

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

REGULAR MEETING
May 8, 2019

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 Record and The Herald News

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

Awards and Recognition

HIB Investigation

Motion:

Seconded:

Resolution honoring the Teacher/Educational Services Professionals Recognition Award Recipients.

WHEREAS, the following Teachers/Educational Services Professionals have met the criteria established by the Commissioner of Education, their nomination having been reviewed by the district's Teacher/Educational Services Professionals Recognition Panel, and their records certified by the Superintendent of Schools in accordance with the guidelines established by P.L. 1986;

1. Sarah Ann Rizzolo
2. Theresa Gallagher
3. Mary Payoczkowski

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 honoring Secretarial, Clerical, and Bookkeeping personnel and proclaiming April 22-26, 2019 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, 2019 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, 2019**

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, 2019 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 12 - 18, 2019 as Special Education Week.

WHEREAS, the week of May 12-18, 2019 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 12-18, 2019 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 March 27, 2019 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 February 28, 2019 and approves " Pursuant to NJAC 6:20-2A.10(E), certify that as of February 28th, 2019 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 March 31, 2019 and approves " Pursuant to NJAC 6:20-2A.10(E), certify that as of March 31th, 2019 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 February 2019. (Attachment 2d)
- 2e. The Board accepts the financial report of the Treasurer of School Monies for the month of March 2019. (Attachment 2e)

- 2f. The Board approves the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of February 28, 2019, 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 March 31, 2019, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a).”

- 2h. The April and May bills list below are approved (lists attached):

Bills Payable	\$2,926,104.30
Payroll/Manual Check	\$2,486,187.07
Cafeteria Checks	<u>\$ 26,021.16</u>
Total	\$5,438,312.53

- 2i. Motion to approve additional appropriations for revenues and expenditures for the month of February 2019. These appropriations recognize anticipated revenues. (Attachment 2i)

2j. Motion to approve additional appropriations for revenues and expenditures for the month of March 2019. These appropriations recognize anticipated revenues. (Attachment 2j)

- 2k. Approve the attached list of field trips with costs. (Attachment 2k)

2l. Motion to approve the submission of the Grant Application for the 2020 Safety Grant Program through the NJ Schools Insurance Group’s NJEIF Subfund for the purposes described in the application, in the amount of \$806.61 for the period July 1, 2019 through June 30, 2020. (Attachment 2l)

- 2m. Accept the Grant of \$2,000.00 from Whole Kids Foundation to be used at the Lodi High School campus to incorporate gardening into the classroom.

2n. Motion to approve a contract for Payroll Services for the 2019-2020 school year for the following public school district: **Moonachie**

The annual cost for these services will be \$8,700 based on the same services provided last year.

- 2o. The Superintendent of Schools is authorized to pay bills for June, July and August and any time there is not a quorum at a regular monthly meeting, to be approved at the next regular board meeting. The bill list is to be provided to Board Members five days before they are paid.

- 2p. Approve the five year lease agreement with Atlantic Tomorrow Office for the lease of seven replacement copiers in the SBJC Board Office, Maywood, Lodi and Moonachie, as per the attached agreement. These copiers are being leased through Ricoh state contract #40467. (Attachment 2p)

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, 2019 through July 31, 2019. 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 maternity/medical leave under the Family Leave Act for Tina Vaccaro, Business Office Assistant / Benefits Coordinator, as follows:

June 19, 2019 - June 28, 2019

8 unpaid sick days

- 3b. Reinstate Cynthia Imperatore, Paraprofessional effective May 6, 2019. Ms. Imperatore is returning from sick leave.

3c. Approve a contract with Englewood Board of Education for the Jointure to provide 1:1 aide services effective January 16, 2019 for student A. D. Full amount of salary, plus benefits and an administrative fee shall be charged to Englewood Board of Education.

3d. Adjust the maternity/medical leave under the Family Leave Act for Sarah Bossio, Teacher, for the South Bergen Jointure Commission as follows:

March 1, 2019 - March 29, 2019	Medical leave with benefits 20 paid sick days (3/4/19 snow day) (Birth: 3/1/19) {Portion of benefits to be paid by employee}
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March 30, 2019 - June 26, 2019	Federal and/or State Family Leave, Unpaid with benefit {Portion of benefits to be paid by employee}
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3e. Accept the resignation of Mercedes Lois, paraprofessional effective May 1, 2019.

3f. Revise the resignation date of Evan Dolan, Paraprofessional from April 19, 2019 to April 6, 2019.

3g. Accept the resignation of Stephen Page, paraprofessional effective May 11, 2019.

3h. Approve the medical leave of absence for Tiziana Verrillo, Paraprofessional from April 29, 2019 - June 11, 2019. Ms. Verrillo will be paid sick days during this time. Ms. Verrillo's physician has confirmed her condition.

3i. Adjust the start date of Melissa Bryan, as a Paraprofessional from April 15 to April 22, 2019.

3j. Accept the resignation of Shalonda Straughn, Paraprofessional effective May 31, 2019.

3k. Accept the resignation of Amanda Stigliano, Paraprofessional, effective May 4, 2019.

3l. Approve the termination of Jennifer Cardenas, Paraprofessional, effective May 1, 2019. As per the contract Ms. Cardenas has been given 30 days notice.

3m. Accept the resignation, for the purpose of retirement, of Donna Boyle, Teacher, effective July 1, 2019. The South Bergen Jointure Commission extends its deepest thanks to Ms. Boyle for her many years of service to the district and extends to her its very best wishes on the occasion of her retirement.

- 3n. Approve the medical leave of absence for Nastia Imperatore, Teacher from April 11, 2019 - June 7, 2019. Ms. Imperator will be paid sick days during this time. Ms. Imperatore's physician has confirmed her condition.
- 3o. Accept the resignation of Derrick Straughn, Custodial Aide, effective April 30, 2019.
- 3p. Accept the resignation, for the purpose of retirement, of Linda Zeidler, Health Aide, effective July 1, 2019. The South Bergen Jointure Commission extends its deepest thanks to Ms. Zeidler for her many years of service to the district and extends to her its very best wishes on the occasion of her retirement.
- 3q. Approve the following personnel to be added to the substitute list for the 2018-2019 school year.
- Kathryn Clores
Alondra Hansen
- 3r. Adjust the maternity/medical leave under the Family Leave Act for Jennifer Gloeckler, Paraprofessional, for the South Bergen Jointure Commission as follows:
- | | |
|---|--|
| <p>February 25, 2019 - May 20, 2019</p> <p>by</p> <p>May 21, 2019 - June 25, 2019</p> <p>Leave,</p> <p>by</p> | <p>Medical leave with benefits
51 paid sick days/4 unpaid sick
(Birth: 3/25/19)
{Portion of benefits to be paid
employee}</p> <p>Federal and/or State Family
Unpaid with benefit
{Portion of benefits to be paid
employee}</p> |
|---|--|
- 3s. Accept the resignation of Jacqueline Aguilar, Paraprofessional effective May 31, 2019.
- 3t. Approve the appointment of Torrence Blevins, as a Custodian at the hourly rate of \$18.00 effective April 30, 2019 - June 30, 2019.
- 3u. Approve the appointment of Nicole Skelly, as a Paraprofessional at the hourly rate of \$18.00 effective May 6, 2019 - June 30, 2019.

3v. Approve the appointment of Sonya Ratliff, as a Paraprofessional at the hourly rate of \$17.00 effective May 1, 2019 - June 30, 2019.

3w. Adjust the medical leave under the Federal Family and Medical Leave Act for Lauren Hallahan, Teacher, for the South Bergen Jointure Commission, as follows: Ms. Hallahan's physician has confirmed her condition

	January 14, 2019 - April 8, 2019	Medical leave with benefits 7 paid sick days (Portion of benefits to be paid
by		employee}

	April 9, 2019 - June 4, 2019	Medical leave Unpaid
without		benefits

3x. Accept the resignation of Francine Pucciarelli, Paraprofessional, effective July 1, 2019. Approve Ms. Pucciarelli to be added to the 2019-2020 substitute list.

3y. Adjust the start date of Crystal Clarke, as a Paraprofessional from April 15 to April 11, 2019.

3z. Reappoint the attached Teachers for the 2019-2020 school year, with salaries as per the attached. (Attachment 3z)

3aa. Reappoint the attached Outreach employees, Occupational and Physical Therapists for the 2019-20 school year with salaries as per the attached. (Attachment 3aa)

3bb. Reappoint the attached Outreach Personnel for the 2019-2020 school year with salaries as per the attached. (Attachment 3bb)

3cc. Reappoint the attached Aides for the 2019-2020 school year with salaries as per the attached. (Attachment 3cc)

3dd. Reappoint the attached 12-month employees and Administrators for the 2019-2020 school year with salaries as per the attached. (Attachment 3dd)

3ee. Appoint Teachers to the 2018 July Extended School Year Program, as per attached. (Attachment 3ee)

3ff. Appoint Outreach Personnel to the 2018 July Extended School Year Program, as per attached. (Attachment 3ff)

3gg. Appoint Teacher Aides and approve their hourly rates for the July 5, 2018 to July 27, 2018 Extended School Year Program, as per attached. (Attachment 3gg)

3hh. Approve a stipend in the amount of \$5,000 for Tricia Smith, School Social Worker, for providing services as Child Study Team Supervisor for the South Hackensack Child Study Team beginning July 1, 2019 through June 30, 2020. The South Hackensack Board of Education will be charged accordingly for these services.

3ii. Approve the Substitute Teacher/Substitute Teacher Aide list for the 2019 July Extended School Year Program (Attachment 3ii)

3jj. Adjust the maternity/medical leave under the Family Leave Act for Lauren Rosicki, Principal, for the South Bergen Jointure Commission as follows:

benefits	March 11, 2019 - May 8, 2019	Medical leave with
		42 paid sick days
		(Birth: 3/26/19)
		{Portion of benefits to be paid
by		employee}

	May 15, 2019 - June 5, 2019	12 Vacation & 2 Personal Days
		{Portion of benefits to be paid
by		employee}

Leave,	June 6, 2019 - June 30, 2019	Federal and/or State Family
		Unpaid with benefit
		{Portion of benefits to be paid
by		employee}

3kk. 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
Physical Therapist
District Technology Coordinator
Teacher of Social Studies
Teacher of English
Teacher of Reading
Substitute Teacher Aides
Assistant Business Administrator
Bookkeeper
Supervisor
Teacher of Music

School Nurse
Occupational Therapist
School Health Aide
Teacher of Math
Principal
Reading Specialist
Teacher of Science
Clerk/Typist/Receptionist
Teacher of STEAM
Curriculum/Assessment Coordinator
Teacher of Performing Arts

*Board to approve names as submitted by the Superintendent.

Action taken:

4. POLICY:

Motion:

Seconded:

4a. Approve the adjusted South Hackensack, Moonachie School, South Bergen Jointure Commission Calendars for 2018-2019 due to unused emergency days.
(Attachment 4a)

4b. Adopt the following Policies/Regulations/By Laws/Procedure (First Reading):
(Attachment 4b)

ByLaw #0141.2 Board Member and Term - Receiving District

Policy #2415.06 Unsafe School Choice Option

Policy #2422 Health and Physical Education

Policy #2431.1 Practice and Pre-Season Heat-Acclimation for School

Sponsored Athletics and Extra Curricular Activities

Regulation #2460.8 Special Education Free and Appropriate Public Education

Policy #4219 Commercial Driver's License Controlled Substance and Alcohol using Testing

Policy &

Regulation# #5111 Eligibility of Resident/Nonresident Students

Regulation #5330 Substance Abuse

Policy &
Regulation # 5330.04 Administering an Opioid Antidote

Policy #5337 Service Animals

Policy &
Regulation #5600 Student Discipline/Code of Conduct

Policy &
Regulation #5611 Removal of Students for Firearms Offenses

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

Policy &
Regulation #5613 Removal of Students for Assaults with Weapons Offenses

Policy #5756 Transgender Students

Policy &
Regulation #7440 School District Security

Policy &
Regulation #8461 Reporting Violence, Vandalism, Harassment,
Intimidation,
Bullying, Alcohol, and other drug offenses

Policy #8561 Procurement Procedures for School Nutrition Program

Policy #8860 Memorials

Action taken:

5. TRANSPORTATION:

Motion:

Seconded:

5a. Motion to approve the attached 2018-2019 Quote Set 9. (Attachment 5a)

- 5b. Motion to approve the attached 2018-2019 Quote Set 10. (Attachment 5b)
- 5c. Motion to approve the bid results for April 9, 2019. (Attachment 5c)
- 5d. Motion to approve the withholding of payment on Route #2509 for Kris Transportation, due to non-performance. Penalty of two times the daily rate in the amount of \$440.00 will be deducted from the April payment.
- 5e. Motion to approve the Contract Transfer Agreement between Taher Transportation and Sunny Transportation LLC. Effective July 1, 2019 all routes will be under contract with Sunny Transportation LLC.
- 5f. Motion to approve the addendum on route #QIN348, K&H Transportation, an aide was added to the vehicle effective April 2, 2019. Aide cost was \$45.00 per diem. Total route cost \$234.00.
- 5g. Motion to approve the withholding of payment on Route #Q553 for Joshua Tours, due to non-performance. Penalty of two times the daily rate for two days in the amount of \$908.00 will be deducted from the April payment.
- 5h. Motion to approve the attached Athletic & Field Trip Renewals for the 2019-2020 school year. (Attachment 5h)
- 5i. Motion to approve the attached Regular Ed Route renewals for the 2019-2020 school year (Attachment 5i)
- 5j. Motion to approve the transfer of contracts from Sunny Transportation to their current company, Taher Transportation for the remainder of the 2019-2020 school year, effective May 1, 2019 (Attachment 5j)
- 5k. Motion to approve the transfer of contracts from Taher Transportation to their new company, Sunny Transportation effective July 1, 2019 (Attachment 5k)

Action taken:

6. FACILITIES AND PLANNING:

Motion:

Seconded:

- 6a. Approve the Linkage Agreement between the South Bergen Jointure Commission and the Carlstadt Board of Education for the 2019-2020 School Year. (Attachment 6a)
- 6b. Motion to approve the Linkage Agreement between the South Bergen Jointure Commission and the Moonachie Board of Education for the 2019-2020 school year. (Attachment 6b)
- 6c. Approve the Linkage Agreement between the South Bergen Jointure Commission and Prime Time Early Learning Center, East Rutherford for the 2019-2022 School Years. (Attachment 6c)
- 6d. Approve the Linkage Agreement between the South Bergen Jointure Commission and the Little Ferry Board of Education for the 2019-2020 School Year. (Attachment 6d)
- 6e. Motion to approve the Amendment to the Lease between South Bergen Jointure Commission and 500 Route 17 South, Hasbrouck Heights, LLC from July 1, 2019 through June 30, 2022. (Attachment 6e)

Action Taken:

7. **OLD BUSINESS:**

8. **NEW BUSINESS:**

9. **DISCUSSION ITEMS:**

10. **FOOD SERVICE:**

10a. BE IT RESOLVED by the South Bergen Jointure Commission that the following Food Service Management Services be appointed for the 2019-2020 school year as per the RFP that was submitted on May 7, 2019.

**The Pomptonian
Food Service 2019-2020**

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$9,400 to compensate the FSMC for administrative and management costs.

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**

May 8th, 2019

Motion:

Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on May 8, 2019 at to review personnel matters and other confidential concerns as listed on the Closed Agenda dated May 8, 2019. 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: