

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

REGULAR MEETING MINUTES
November 22nd, 2022

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

Meeting Opened: 9:32 AM

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: Mr. A. Albro, Dr. J. Albro, Mr. J. Chirichella, Dr. S. DeNobile, Ms. A. Evans, Mr. G. Giancaspro, Mr. J. DeCorso, Dr. M. Helfant, Mr. J. Hurley, Mr. D. Kennedy, Mr. J. Knipper, Ms. A. Sciacca, Mr. F. Scarafile, Dr. D. Sforza, Ms. D. Shanley, Dr. S. Yurchak

Members Absent: Mr. F. D'Amico

Also Present: Dr. M. Kuchar, Ms. S. Cucciniello

SUPERINTENDENT'S REPORT

- Dr. Kuchar updated the board on current district enrollment and the status of our programs and facilities. He also highlighted some events that our member districts had or participated in.

APPROVAL OF MINUTES:

Motion: Mr. Frank Scarafile
Seconded: Ms. Danielle Shanley

1. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Executive Session and Regular Meeting of October 19, 2022 be approved.

Action taken:

Ayes: Mr. A. Albro, Dr. J. Albro, Mr. J. Chirichella, Ms. A. Evans, Mr. G. Giancaspro, Dr. M. Helfant, Mr. D. Kennedy, Mr. J. Knipper, Ms. A. Sciacca, Mr. F. Scarafile, Dr. D. Sforza, Dr. S. Yurchak

Abstain: Mr. J. Hurley, Mr. J. DeCorso, Dr. S. DeNobile, Ms. D. Shanley

Nays: None

Absent: Mr. F. D'Amico

MEETING OPEN TO THE PUBLIC

Ms. Forte spoke of some events that we had at our schools, including Trunk or Treat and parent meetings. She wished all a Happy Thanksgiving.

REGULAR ORDER OF BUSINESS

2. FINANCE REPORT:

Motion: Mr. Frank Scarafile

Seconded: Ms. Danielle Shanley

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, 2022 and approves "Pursuant to NJAC 6:20-2A.10(E), certify that as of September 30th, 2022 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 2022 (Attachment 2c)

2d. The Board approves the following resolution: "Pursuant to NJAC 6:20-2A.10(d), we certify that as of September 30th, 2022, no budgetary line item has been over-expanded in violation of NJAC 6:20-2A.10(a)."

2e. There were no Budget Transfers for the month of September 2022.

2f. The October & November bills list below are approved (lists attached):

Bills Payable	\$4,262,826.13
Payroll/Manual Check	\$2,024,333.24
Cafeteria Checks	\$ 28,398.90
Total	\$6,315,558.27

2g. Motion to accept the New Jersey Schools Insurance Group Safety Grant in the amount of \$2,000.00 to be used for safety-related improvements at our Campuses. (Attachment 2g)

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

<u>Employee</u>	<u>Workshop</u>	<u>Provider</u>	<u>Dates</u>	<u>Cost</u>
Deborah Chilelli-Boru	AOTA Conference	AOTA	4/20-4/23/23	\$450.00
Alyssa DeGuzman	Experiences of Racially Diverse Undergraduate Students	American Speech and Hearing Assoc.	11/18/22	\$225.00
Christopher Hughes	Principal Leadership Program	Kean University	10/12, 10/26, 11/30, & 12/14/22	\$650.00
Shane Miller	Principal Leadership Program	Kean University	10/12, 10/26, 11/30, & 12/14/22	\$650.00

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

<u>Date of Field Trip</u>	<u>Destination</u>	<u>Teachers</u>	<u>Cost of Trip</u>	<u>Cost Paid By</u>	<u>Estimated Cost of Transportation</u>	<u>Cost of Transportation paid by</u>	<u>Total Cost of Trip for SBJC</u>
11/17/22, 12/1/22, 12/14/22 & 12/22/22	SBJC Maywood	Kavanagh	\$0.00		\$38.40	SBJC	\$38.40
11/3/22, 11/30/22, 12/8/22 & 12/15/22	Retro Fitness	Kavanagh	\$0.00		\$17.60	SBJC	\$17.60
11/1/22, 11/15/22, 11/29/22, 12/5/22, & 12/19/22	Lodi Lanes	Kavanagh	\$0.00		\$19.50	SBJC	\$19.50

11/2/22 & 11/23/22	Westfield Garden State Plaza	Kavanagh	\$0.00		\$7.50	SBJC	\$7.50
11/9/22, 12/7/22 & 12/21/22	Ridgewood Downtown	Kavanagh			\$22.40	SBJC	\$22.40
12/2/22	Lodi Lanes	Moonachie/S. Hack/ Carlstadt Campuses	\$1,502.00	SBJC	\$842.64	SBJC	\$2,344.64
12/13/22	Lodi Lanes	Kavanagh	680.00	SBJC	\$222.26	SBJC	\$902.26

2j. Motion to approve the Budget Calendar for the 2023-24 budget preparation. (Attachment 2j)

Action taken:

Ayes: Mr. A. Albro, Dr. J. Albro, Mr. J. Chirichella, Mr. J. DeCorso, Dr. S. DeNobile, Ms. A. Evans, Mr. G. Giancaspro, Dr. M. Helfant, Mr. J. Hurley, Mr. D. Kennedy, Mr. J. Knipper, Ms. A. Sciacca, Mr. F. Scarafile, Dr. D. Sforza, Ms. D. Shanley, Dr. S Yurchak

Abstain: None

Nays: None

Absent: Mr. F. D'Amico

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, 2023 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 adjust the start date of the following personnel:

<u>Name</u>	<u>Position</u>	<u>From</u>	<u>To:</u>
Lauren Mensah	Para	11/02/2022	11/07/2022
Angela Spiroski	Para	10/1/2022	11/01/2022
Diana Ilkovski	Para	11/1/22	11/7/22

- 3c. Motion to approve the list of staff for after school home programming, services and evaluations.

<u>Name</u>	<u>Position</u>
Lintta Alex	Speech
Alyssa DeGuzman	Speech
Aylet Isaacs	Speech
Kristen Lombardi	Speech
Deborah Podwin	Speech
Claudia Salinas	OT
Kristina Spadavecchia	PT

- 3d. Motion to approve the salary adjustment for the following staff who have completed the requirements of the Teacher Salary / Paraprofessional guide. All documents have been provided.

<u>Name</u>	<u>Position</u>	<u>Degree/Certification</u>	<u>Adjusted Salary</u>	<u>Effective Date</u>
Colleen Kenney	Para	B.A. w/ Sub. Cert	\$27.19 hourly	11/1/2022

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

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Purpose</u>
Tracey Ismailovski	Teacher	12/21/22	Resignation
Lidia Stanek	Teacher	12/21/22	Resignation
Eleonora Shtajner Jovanovska	Para	11/19/22	Resignation
Valerie Dominguez	Para	1/1/23	Resignation
Karen Senario	Transportation Manager	3/1/23	Retirement
Courtney Kurtz	Para	11/16/22	Resignation

3f. Motion to approve the following students to complete clinical / student teaching /classroom observation hours at the South Bergen Jointure Commission as a requirement of their college.

<u>Name</u>	<u>College</u>
Nati Gomez	Seton Hall

3g. Motion to approve the change in position of Kristen Averna, Paraprofessional to Teacher of Students with Disabilities effective November 1, 2022 - June 30, 2023. Annual salary of \$57,845.00 is based on Step 1 B.A.+15 of the teacher's guide and will be prorated for the period worked. Also, approve the additional pay of \$983.72 for the period from October 20, 2022 - October 31, 2022 for the teacher duty performance.

3h. 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>
0601	Occupational Therapist	2/28/23-6/30/23
0270	Teacher	1/11/23 - 2/1/23
0311	Teacher	11/3/22-11/18/22

- 3i. 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 Dates</u>	<u>Salary/Step</u>
Johnson, Tyana	Para	11/16/22	\$17.28 / hour
Littlejohn, Tatianna	Para	11/9/22	\$21.60/hour or \$23.60 w/cert.
Spadavecchia, Kristina	Physical Therapist	12/5/22	\$75,000.00
Osamani, Rezarta	Para	12/5/22	\$17.28 / hour

- 3j. Motion to approve the following staff to be added to the substitute list for the 2022 - 2023 school year.

Olivia Conti
Valerie Dominguez

- 3k. Motion to rescind the appointment of Tara Goss, Teacher, effective date was 12/6/22.

- 3l. Motion to approve the appointment of the following personnel to coaching / assistant coaching positions for the 2022-2023 Winter Basketball season.

<u>Name</u>	<u>Position</u>	<u>Sport / Season</u>	<u>Stipend</u>
Regina Malz	Math Teacher	Head Coach Basketball - Winter	\$4,500.00 for season
Dave Johansen	Paraprofessional	Assistant Coach Basketball - Winter	\$2,000.00 for season

3m. Motion to approve the appointment of the following personnel to be substitute assistant coach for the 2022-2023 winter season at their hourly rate.

<u>Name</u>	<u>Position</u>	<u>Sport / Season</u>	<u>Stipend</u>
Matthew Sedita	Paraprofessional	Sub Assistant Coach - Winter	\$23.60 / hour
Nikhil Keys	Paraprofessional	Sub Assistant Coach - Winter	\$23.76 / hour

3n. Motion to approve Michelle Keim, Behaviorist to pursue her administrative certification.

3o. Motion to approve the Head Teacher positions and amounts for the 2022-2023 school year,

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Lyzette Grassi	Yoga Teacher	\$2,000.00

3p. Motion to approve the appointment of the following personnel.

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary/Step</u>
Laura Meola	Paraprofessional	December 15, 2022	\$21.60 / hour or \$23.60 w/ sub cert
Silvana Risteska	Paraprofessional Part-Time	December 15, 2022	\$21.60 / hour

3q. Motion to approve the change in position of Karianne Kacperowski, Paraprofessional to Teacher of Students with Disabilities effective December 1, 2022 - June 30, 2023. Annual salary of \$55,620.00 is based on Step 1 B.A. of the teacher’s guide and will be prorated for the period worked. Also, approve the additional pay of \$1,118.40 for the period from November 15, 2022 - November 30, 2022 for the teacher duty performance.

Action taken:

Ayes: Mr. A. Albro, Dr. J. Albro, Mr. J. Chirichella, Mr. J. DeCorso, Dr. S. DeNobile, Ms. A. Evans, Mr. G. Giancaspro, Dr. M. Helfant, Mr. J. Hurley, Mr. D. Kennedy, Mr. J. Knipper, Ms. A.Sciacca, Mr. F. Scarafile, Dr. D. Sforza, Ms. D. Shanley, Dr. S Yurchak

Abstain: Mr. J. Knipper 3i only

Nayes: None
Absent: Mr. F. D'Amico

4. POLICY:

- 4a. Motion to approve the updated Standard Operating Procedures and Internal Controls guide. (*First Reading*) (Attachment 4a)
- 4b. Motion to adopt the following Policies/Regulations/By Laws/Procedure (*Second Reading*) (Attachment 4b)

<u>Policies</u>	<u>Title</u>
2425	Emergency Virtual or Remote Instruction Program
<u>Regulations</u>	<u>Title</u>
2425	Emergency Virtual or Remote Instruction Program

Motion: Ms. Anna Sciacca
Seconded: Ms. Allison Evans

Action taken:

Ayes: Mr. A. Albro, Dr. J. Albro, Mr. J. Chirichella, Mr. J. DeCorso, Dr. S. DeNobile, Ms. A. Evans, Mr. G. Giancaspro, Dr. M. Helfant, Mr. J. Hurley, Mr. D. Kennedy, Mr. J. Knipper, Ms. A. Sciacca, Mr. F. Scarafile, Dr. D. Sforza, Ms. D. Shanley, Dr. S Yurchak
Abstain: None
Nayes: None
Absent: Mr. F. D'Amico

5. TRANSPORTATION:

Motion: Mr. James Hurley
Seconded: Dr. James Albro

- 5a. Motion to approve the attached 2022-2023 Quote Results Set 5 (Attachment 5a)
- 5b. Motion to approve the bid results for October 20, 2022, Special Education/Regular Student Transportation Services (Attachment 5b)

- 5c. Motion to approve the bid results for November 9, 2022, Special Education/Regular Student Transportation Services (Attachment 5c)
- 5d. Motion to approve the addendum for a second vehicle on Contract #RM23, Route # 5031A, R & May Bus Company was added effective October 4, 2022. Vehicle cost is \$400.00 per diem and aide \$65.00 per diem. Total route cost \$465.00.
- 5e. Motion to approve the addendum for the removal of an aide on Contract #J23D, Route # IN295, Joshua Tours was removed September 6, 2022. Vehicle cost is \$120 per diem and aide \$39.00 per diem. Total route cost \$120.00.
- 5f. Motion to approve the addendum for a second vehicle on Contract #SBJC, Route #5017-1, John Leckie Bus Company, effective September 26, 2022. Vehicle cost is \$274.99 per diem and aide \$45.00 per diem. Total route cost \$319.99.
- 5g. Motion to approve the Transfer Agreement Contract (Sale of Business) between AKA Transportation LLC, owner Abdalla M. Mohammed and Munni Begum, buyer as of October 28, 2022. The following contracts/routes have been transferred #5127, 5138, 5171, 5191, 5303, 5307, 5328, 5332, 5339, 5340, and AT305. Contract will be submitted to the County Office for approval with all required documentation.
- 5h. Motion to approve the withholding of payment on Route #5090, for John Leckie Bus Company, due to non-performance, breach of contract. Penalty of two times the daily rate in the amount of \$719.98 and will be deducted from the November payment.

Action Taken:

- Ayes: Mr. A. Albro, Dr. J. Albro, Mr. J. Chirichella, Mr. J. DeCorso, Dr. S. DeNobile, Ms. A. Evans, Mr. G. Giancaspro, Dr. M. Helfant, Mr. J. Hurley, Mr. D. Kennedy, Mr. J. Knipper, Ms. A.Sciacca, Mr. F. Scarafile, Dr. D. Sforza, Ms. D. Shanley, Dr. S Yurchak
- Abstain: None
- Nays: None
- Absent: Mr. F. D'Amico

6. FACILITIES AND PLANNING:

None

7. OLD BUSINESS

None

8. NEW BUSINESS:

None

9. DISCUSSION ITEMS:

None

10. FOOD SERVICE:

None

11. CURRICULUM:

None

12. INFORMATION ITEMS:

None

ADJOURNMENT:

Motion: Dr. James Albro
Seconded: Ms. Danielle Shanley

BE IT RESOLVED, that this meeting is adjourned at 10:08 AM.

Action Taken: Unanimous approval by voice vote

Susan Cucciniello
School Business Administrator

**SPECIAL ORDER OF BUSINESS
CLOSED MEETING TO PUBLIC ATTENDANCE**

November 22, 2022

Motion:
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on November 23, 2021 at 9:30 p.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated November 22, 2022. 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 22, 2021²
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: