

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

**REGULAR MEETING MINUTES
(Virtual)
February 28, 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-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.

The meeting was called to order at 10:00 am

ROLL CALL

Members Present: Mr. M. Albro, Dr. J. Albro, Mr. J. Chirichella, Dr. G. Cusmano, Mr. F. D'Amico, Mr. J. DeCorso, Dr. S. DeNobile, Ms. A. Evans, Mr. G. Giancaspro, Dr. M. Helfant, Mr. J. Hurley, Mr. D. Kennedy, Mr. J. Knipper, Mr. F. Scarafile, Dr. D. Sforza, Dr. S. Yurchack

Members Absent: Ms. D. Shanley

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

SUPERINTENDENT'S REPORT:

Dr. Kuchar updated the board on the status of the athletic programs, school events, and current district initiatives. Dr Kuchar also mentioned that we had 1 HIB case (not committed).

- Dr. Giovanni Cusmano (Garfield) and Mr. Frank D'Amico (Lodi) were sworn in as new Board Members.
- Dr. M. Helfant left the meeting at 10:23 am.

APPROVAL OF MINUTES:

Motion: Dr. James Albro
Seconded: Mr. Frank Scarafile

1. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Executive Session and Regular Meeting of January 24, 2023 be approved.

Action taken:

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

MEETING OPEN TO THE PUBLIC

None

REGULAR ORDER OF BUSINESS

2. FINANCE REPORT:

Motion: Mr. Damian Kennedy
Seconded: Mr. James Knipper

- 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)
- 2b. The Board accepts the Board Secretary's Report as of December 31st, 2022 and approves " Pursuant to NJAC 6:20-2A.10(E), certify that as of December 31st, 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 December 2022. (Attachment 2c)
- 2d. The Board approves the following resolution: "Pursuant to NJAC 6:20-2A.10(d), we certify that as of December 31, 2021, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a)."
- 2e. The January and February bills list below are approved (lists attached):

Bills Payable	\$4,380,953.47
Payroll/Transfers	\$2,006,339.58
Cafeteria Checks	\$ <u>18,036.11</u>
Total	\$6,405,329.16

2f. Motion to approve the transfers for the month of December 2022. (Attachment 2f)

2g. BE IT RESOLVED that the South Bergen Jointure Commission hereby approves the final 2023-2024 budget as follows: (Attachment 2g)

Current General Expense (Fund 11)	\$63,276,875
Total Expenditures/Appropriations	\$63,276,875

2h. Motion to approve \$106,700 as the maximum travel budget for the 2023-2024 school year. This amount includes reimbursements for conferences, professional development workshops, regular school travel, meals and mileage for conferences/workshops, as well as any other associated costs for school related travel events. The year to date (to January 2023) travel expenditures for the 2022-2023 school year are \$39,535.

2i. Motion to approve the attached Agreement for Licensing and Maintenance for purchasing through the Educational Data Cooperative Pricing System for the 2023-24 school year at the cost of \$1,205. (Attachment 2i)

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

Name	Workshop	Workshop Provider	Date(s)	Cost
Hughes, Christopher	NJASA Residency Program Workshop	NJASA	11/17/22, 12/12/22 & 1/19/23	\$2,500.00
Weiss, Kelie	Embracing the Whole Child	Council for Exceptional Children	3/13/23	\$160.00

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

Date of Field Trip	Destination	Teachers	Estimated Cost of Transportation	Cost of Transportation paid by	Total Cost of Trip for SBJC
2/2/23	Rutherford District	Kavanagh	\$4.40	SBJC	\$4.40
2/1, 2/15 & 2/23/23	Maywood Campus	Kavanagh	\$28.80	SBJC	\$28.80

2/7 & 2/14	Retro Fitness	Kavanagh	\$8.80	SBJC	\$8.80
2/9, 2/22	Ridgewood District	Kavanagh	\$11.20	SBJC	\$11.20
2/16/23	Westfield Garden State Plaza	Kavanagh	\$3.00	SBJC	\$3.00
2/27/23	Lodi Lanes	Kavanagh	\$4.50	SBJC	\$4.50

- 2l. Motion to approve the Stable Life Program visits for our students as per the attached agreement for a total cost of \$6,000. (Attachment 2l)
- 2m. Motion to approve the contract with Rutgers Douglass Developmental Disabilities Center for professional development on March 20, 2023 at a cost of \$825.00. (Attachment 2m)
- 2n. Motion to approve the contract with Rutgers Douglass Developmental Disabilities Center for professional evaluation on March 10 and March 13, 2023 at a cost of \$6,700. (Attachment 2n)

Action taken:

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

3. PERSONNEL:

- Motion: Mr. John Hurley
- Seconded: Mr. Frank Scarafile

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 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>
Toci, Angela	Part-Time Paraprofessional	2/27/23	\$17.28 / hour
McKeon, David	Teacher	2/22/23	\$65,795.00 BA/Step 11
Lisciandrello, Rita	Paraprofessional	2/1/23	\$21.60 / hour
Artola, Emily	Paraprofessional	3/1/23	\$20.52 / hour
Singh, Tracy	Transportation Clerk	3/1/23	\$50,985.00
Giordano, Grace	Paraprofessional	3/1/23	\$17.28 / hour or \$18.28 w/cert.
Pietronico, Tina	Paraprofessional	3/6/23	\$20.52 / hour or \$21.52 w/ cert.
Binetti, Gianna	Paraprofessional	3/6/23	\$20.52 / hour or \$21.52 w/ cert.
Regen, Charles	Paraprofessional	3/1/23	\$20.52 . hour or \$21.52 w/ cert.
Reimon, Judith	Paraprofessional	3/15/23	\$20.52 / hour or

			\$21.52 w/ cert.
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**Paraprofessional rate is contingent upon receipt of proof of certification. If proof is not provided, the rate of pay will change.*

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

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Purpose</u>
Castellitto, Tara	Paraprofessional	2/1/23	resignation
Johnson, Mary Ann	Paraprofessional	1/27/23	resignation
Wynn, Chante	Paraprofessional	3/16/23	resignation
Catherina, Barbara	Paraprofessional	8/1/23	retirement
Sanchez, Anthony	Speech Therapist	4/1/23	resignation
Luna, Tanisha	Paraprofessional	3/4/23	resignation
Sanchez, Daysi	Paraprofessional	3/7/23	resignation
Albonico, Nina	Paraprofessional	4/1/23	resignation

3d. 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>
0586	Teacher	4/3/23-5/8/23
0934	Paraprofessional	adjust 12/15/22 - 3/17/23
0601	Occupational Therapist	adjust 1/30/23 - 6/6/23
0132	Teacher	2/7/23-2/28/23
0869	Paraprofessional	6/13/23 - 11/23/23
0822	Physical Therapist	9/1/23 - 11/23/23

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

Kelly Scala
Daniel Russo

- 3f. Motion to approve the change in position of Julie Aversa, Paraprofessional to Teacher of Students with Disabilities effective February 1, 2023 - June 30, 2023. Annual salary of \$56,120.00 is based on Step 2 B.A. of the teacher’s guide and will be prorated for the period worked.
- 3g. Motion to approve Marie Bridge, School Nurse to be paid an additional \$600.00 for the month of January 2023 for Nurse Supervisor for South Hackensack.
- 3h. Motion to adjust the start date of the following personnel:

<u>Name</u>	<u>Position</u>	<u>From</u>	<u>To:</u>
DeSousa, Jussaria	Paraprofessional	2/15/23	2/22/23

- 3i. Motion to rescind the appointment of Govinda Diaz, Paraprofessional.
- 3j. Motion to approve the salary adjustment for the following staff who have completed the requirements of the Teacher Salary / Paraprofessional guide, effective February 15, 2023

All documents have been provided.

<u>Name</u>	<u>Position</u>	<u>Degree/Certification</u>	<u>Adjusted Salary</u>
Koka, Matilda	Para	Non-Degree to BA	\$21.60 / hour
McKnight, Dana	Para	Received Sub Certificate	\$21.52 / hour effective 2/1/23

- 3k. Motion to approve the attached job description for the following:(Attachment 3k)

District Technology Support
Long Term Substitute

- 3l. Motion to approve the change in position of Megan Lorfink, Paraprofessional to Teacher of Students with Disabilities effective March 1, 2023 - June 30, 2023. Annual salary of \$56,620.00 is based on Step 3 B.A. of the teacher’s guide and will be prorated for the period worked. Also, approve the additional pay of \$1,405.40 for the period from February 10, 2023 - February 28, 2023 for the teacher duty performance.

Action taken:

Ayes: Mr. A. Albro, Dr. J. Albro, Mr. J. Chirichella, Mr. J. Hurley, Mr. F. D’Amico, Dr. S. DeNobile, Ms. A. Evans, Mr. G. Giancaspro, Mr. J. DeCorso, Mr. D.

Kennedy. Mr. J. Knipper, Mr. F. Scarafile, Dr. D. Sforza, Dr. S. Yurchak
 Abstain: Dr. G. Cusmano
 Nays: None
 Absent: Dr. M. Helfant, Ms. D. Shanley

3. PERSONNEL ADDENDUM:

Motion: Mr. John Hurley
 Seconded: Mr. Damian Kennedy

- 3m. Motion to approve Megan Beiermeister, Teacher to take Educational Administration Master’s classes.
- 3n. Motion to approve the appointment of Dr. Mark Hayes as a Part Time Personnel Management Coordinator 3 days per week from March 1, 2023 - June 30, 2023 at the per diem rate of \$500.00 per day.
- 3o. Motion to approve the payout to Karen Senario, Transportation Manager for her 4 remaining vacation days

Action taken:

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

4. POLICY:

Motion: Dr. Giovanni Cusmano
 Seconded: Mr. Frank Scarafile

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

Policies	Title
P 0152	Board Officers (Revised)
P 0161	Call, Adjournment, and Cancellation (Revised)
P 0162	Notice of Board Meetings (Revised)
P 2423	Bilingual and ESL Education (Revised)
R 2423	Bilingual and ESL Education (Revised)

P 8140	Student Enrollments (M) (Revised)
R 8140	Enrollment Accounting (M) (Revised)
P 8330	Student Records (M) (Revised)
R 8330	Student Records (M) (Revised)
R 8420.2	Bomb Threats (M) (Revised)
R 8420.7	Lockdown Procedures (M) (Revised)
R 8420.10	Active Shooter (M) (Revised)

4b. Motion to adopt the July 2023 Extended School Year Calendar (Attachment 4b).

Action taken:

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

Abstain: Dr. G. Cusmano

Nays: None

Absent: Dr. M. Helfant, Ms. D. Shanley

- Mr. Frank Scarafile left the meeting at 10:42 am.

5. TRANSPORTATION:

Motion: Dr. James Albro

Seconded: Mr. Damian Kennedy

- 5a. Motion to approve the attached 2022-2023 Quote Results Set 8 (Attachment 5a).
- 5b. Motion to approve the bid results for February 15, 2023, Special Education /Regular Student Transportation Services (Attachment 5b).
- 5c. Motion to approve the withholding of payment on Route #5290 for Safeguard Transportation, failure to provide a bus aide as contracted. Penalty of two times the daily rate of \$197.00, total amount of \$696.00 will be deducted from the January payment.
- 5d. Motion to approve the withholding of payment on Route #5218 for NJ Transportation, due to failure to provide a CDL licensed school bus driver as contracted. Penalty of two times the daily rate of \$444.00, total amount of \$888.00 will be deducted from the January payment. This route is canceled.

- 5e. Motion to approve the addendum for a second vehicle on Contract #R080521-1, Route #IN317A, Mayor Transportation was added effective January 11, 2023. Vehicle cost is 319.00 per diem and aide \$80.00 per diem Total route cost \$399.00.

Action taken:

Ayes: Mr. A. Albro, Dr. J. Albro, Mr. J. Chirichella, Dr. G. Cusmano
Mr. J. Hurley, Mr. F. D'Amico, Dr. S. DeNobile, Ms. A. Evans, Mr. G.
Giancaspro, Mr. J. DeCorso, Mr. D. Kennedy, Mr. J. Knipper, Dr. D. Sforza,
Dr. S. Yurchak

Abstain: None

Nayes: None

Absent: Dr. M. Helfant, Mr. F. Scarafale, Ms. D. Shanley

6. FACILITIES AND PLANNING:

Motion: Dr. Sue DeNobile

Seconded: Mr. James Knipper

6a. **RESOLUTION**

WHEREAS, on June 23, 2022, the South Bergen Jointure Commission ("SBJC") entered into an agreement of sale with FREBL, LLC for the purchase of property located at 696 Route 46 West, Teterboro, New Jersey;

WHEREAS, the parties entered into an amendment to the agreement of sale which reflects a revised purchase price and closing date; and

WHEREAS, due to the delay in receiving approval from the Teterboro Planning Board on the SBJC's application for a use variance, there is need to revise the timelines in the parties' Agreement of Sale;

BE IT RESOLVED that the SBJC approves the Second Amendment to Agreement of Sale for the purchase of property with FREBL, LLC which revises the Approvals Contingency and closing dates to the dates set forth in the Second Amendment.

Action taken:

Ayes: Mr. A. Albro, Dr. J. Albro, Mr. J. Chirichella, Dr. G. Cusmano
Mr. J. Hurley, Mr. F. D'Amico, Dr. S. DeNobile, Ms. A. Evans, Mr. G.
Giancaspro, Mr. J. DeCorso, Mr. D. Kennedy, Mr. J. Knipper, Dr. D. Sforza,
Dr. S. Yurchak

Abstain: None

Nayes: None

Absent: Dr. M. Helfant, Mr. F. Scarafale, Ms. D. Shanley

7. OLD BUSINESS:

None

8. NEW BUSINESS:

None

9. DISCUSSION ITEMS:

None

10. FOOD SERVICE:

None

11. CURRICULUM:

Motion: Mr. Anthony Albro

Seconded: Mr. John Hurley

11a. Motion to approve the Report of Harassment, Intimidation and Bullying Investigations, Trainings and Programs Data Collection for the period July 1, 2021 - December 31, 2022 (Attachment 11a)

11b. Motion to approve the Drivers Education course and course description. (Attachment 11b)

Action Taken:

Ayes: Mr. A. Albro, Dr. J. Albro, Mr. J. Chirichella, Dr. G. Cusmano
Mr. J. Hurley, Mr. F. D'Amico, Dr. S. DeNobile, Ms. A. Evans, Mr. G. Giancaspro, Mr. J. DeCorso, Mr. D. Kennedy, Mr. J. Knipper, Dr. D. Sforza, Dr. S. Yurchak

Abstain: None

Nays: None

Absent: Dr. M. Helfant, Mr. F. Scarafile, Ms. D. Shanley

12. INFORMATION ITEMS:

- Dr. Albro reminded the Board of the March 16, 2023 BCASA Meeting at 1:00 pm at Biagios. The Commissioner of Education will be attending. Dr. Albro asked that all that can attend to please come.
- Mr. Giancaspro said that they need student performers at the Teacher Recognition Luncheon on May 25, 2023. Please send the information to Mr. Frank Scarafile if your district is interested to apply. They will be picking one district to perform at the event.

ADJOURNMENT:

Motion: Dr. Sue DeNobile

Seconded: Mr. John Hurley

BE IT RESOLVED, that this meeting is adjourned at 10:45 am

Action Taken: Unanimous approval by voice vote.

Ms. Susan Cucciniello
Business Administrator/Board Secretary

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

February 28, 2023

Motion:
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on February 28, 2023 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated February 28, 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 _____.

Special Order of Business

Adjournment

Motion:
Seconded:

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

Action taken: