jointure Commission we have a tradition of excellence in our special education programs and a superb and dedicated staff.

NOW, THEREFORE, BE IT RESOLVED, that the South Bergen Jointure Commission does hereby declare May 11-15, 2020 as Special Education Week in the South Bergen Jointure Commission. The Commission, furthermore, is proud to provide exceptional programs that assist every child in reaching his or her potential.

Action taken:

**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 February 26, 2020 be approved as amended.

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 January 31, 2020 and approves “ Pursuant to NJAC 6:20-2A.10(E), certify that as of January 31, 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 Board Secretary’s Report as of February 29, 2020 and approves “ Pursuant to NJAC 6:20-2A.10(E), certify that as of February 29, 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 2c)
- 2d. The Board accepts the financial report of the Treasurer of School Monies for the month of January 2020. (Attachment 2d)
- 2e. The Board accepts the financial report of the Treasurer of School Monies for the month of February 2020. (Attachment 2e)
- 2f. The Board approves the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of January 31, 2020, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a).”
- 2g. The Board approves the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of February 29, 2020, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a).”
- 2h. The March, April and May bills list below are approved (lists attached):

|                      |                       |
|----------------------|-----------------------|
| Bills Payable        | \$4,011,693.08        |
| Payroll/Manual Check | \$3,601,153.42        |
| Cafeteria Checks     | <u>\$ 40,163.64</u>   |
| <b>Total</b>         | <b>\$7,653,010.14</b> |

- 2i. Motion to approve additional appropriations for revenues and expenditures for the month of February 2020. These appropriations recognize anticipated revenues. (Attachment 2i)
- 2j. There were no transfers for the month of January, 2020.
- 2k. Approve the attached list of field trips with costs. (Attachment 2k)

2l.

**South Bergen Jointure Commission**  
**2020-2021 Tuitions**

|                                    |                 |
|------------------------------------|-----------------|
| <i>Autism</i>                      | <i>\$69,100</i> |
| <i>Autism ½ Day Program</i>        | <i>\$34,550</i> |
| <i>Preschool Disabled-½ Day</i>    | <i>\$23,400</i> |
| <i>Pre-School Autism Full Day</i>  | <i>\$69,100</i> |
| <i>Pre-School MD</i>               | <i>\$44,400</i> |
| <i>Pre-School Intensive BD</i>     | <i>\$69,100</i> |
| <i>Cognitive Impairment Severe</i> | <i>\$69,100</i> |
| <i>Multiply Disabled (MD)</i>      | <i>\$44,400</i> |
| <i>Emotionally Disabled (BD)</i>   | <i>\$58,950</i> |
| <i>Middle/High School Program</i>  | <i>\$57,200</i> |
| <i>Severely Impaired</i>           | <i>\$75,900</i> |
| <i>Shared Time Students</i>        | <i>\$29,800</i> |
| <i>Annual Rate 1:1 aide</i>        | <i>\$44,000</i> |
| <i>Hourly Rate 1:1 aide</i>        | <i>\$42</i>     |

2m. Motion to approve the 2020 Summer Extended School Year tuitions:

**2020 Summer Extended School Year Tuitions:**

|  |                |
|--|----------------|
| <i>Autistic, BD, MD, &amp; Preschool</i> | <i>\$3,700</i> |
| <i>Preschool (½ Day Program)</i>         | <i>\$1,850</i> |
| <i>Severely Disabled</i>                 | <i>\$5,050</i> |
| <i>Monthly Rate (Summer) 1:1 Aide</i>    | <i>\$2,200</i> |

- 2n. Motion to approve continued participation in the Educational Data Services Cooperative Pricing Agreement System for Cooperative Skilled Trades for the period of April 1, 2020 to March 31, 2021 at the annual cost of \$2,000. (Attachment 2n)
- 2o. Motion to approve the purchase of a 10 passenger 2020 Ford Transit 150 Van as per Hunterdon County ESC Bid #HCEESC-Trans-19-18 from Flemington Ford for District use. (Attachment 2o)
- 2p. Approve the attached professional workshops and the reimbursement costs of the workshops. (Attachment 2p)

2q.

**RESOLUTION**

WHEREAS, in response to the COVID-19 pandemic, the Governor has declared a state of emergency and a public health emergency, and ordered all schools closed for in-person instruction; and

WHEREAS, in response to the COVID-19 pandemic, the Legislature has revised N.J.S.A. 18A:7F-9 to permit the use of virtual [or remote][ETI] instruction to establish compliance with the 180 school day requirement during a public health emergency, subject to Board approval of a virtual [or remote] instruction program;

NOW THEREFORE, BE IT RESOLVED that the Board hereby approves the District's program of virtual [or remote] instruction to meet the 180 school day requirement, which was previously submitted to the Department of Education on March 13, 2020, and implemented since the District's closure on March 13, 2020.

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, 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. Adjust the start date and salary of Morgan Owens as a Preschool Teacher of Students with Disabilities, from March 15, 2020 to March 1, 2020 and her salary to \$60,070.00.
- 3b. Rescind the offer of employment for Amanda Ax as a Preschool Teacher of Students with Disabilities.
- 3c. Adjust the start date of Donna Cancel, Teacher of Students with Disabilities, from March 15, 2020 to April 20, 2020.
- 3d. Accept the resignation of Michele Citron Marino, Paraprofessional effective March 11, 2020.
- 3e. Accept the resignation of Victoria Baum, Paraprofessional effective May 2, 2020.
- 3f. Accept the resignation, for the purpose of retirement, of Ronnie Cashman-Asea, Speech Therapist, effective July 1, 2020. The South Bergen Jointure Commission extends its deepest thanks to Mrs. Cashman-Asea for her many years of service to the district and extends to her its very best wishes on the occasion of her retirement.
- 3g. Accept the resignation, for the purpose of retirement, of Erika Gallagher, Teacher effective July 1, 2020. The South Bergen Jointure Commission extends its deepest thanks to Mrs. Gallagher for her many years of service to the district and extends to her its very best wishes on the occasion of her retirement.
- 3h. Approve Thomas Murphy to go from the position of Paraprofessional to Maternity Leave Replacement Teacher of Student with Disabilities, effective March 30, 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.
- 3i. Accept the resignation, for the purpose of retirement, of Marie Cacciacarne, Paraprofessional, effective July 1, 2020. The South Bergen Jointure Commission extends its deepest thanks to Mrs. Cacciacarne for her many years of service to the district and extends to her its very best wishes on the occasion of her retirement.
- 3j. Adjust the maternity/medical leave under the Family Leave Act for Carolyn Soto-Herrera, Teacher, as follows:

March 17, 2020 - May 5, 2020

Medical leave with benefits,

30 paid sick days.  
(Birth Date: 3/17/2020)  
{Portion of benefits to be paid  
by employee.}

May 6, 2020 - June 30, 2020

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

- 3k. Adjust the maternity/medical leave under the Family Leave Act for Kelly Palmieri, Teacher, as follows:

March 30, 2020 - May 11, 2020

Medical leave with benefits,  
25 paid sick days.  
(Birth 4/4/20)  
{Portion of benefits to be paid  
by employee.}

May 12, 2020 - June 26, 2020

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

- 3l. Accept the resignation, for the purpose of retirement, of Linda Small, Health Aide effective July 1, 2020. The South Bergen Jointure Commission extends its deepest thanks to Ms. Small for her many years of service to the district and extends to her its very best wishes on the occasion of her retirement.
- 3m. Approve the medical leave of absence for Marie Cacciacarne, Paraprofessional, from April 20, 2020 through June 19, 2020. Ms. Cacciacarne will be paid sick days for this time. Her physician has confirmed her condition.
- 3n. Approve the payment of additional pay for Rob Neilly, Edwin Flores and Shane Miller due to the increased work necessary during Spring Recess to get technology set up for remote learning and work from home for staff due to the current stay at home order in the state. They will be paid at their regular rate of pay times days/hours worked. This is a one time Board approved item that isn't to be considered precedent setting.
- 3o. Approve the attached job description for Student Assistance Counselor.
- 3p. Approved the revised attached job description for Payroll / Health Benefits Coordinator.
- 3q. Reappoint the attached Teachers for the 2020-2021 school year, with salaries as per the attached. (Attachment 3q)

- 3r. Reappoint the attached Outreach employees, Occupational and Physical Therapists for the 2020-2021 school year with salaries as per the attached. (Attachment 3r)
- 3s. Reappoint the attached Outreach Personnel for the 2020-2021 school year with salaries as per the attached. (Attachment 3s)
- 3t. Reappoint the attached Paraprofessionals for the 2020-2021 school year with salary increase to be determined. (Attachment 3t)
- 3u. Reappoint the Administrators for the 2020-2021 school year with salaries as per the negotiated contract. Administrator list is attached. (Attachment 3u)
- 3v. Reappoint the 12 month employees as per the attached list. Percentage increase tbd. (Attachment 3v)
- 3w. 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                            | Teacher of STEAM                  |
| Supervisor                            | Curriculum/Assessment Coordinator |
| Teacher of Music                      | Teacher of Performing Arts        |

\*Board to approve names as submitted by the Superintendent.

Action taken:

#### **4. POLICY:**

Motion:

Seconded:

4a.

Action taken:

**5. TRANSPORTATION:**

Motion:

Seconded:

5a. Motion to approve the attached 2019-2020 Quote Set 7 (Attachment 5a)

Action taken:

**6. FACILITIES AND PLANNING:**

Motion:

Seconded:

Action Taken:

**7. OLD BUSINESS:**

**8. NEW BUSINESS:**

**9. DISCUSSION ITEMS:**

Discuss the Tuition Rebates approved at the meeting in December in light of the current year financial uncertainty. Also, discuss the requests received from the Transportation contractors for payment of contracts during the time that routes weren't running due to the current pandemic.

**10. FOOD SERVICE:**

**11. INFORMATION ITEMS:**

**12. CORRESPONDENCE:**

**ADJOURNMENT:**

Motion:

Seconded:

BE IT RESOLVED, that this meeting is adjourned at\_\_\_\_\_.

Action Taken:

**SOUTH BERGEN JOINTURE COMMISSION  
SPECIAL ORDER OF BUSINESS  
CLOSED MEETING TO PUBLIC ATTENDANCE**

**April 29th, 2020**

Motion:

Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on April 29, 2020 at to review personnel matters and other confidential concerns as listed on the Closed Agenda dated April 29, 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:

Meeting Opened at \_\_\_\_\_.

Members Present:

Members Absent:

Also Present:

Special Order of Business

I. Employee Relations and Negotiations

I.A. Superintendent's list of personnel not recommended for renewal or rehiring.  
(Attachment I.A.)

II. Legal

**Adjournment**

Motion:

Seconded:

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

Action taken: