

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

**REGULAR MEETING
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 _____.

ROLL CALL

Members Present:

Members Absent:

Also Present:

SUPERINTENDENT'S REPORT

APPROVAL OF MINUTES:

Motion:

Seconded:

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:

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 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 accepts the financial report of the Treasurer of School Monies for the month of April 2020. (Attachment 2c)
- 2d. The Board approves 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. Motion to the transfers for the month of April 2020. (Attachment 2f)
- 2g. Approve 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. Motion to approve the following list of State Contract Vendors to be used during the 2020-2021 school year. (Attachment 2h)
- 2i. Motion 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. Approve 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. Motion to approve the Agreement with Christine Doerr, APRN-BC, LLC for Clinical Services for the 2020-21 school year. (Attachment 2l)
- 2m. The Board approves 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. Approve 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. Approve the quote from Go Teach Consultants, LLC in the amount of \$1,000.00 to provide Professional Development. (Attachment 2p)

2q. Motion 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:

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

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

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

- 3b. Approve 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. Approve 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. Approve Ranya Dabbagh to receive \$1,450.00 longevity for the 2020-2021 school year per the contract.
- 3e. Approve the salary schedule for Teacher and Paraprofessional Home Programming effective July 1, 2020 through June 30, 2021. (Attachment 3e)
- 3f. Approve 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. Approve the 2020-2021 Teacher Aide Salary Index (Attachment 3g).
- 3h. Approve the 2020-2021 Substitute Rates (Attachment 3h).
- 3i. Approve 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. Approve 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. Approve 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. Approve 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. Approve the following employee to receive the retirement benefit for accumulated sick leave, per contract.

<u>Name</u>	(As of 6/9/2020) <u># of Remaining Sick Days</u>	(As of 6/9/2020) <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. Eliminate 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. Approve 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}
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October 15, 2020 - January 14, 2021	Federal and/or State Family Leave, Unpaid with benefits {Portion of benefits to be paid by employee}
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3p. Appoint Paraprofessionals to the 2020 July Extended School Year Program, as per attached. (Attachment 3p)

3q. Accept 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. Approve 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. Approve 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. Approve 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
Michelle Keim	Kimberly Bohichik
Julie Callaghan	Tiffany Hughes
Julia Scozzafava	Hillary Sobol

- 3u. Approve the following district DEAC members to work 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.

Adam Reap	Ranya Dabbagh
Sarah Bossio	Leslie Lang
Danielle Trancucci	Jennifer Winand
Kathy Tennant	Jacqueline Cormier

- 3v. Approve the following Food Truck Project staff to work during the months of July and August as needed, up to a total of 30 days for up to 4 hours per day at his hourly rate. All days worked must be pre-approved by the Superintendent and/or his designee.

Tom Barton

- 3w. Approve the following Food Truck Project staff to work during the months of July and August as needed, up to a total of 3 days for up to 4 hours per day at her hourly rate All days worked must be pre-approved by the Superintendent and/or his designee.

Kathy Sutphin

3x. **RESOLUTION**

WHEREAS, the South Bergen Jointure Commission Board of Education (hereinafter referred to as the “Board”) and Dr. Michael Kuchar, entered into an Employment Agreement for the term commencing July 1, 2018 and expiring June 30, 2021 (hereinafter referred to as the “Present Employment Agreement”); and

WHEREAS, the Board and the Superintendent desire to rescind the Present Employment Agreement prior to its conclusion, and enter into a new Employment Agreement for a term commencing July 1, 2020 and expiring June 30, 2025 (hereinafter referred to as the “Succeeding Employment Agreement”); and

WHEREAS, this Employment Agreement has been submitted to and approved by the Executive County Superintendent, according to standards adopted by the Commissioner of Education pursuant to N.J.S.A. 18A:7-8(j).

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. Approve 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

3z. Approve 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. 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 |
| Supervisor 10 month | Teacher of Reading |
| Reading Specialist | Substitute Teacher Aides |
| Teacher of Science | Assistant Business Administrator |
| Clerk/Typist/Receptionist | Teacher of STEM |

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

3bb. Approve 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:

4. POLICY:

Motion:

Seconded:

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

Lorraine Rake Ashley Vaughan

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

Action taken:

5. TRANSPORTATION:

Motion:

Seconded:

Action taken:

6. FACILITIES AND PLANNING:

Motion:

Seconded:

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

Action taken:

7. OLD BUSINESS:

8. NEW BUSINESS:

Motion:

Seconded:

9. DISCUSSION ITEM:

10. FOOD SERVICE:

Motion:
Seconded:

- 10a. Motion 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. Motion 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:

11. INFORMATION ITEMS:

Motion:
Seconded:

Action Taken:

ADJOURNMENT:

Motion:
Seconded:

BE IT RESOLVED, that this meeting is adjourned at _____.

Action Taken:

**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:

SOUTH BERGEN JOINTURE COMMISSION
CLOSED - MONTHLY MEETING

June 17, 2020

Meeting Opened at _____.

Members Present:
Members Absent:
Also Present:

Special Order of Business

I. Legal

Adjournment

Motion:
Seconded:

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

Action taken: