

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

REGULAR MEETING MINUTES
August 22, 2023

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/Board 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.

Meeting Opened at 9:33 a.m.

ROLL CALL

Members Present: Mr. A. Albro, Mr. J. Chirichella, Mr. F. D’Amico, Dr. S. DeNobile, Mr. J. Hurley, Mr. D. Kennedy, Mr. J. Knipper, Dr. Y. Lozanski, Mr. M. Perrapato

Members Absent: Mr. J DeCorso, Ms. A. Evans, Mr. G. Giancaspro, Mr. N. Perrapato, Mr. M. Polizzi, Dr. D. Sforza, Ms. D. Shanley, Dr. S. Yurchack.

Also Present: Dr. M. Kuchar, Mr. K. Sheldon, Mr. S. Miller

SUPERINTENDENT'S REPORT

Dr. Kuchar discussed some upcoming professional development sessions for the staff as well as the administrative retreat. He spoke about some personnel moves regarding teachers and paraprofessionals. Dr. Kuchar thanked the board for increasing the salary guide which helps retain veteran teachers. He updated the board on the move to Teterboro and invited the members to the dedication of the “Ed Center” on October 5th, 2023.

APPROVAL OF MINUTES:

Motion: Mr. Anthony Albro
Seconded: Dr. Yvette Lozanski

1. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Meeting of July 25, 2023 be approved.

Action taken:

Ayes: Mr. A. Albro, Mr. J. Chirichella, Mr. D. Kennedy, Mr. J. Knipper, Dr. Y. Lozanski
Abstain: Mr. F. D'Amico, Dr. S. DeNobile, Mr. J. Hurley, Mr. M. Perrapato
Nays: None
Absent: Mr. J DeCorso, Ms. A. Evans, Mr. G. Giancaspro, Mr. N. Perrapato, Mr. M. Polizzi, Dr. D. Sforza, Ms. D. Shanley, Dr. S. Yurchack.

MEETING OPEN TO THE PUBLIC

Ms. Liz Forte spoke about upcoming events hosted by SBJC.

REGULAR ORDER OF BUSINESS

2. FINANCE REPORT:

Motion: Mr. John Hurley
Seconded: Mr. Matthew Perrapato

- 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, 2g, 2h, 2i)
- 2b. The Board accepts the Board Secretary's Report as of June 30, 2023 and approves "Pursuant to NJAC 6:20-2A.10 (E), certify that as of June 30, 2023 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 June 2023. (Attachment 2c)
- 2d. The Board approves the following resolution: "Pursuant to NJAC 6:20-2A.10(d), we certify that as of June 30, 2023, no budgetary line item has been over-expended in violation of NJAC 6:20-2A.10(a)."
- 2e. Motion to approve additional appropriations for revenues and expenditures for the month of June 2023. These appropriations recognize anticipated revenues. (Attachment 2e)

2f. Motion to approve the August bills list below (Attachment 2f)

Bills Payable	\$863,168.70
Payroll/Transfers	\$689,921.41
Cafeteria Checks	<u>\$ 41,101.12</u>
Total	\$1,594,191.23

2g. Motion to approve the Agreement with the Stepping Stones Group to provide staffing services to the SBJC for Related Services. (Attachment 2g)

2h. Motion to approve the payment to Frebl, LLC, the building seller, in the amount of \$51,519.56 for site work done at the property at 696 Rte 46, Teterboro in accordance to the site plan approved by the town of Teterboro.

2i. Motion to approve the following list of field trips.

Date of Field Trip	Destination	Teachers	Cost of Trip	Cost Paid By	Estimated Cost of Transportation	Cost of Transportation paid by	Total Cost of Trip for SBJC
7/24/2023	Indian Lake	Marszalek			\$230.00	SBJC	\$230.00
7/26/2023	Indian Lake	Marszalek			\$230.00	SBJC	\$230.00
7/25/2023	Van Saun Park	Malz/Dasilva	\$267.00	SBJC	\$250.00	SBJC	\$517.00

2j. Motion to approve the following payments for Professional Development/ Strategic Planning/ Opening Day Presentations to: SKM Educational Consulting & Advocacy, LLC in the amount of \$7,500.00 for consulting fee for two education consultants for four days.

2k. Motion to approve the following professional workshops and the reimbursement costs of the workshops.

Name	Workshop	Workshop Provider	Date(s)	Cost
Bierman, Roberta	Making the Invisible Visible	Art Educators of NJ	10/30/2023	200.00 + travel

2l. Motion to approve the following professional development:
Michael Kuchar Continuing Education course in Applied Behavior Analysis from Florida Institute of Technology from Aug 28-Nov 5 at a cost of \$1,485.00

2m. Motion to approve payment for Dr. Henry Cram the amount of \$2,000 for critical analysis of Middle States Strategic Planning Implementation and Follow up PD with the District Middle States Implementation Team on Aug, 24, 2023

2n. Motion to approve payment for Emily Persons Rubin of SKIP Coaching in the amount of \$3,000 for three workshops on the brain and various ways of learning.

Action taken:

Ayes: Mr. A. Albro, Mr. J. Chirichella, Mr. F. D’Amico, Dr. S. DeNobile, Mr. J. Hurley, Mr. D. Kennedy, Mr. J. Knipper, Dr. Y. Lozanski, Mr. M. Perrapato

Abstain: None

Nayes: None

Absent: Mr. J DeCorso, Ms. A. Evans, Mr. G. Giancaspro, Mr. N. Perrapato, Mr. M. Polizzi, Dr. D. Sforza, Ms. D. Shanley, Dr. S. Yurchack.

3. PERSONNEL:

Motion: Mr. Anthony Albro

Seconded: Mr. John Hurley

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, 2022 through July 31, 2023. 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. Motion to approve the attached additional pay for services rendered as indicated. (Attachment 3a)

3b. Motion to approve the following staff additional pay for the 2023-2024 school year.

<u>Name</u>	<u>Position</u>	<u>Type</u>	<u>Amount</u>
Marie Bridge	School Nurse	Nursing Coordinator	\$10,000.00
Lisa Antunes	Teacher	Teacher/Administrat or in charge	\$10,000.00

3c. Motion to approve the appointment of the following personnel. Salary will be prorated for the period worked.

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary/Step</u>
Brianna Connor	Physical Therapist	9/1/2023	\$72,000.00
Tea Xhaja	Paraprofessional	9/1/2023	\$23.33 or \$25.48 w/ cert. per hour
Kayla Cunningham-O'Donnell	Paraprofessional	9/1/2023	\$23.33 or \$25.48 w/ cert. per hour
Christopher Fytros	Paraprofessional	9/1/2023	\$18.66 per hour
Nancy Mendez	Paraprofessional	9/1/2023	\$18.66 per hour

**Paraprofessional rate is contingent upon receipt of proof of certification. If proof is not provided, the rate of pay will change.*

3d. Motion to approve the attached list of staff for after school home programming, services and evaluations. (Attachment 3d).

3e. Motion to approve the attached list of substitute teachers, teacher aides, clerk, secretary, receptionist on an as needed basis from September 1, 2023 - June 30, 2024. (Attachment 3e).

3f. Motion to accept the resignation of the following personnel:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Purpose</u>
Marina Kostoska-Markoski	Paraprofessional	7/1/2023	Resignation
Mollie Friedman	Paraprofessional	7/1/2023	Resignation

Ryan Flannery	Paraprofessional	7/1/2023	Resignation
Hailey Barteck	Teacher	10/2/2023	Resignation
Melissa Taveras	Teacher	9/20/2023	Resignation
Dora Coreas	Paraprofessional	8/1/2023	Resignation
Siobhan Smith	Teacher	10/15/2023	Resignation

3g. Motion to approve the salary adjustment for the following staff who have completed the requirements of the Teacher Salary / Paraprofessional/Outreach/Administrator contracts effective September 1, 2023. All documents have been provided.

<u>Name</u>	<u>Position</u>	<u>Degree/Certification</u>	<u>Adjusted Salary</u>
Jenna Van Benschoten	Occupational Therapist	MA to MA+15	\$68,126.42
Michael Fenner	Behavior Specialist to BCBA	BA to MA BCBA Certificate	\$77,500.00
Rob Neilley	District Technician	Frontline Attendance Monitor/Support	\$73,159.70 w/ longevity
Gandhi Desrosiers	Paraprofessional	Behavior Intervention Lead	\$35,033.00

3h. Motion to rescind the appointment of the following personnel to work the 2023 Extended School Program.

<u>Name</u>	<u>Position</u>
Maria Collazo	Paraprofessional

3i. Motion to rescind the appointment of the following personnel to work the 2023-2024 School Year.

<u>Name</u>	<u>Position</u>
Carmen Betancur	Paraprofessional
Amanda Stigliano	Paraprofessional

- 3j. Motion to approve the leave of absence for the following, using days in accordance with the individual agreement with the Board and utilizing the FMLA and/or NJFLA leave entitlement.

<u>Employee ID#</u>	<u>Position</u>	<u>Effective Dates</u>
0946	Paraprofessional	11/17/2023 - 3/11/2024
0064	Business Administrator	8/10/2023 - 9/24/2023

- 3k. Motion to approve the Teacher and Paraprofessional Home Programming rates effective July 1, 2023 through June 30, 2024 (Attachment 3k)
- 3l. Motion to adjust the resignation date of Melissa DelaTorre, Occupational Therapist from September 20, 2023 to August 31, 2023.
- 3m. Motion to approve Tom Barton to work during the month of August as needed, at his hourly rate of \$37.05. All days worked must be pre-approved by the district administrator.
- 3n. Motion to approve the campus transfers for the following staff members for the 2023-2024 school year, based on the teacher's contract.

<u>Name</u>	<u>From Campus</u>	<u>To Campus</u>
Melissa Betyeman	Lodi	Maywood/S.Hackensack

- 3o. Motion to approve the a contract with each of the boards of education on the attached list for the Jointure to provide 1:1 aide services for the 2023-2024 school year. Full amount of the annual prorated fee shall be charged to each of the boards of education. (Attachment 3o)
- 3p. Motion to approve the appointment of the following personnel to coaching / assistant coaching positions for the 2023-2024 school year.

<u>Name</u>	<u>Position</u>	<u>Sport / Season</u>	<u>Stipend</u>
Alessandra Balestrieri	Gym Teacher	Head Coach Cross Country - Fall	\$4,500.00 for season
Joseph Marszalek	Teacher	Head Bowling Coach - Winter	\$4,500.00 for season
Dr. Regina Malz	Teacher	Head Basketball Coach - Winter	\$4,500 for season

Jason Markowski	Gym Teacher	Head Track Coach - Spring	\$4,500.00 for season
Gandhi Desrosiers	Paraprofessional	Assistant Cross Country Coach - Fall Assistant Bowling Coach - Winter Assistant Track Coach - Spring	\$2,000.00 per season

3q. Motion to approve the following students to complete observation/field placement hours with the South Bergen Jointure Commission Outreach staff as a requirement for Felician University.

Areli Vara Ramirez	Bianel Mena	Kera Mcnaught
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3r Motion to approve the appointment of the following personnel as Retired Teacher (Long-Term Substitute) to cover classrooms at a per diem rate of \$400.00.

Joseph Arata

3s. Motion to approve the following School and District Threat Assessment Teams:

Threat Assessment: School-Based Teams

Lodi Campus (050)

- Ken Rota Principal
- Claudia Balestier School Social Worker
- Siobhan Smith Teacher
- Marie Bridge Nurse
-

Maywood Campus (060)

- Lauren Rosicki Principal
- Bonnie Lynaugh School Psychologist
- Sean Voorhis Teacher
- Laura Sgalia Nurse

Moonachie Campus (070)- includes South Hackensack, Garfield, Felician & Lyndhurst

- Holly Ehle Principal
- Julie Callaghan School Psychologist
- Lauren Briigliodoro Teacher

Threat Assessment: District-Based Team

Ken Sheldon School Safety Specialist

Lorraine Rake	District Anti-Bullying Coordinator (Principal)
Ashley Vaughan	District Anti-Bullying Coordinator (Director of Curriculum)
Scott Rossig	Clinical Director

3t. Motion to approve the following staff staff to receive Initial Crisis Prevention (CPI) Training for 1.5 days (up to 10 hours) at per diem rate.

Lisa Antunes	David McKeon
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3u. Motion to approve Claudia Balestrier, School Social Worker to be paid her per diem rate for CPI Training on August 24, 2023.

3v. Motion to approve Gandhi Desrosiers, Paraprofessional to be paid his hourly rate \$21.77 for CPI Training on August 24 and August 25, 2023.

3w. Motion to approve the stipend of \$500.00 for paraprofessionals who receive RBT Certificate prior to January 15, 2024.

3x. Motion to approve additional new members of the SBJC Middle States Implementation Teams work during the month of August as needed. Up to 2 days/3 hours per day. To be paid at hourly rate.

3y. Motion to approve the appointment of the following personnel to Clubs and Activities for the 2023-2024 school year.

Position	Staff	Amount
High School Advisor (Lodi)	Randi Schmidt	\$1,000.00
Middle School Advisor (Lodi)	Joe Marszalek	\$1,000.00
Student Council Advisor (Lodi)	Joe Marszalek	\$2,000.00
Yearbook Advisor	Tom Barton	\$2,000.00

3z. Approve Dinahlee Rodriguez to attend Nutley School District New Staff Orientation for up to two days (6.5 hours each) at hourly rate.

3aa. Motion to approve the change in position of Ashley Crowe, Paraprofessional to Teacher of Students with Disabilities effective September 1, 2023 - June 30, 2024. Annual salary of \$57,000.00 is based on Step 2 B.A. of the teacher’s guide.

Action Taken:

Ayes: Mr. A. Albro, Mr. J. Chirichella, Mr. F. D’Amico, Dr. S. DeNobile, Mr. J. Hurley, Mr. D. Kennedy, Mr. J. Knipper, Dr. Y. Lozanski, Mr. M Perrapato
 Abstain: None
 Nays: None
 Absent: Mr. J DeCorso, Ms. A. Evans, Mr. G. Giancaspro, Mr. N. Perrapato, Mr. M. Polizzi, Dr. D. Sforza, Ms. D. Shanley, Dr. S. Yurchack.

4. POLICY:

Motion: Dr. Yvette Lozanski
 Seconded: Mr. Anthony Albro

4a. Motion to approve the first reading for following Policies/Regulations/By Laws/Procedures (Attachment 4a)

Policy/Regulation	Title
Policy 2419	School Threat Assessment Teams
Regulation 2419	School Threat Assessment Teams

Action taken:

Ayes: Mr. A. Albro, Mr. J. Chirichella, Mr. F. D’Amico, Dr. S. DeNobile, Mr. J. Hurley, Mr. D. Kennedy, Mr. J. Knipper, Dr. Y. Lozanski, Mr. M Perrapato
 Abstain: None
 Nays: None
 Absent: Mr. J DeCorso, Ms. A. Evans, Mr. G. Giancaspro, Mr. N. Perrapato, Mr. M. Polizzi, Dr. D. Sforza, Ms. D. Shanley, Dr. S. Yurchack.

5. TRANSPORTATION:

Motion: Mr. Jason Chirichella
 Seconded: Mr. John Hurley

5a. Motion to approve the bid results from July 25th, 2023, Special Education/Regular Student Transportation Services, Bid #072523 (Attachment 5a).

5b. Motion to approve the bid results from August 9th, 2023, Special Education/Regular Student Transportation Services, Bid # 080923 (Attachment 5b).

5c. Motion to approve the withholding of payment for 1:1 aide on route 5380 for First Choice Tranz, due to students not riding. There is no penalty. Deduct \$1,242.00 for the payment of a 1:1 aide that was not used in the month of June. The route has ended.

Action taken:

Ayes: Mr. A. Albro, Mr. J. Chirichella, Mr. F. D’Amico, Dr. S. DeNobile, Mr. J. Hurley, Mr. D. Kennedy, Mr. J. Knipper, Dr. Y. Lozanski, Mr. M. Perrapato
Abstain: None
Nayes: None
Absent: Mr. J DeCorso, Ms. A. Evans, Mr. G. Giancaspro, Mr. N. Perrapato, Mr. M. Polizzi, Dr. D. Sforza, Ms. D. Shanley, Dr. S. Yurchack.

6. FACILITIES AND PLANNING:

None

7. OLD BUSINESS:

None

8. NEW BUSINESS:

None

9. DISCUSSION ITEMS:

9a. Motion to discuss Policy/Regulation 1642.01 Sick Leave.

10. FOOD SERVICE:

None

11. CURRICULUM:

Motion: Mr. Matthew Perrapato

Seconded: Mr. Frank D’Amico

11a. Motion to approve the adoption of the 2023-2024 South Bergen Jointure Commission District Curriculum.

11b. Motion to approve the continuation of the existing curriculum textbooks, policies and bylaws for the 2023-2024 school year. (Attachment 11b)

11c. Motion to approve the South Bergen Jointure Commission District Professional Development Plan for the 2023-2024 school year. (Attachment 11c)

11d. Motion to approve the submission of the District Professional Development Plan Statement

of Assurance for the 2023-2024 school year via NJ Homeroom by September 1, 2023.

11e. Motion to approve the South Bergen Jointure Commission Teacher Mentoring Plan for the 2023-2024 school year. (Attachment 11e)

11f. Motion to approve the submission of the District Mentoring Plan Statement of Assurance for the 2023-2024 school year via NJ Homeroom by September 1, 2023.

Action taken:

Ayes: Mr. A. Albro, Mr. J. Chirichella, Mr. F. D’Amico, Dr. S. DeNobile, Mr. J. Hurley, Mr. D. Kennedy, Mr. J. Knipper, Dr. Y. Lozanski, Mr. M. Perrapato

Abstain: None

Nayes: None

Absent: Mr. J DeCorso, Ms. A. Evans, Mr. G. Giancaspro, Mr. N. Perrapato, Mr. M. Polizzi, Dr. D. Sforza, Ms. D. Shanley, Dr. S. Yurchack.

12. INFORMATION ITEMS

None

ADJOURNMENT: 10:07 a.m.

Motion: Mr. John Hurley

Seconded: Dr. Yvette Lozanski

BE IT RESOLVED, that this meeting is adjourned at 10:07 am.

Action Taken: Unanimous approval by voice vote.

Mr. Kenneth Sheldon
Assistant School Business Administrator/Board Secretary

**SPECIAL ORDER OF BUSINESS
CLOSED MEETING TO PUBLIC ATTENDANCE
August 22, 2023**

Motion:
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on August 22, 2023 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated August 22, 2023. 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**

Meeting Opened at _____.

Members Present:
Members Absent:
Also Present:

Special Order of Business

Adjournment

Motion:
Seconded:

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

Action taken