

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

**REGULAR MEETING MINUTES**  
**October 26th, 2021**

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 9:30 a.m.

ROLL CALL

Members Present: Mr. Albro, Dr. Albro, Mr. Chirichella, Mr. DeCorso, Dr. DeNobile, Ms. Evans, Mr. Giancaspro, Dr. Helfant, Mr. Hurley, Mr. Kennedy, Mr. Knipper, Mr. Scarafile, Ms. Sciacca, Ms. Shanley, Dr. Sforza and Dr. Yurchak.

Members Absent: Dr. Petty

Also Present: Dr. Michael Kuchar, Superintendent of Schools and Mr. Kenneth Sheldon, Assistant Business Administrator.

**SUPERINTENDENT'S REPORT**

HIB

Updated District Enrollment for 2021-2022

- Dr. Michael Kuchar updated the Board on the ongoing status of the district's programs.
- Dr. Kennedy updated the Board on the school security improvement.

**APPROVAL OF MINUTES:**

Motion: Mr. Frank Scarafile  
Seconded: Ms. Anna Sciacca

1. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Executive Session and Regular Meeting of September 21, 2021 be approved.

Action taken: Unanimously approved by voice vote.

**MEETING OPEN TO THE PUBLIC**

No public present.

**REGULAR ORDER OF BUSINESS**

**2. FINANCE REPORT:**

Motion: Mr. Frank Scarafile  
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, 2e)
- 2b. The Board accepted the Board Secretary's Report as of August 31st, 2021 and approves " Pursuant to NJAC 6:20-2A.10(E), certify that as of August 31<sup>st</sup>, 2021 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 accepted the financial report of the Treasurer of School Monies for the month of August 2021. (Attachment 2c)
- 2d. The Board approved the following resolution: "Pursuant to NJAC 6:20-2A.10(d), we certify that as of August 31st, 2019, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a)."
- 2e. The September and October bills list below are approved (lists attached):

Bills Payable	\$3,381,481.60
Payroll/Manual Check	\$1,897,444.60
Cafeteria Checks	<u>\$ 17,822.18</u>
<b>Total</b>	<b>\$5,296,748.38</b>

- 2f. Motioned to approve the transfers for the month of August 2021. (Attachment 2f)
- 2g. Motioned to approve the contract with Rutgers Douglass Developmental Disabilities Center for professional development on November 2, 2021 at a cost of \$1,550.00. (Attachment 2g)
- 2h. Approved the partnership with A Stable Life at Bergen Equestrian Center. This will provide prevention education to our students. (Attachment 2h)
- 2i. Approved the attached list of Professional Days with cost. (Attachment 2i)

Action Taken:

- Ayes: Mr. Albro, Dr. Albro, Mr. Chirichella, Mr. DeCorso, Dr. DeNobile, Ms. Evans, Mr. Giancaspro, Dr. Helfant, Mr. Hurley, Mr. Kennedy, Mr. Knipper, Mr. Scarafile, Ms. Sciacca, Ms. Shanley, Dr. Sforza and Dr. Yurchak.
- Abstain: None
- Nays: None
- Absent: Dr. Petty

**3. PERSONNEL:**

- Motion: Ms. Anna Sciacca
- Seconded: Dr. Matthew Helfant

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, 2022. All employments are approved to be paid additional compensation for the Clubs and Activities Program, Home Programming and Parent Training Home Program, Office Support and Home Instruction on an as-needed basis.

- 3a. Motioned to approve the attached additional pay for services rendered as indicated. (Attachment 3a)
- 3b. Adjusted the leave of absence for Employee ID#1000 from May 21, 2021 through October 8, 2021 using days in accordance with the individual agreement with the Board and utilizing the FMLA and/or NJFLA leave entitlement.
- 3c. Accepted the resignation of Andrea Vallario, Paraprofessional effective October 9, 2021.
- 3d. Approved the salary adjustment for Nancy Imperatore, Teacher, from \$75,560.00 MA +15 to \$79,135.00 MA+30 effective September 1, 2021. All requirements of the Teacher Salary guide has been met.
- 3e. Approved the campus transfers for staff members for the 2021-2022 school year, per the attached list, based on the teacher's contract. (Attachment 3d).
- 3f. Approved the adjusted start date of Susan Mezzina, Paraprofessional from October 1, 2021 to September 17, 2021.
- 3g. Approved the adjusted resignation of Jaclyn Lynyak, Paraprofessional from 10/31/21 to October 1, 2021.
- 3h. Accepted the resignation of Haydy Noufal, Paraprofessional effective October 16, 2021.
- 3i. Approved the rescinded resignation of Tetyana Duggan, School Nurse which was effective October 9, 2021.
- 3j. Approved the following staff for after school home programming, services and Evaluations.

Ifeyanyi Okereke - Paraprofessional
- 3k. Accepted the resignation of Christina Meyers, Paraprofessional effective October 1, 2021.
- 3l. Accepted the resignation of Bertice Garrett, Paraprofessional effective October 23, 2021.

- 3m. Approved the leave of absence for Employee ID#0991 from January 3, 2022 through May 3, 2022, using days in accordance with the individual agreement with the Board and utilizing the FMLA and/or NJFLA leave entitlement.
- 3n. Approved the leave of absence for Employee ID#0451 from January 22, 2022 through April 5, 2022, using days in accordance with the individual agreement with the Board and utilizing the FMLA and/or NJFLA leave entitlement.
- 3o. Approved the leave of absence for Employee ID#1117 from March 23, 2022 through June 20, 2022, using days in accordance with the individual agreement with the Board and utilizing the FMLA and/or NJFLA leave entitlement.
- 3p. Approved the appointment of Mr. Julian Alvarez, as a paraprofessional, at the hour rate of \$22.00 which is based on the Paraprofessional Index B.A. with substitute certificate effective October 21, 2021 - June 30, 2022.
- 3q. Accepted the resignation of Anna Zdunek-Zieba, Paraprofessional effective October 9, 2021.
- 3r. Approved the appointment of Mr. Anthony Sanchez, a Speech Therapist, effective October 18, 2021 - June 30, 2022. Annual salary of \$61,560.00 will be prorated for the period worked.
- 3s. Approved the appointment of Ms. Glenda Menes, as a paraprofessional, at the hourly rate of \$20.00 which is based on the Paraprofessional Index A.A. with substitute certificate effective November 1, 2021 - June 30, 2022.
- 3t. Approved the appointment of Ms. Natasha Ishak, as a paraprofessional, at the hourly rate of \$20.00 which is based on the Paraprofessional Index A.A. with substitute certificate effective November 8, 2021 - June 30, 2022.
- 3u. Adjusted the start date of Mr. Daniel Kuzmenka, Paraprofessional from October 1, 2021 to October 18, 2021.
- 3v. Adjusted the start date of Ms. Tara Castellitto, Paraprofessional from October 1, 2021 to October 18, 2021.
- 3w. Adjusted the start date of Mr. Kenneth Ayello, Paraprofessional from September 1, 2021 to October 12, 2021.
- 3x. Approved the appointment of Mr. Christopher Winn, as a BCBA Behaviorist, at the annual salary of \$81,180.00 effective December 1, 2021 - June 30, 2022.

- 3y. Approved Breanna Nazzaro to be added to the substitute list for the 2021-2022 school year.
- 3z. Approved the appointment of Ms. Stella Nwadinma as a Paraprofessional, at the Hourly rate of \$22.00 which is based on the Paraprofessional Index B.A. with substitute certificate effective November 1, 2021 - June 30, 2022.
- 3aa. Approved the appointment of Ms. Jeanette Molina as a Paraprofessional, at the hourly rate of \$20.00 which is based on the Paraprofessional Index A.A. with substitute certificate effective November 1, 2021 - June 30, 2022.
- 3bb. Approved the appointment of Ms. Maya Legette as a Paraprofessional, at the hourly rate of \$20.00 which is based on the Paraprofessional Index A.A. with substitute certificate effective November 1, 2021 - June 30, 2022.
- 3cc. Approved the appointment of Ms. Susan Preefer as a Paraprofessional, at the hourly rate of \$22.00 which is based on the Paraprofessional Index B.A. with substitute certificate effective November 8, 2021 - June 30, 2022.
- 3dd. Approved the appointment of Ms. Cira Avecillas as a Paraprofessional, at the hourly rate of \$20.00 which is based on the Paraprofessional Index A.A. with substitute certificate effective November 1, 2021 - June 30, 2022
- 3ee. Approved Aidee Vasquez to be added to the substitute list for the 2021-2022 school year and effective January 1, 2022 - June 30, 2022 move to a full time Paraprofessional at the hourly rate of \$22.00 which is based on the Paraprofessional Index B.A. with a substitute certificate.
- 3ff. Accepted the resignation of Athena Mathis, Paraprofessional effective October 20, 2021.
- 3gg. Approved the 2021-2022 SBJC Employee Handbook (Second Reading ) (Attachment 3gg)
- 3hh. Accepted the resignation of Carrie Logerfo, Paraprofessional effective November 20, 2021.
- 3ii. Approved the appointment of Mr. Joseph Marszalek, Teacher, as head bowling coach for the Winter 2021 season at the Stipend rate of \$4,500.00 for the season.
- 3jj. Approved the appointment of Mr. Gandhi Desrosiers, Paraprofessional, as assistant bowling coach for the Winter 2021 season at the Stipend rate of \$2,000.00 for the season.

- 3kk. Approved the change of contract for Mr. Shane Miller, Coordinator of Steam and Special Projects, from twelve month employee to the Administrators Contract effective October 26, 2021 with no change in salary. All requirements for administrative certification have been met.
- 3ll. Accepted the resignation of Ms. Kerin Roche, Paraprofessional, effective November 20, 2021.
- 3mm. Accepted the resignation of Ms. Patricia Kose, Paraprofessional effective, January 1, 2022. Approve Ms. Patricia Kose as a substitute for the 2021-2022 school year.
- 3nn. Approved the appointment of Ms. Johanny Jimenez Bosch as a School Social Worker, effective November 15, 2021 - June 30, 2022. Annual salary of \$64,160.00 will be prorated for the period worked.
- 3oo. Approved the appointment of Ms. Marisa Whelan as a (.6) School Social Worker, effective November 15, 2021 - June 30, 2022. Annual salary of \$35,736. will be prorated for the period worked.
- 3pp. Adjusted the start date of Tanisha Luna, Paraprofessional from October 1, 2021 to October 18, 2021.
- 3qq. Approved the appointment of Ms. Karina Toro-Guillen as a Paraprofessional, at the hourly rate of \$22.00 which is based on the Paraprofessional Index B.A. with substitute certificate effective November 10, 2021 - June 30, 2022
- 3rr. Approved the appointment of Ms. Lauren Downey as a Paraprofessional, at the hourly rate of \$23.76 which is based on the Paraprofessional Index B.A. with substitute certificate effective November 1, 2021 - June 30, 2022.
- 3ss. Approved the appointment of Ms. Rianna Volpe as an Elementary Teacher of Students with Disabilities effective November 1, 2021 - June 30, 2022. Annual Salary of \$59,560.00 based on Step 1 M.A. of the teacher guide and will be prorated for the period worked.
- 3tt. Accepted the resignation of Kim Scanapieco, Health Aide, effective November 24, 2021.
- 3uu. Accepted the resignation of Stephanie Jackson, Paraprofessional effective October 18, 2021.
- 3vv. Approved the leave of absence for Employee ID#0822 from January 31, 2022 through June 30, 2022, using days in accordance with the individual agreement with the Board and utilizing the FMLA and/or NJFLA leave

entitlement.

3ww. Approved the appointment of Dennis Smith as a Paraprofessional, at the hourly rate of \$22.00 which is based on the Paraprofessional Index B.A. with substitute certificate effective November 15, 2021 - June 30, 2022.

3xx. Approved the position of Yoga, Breathing and Mindfulness teacher.

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

Action taken:

Ayes: Mr. Albro, Dr. Albro, Mr. Chirichella, Mr. DeCorso, Dr. DeNobile, Ms. Evans, Mr. Giancaspro, Dr. Helfant, Mr. Hurley, Mr. Kennedy, Mr. Knipper, Mr. Scarafile, Ms. Sciacca, Ms. Shanley, Dr. Sforza and Dr. Yurchak.

Abstain: None

Nays: None

Absent: Dr. Petty

#### **4. POLICY:**

Motion: Mr. Damian Kennedy

Seconded: Mr. John Hurley

4a. Adopted the following Policies/Regulations/By Laws/Procedure (Second Reading):  
(Attachment 4a)

#### **Revised/Added**

Policy #0131 Bylaws, Policies, and Regulations (Revised)

Policy #1643 Family Leave

Policy #2422 Comprehensive Health and Physical Education (M) (Revised)

Policy #2467 Surrogate Parents and Resource Family Parents (M) (Revised)

Policy #3134 Assignment of Extra Duties (Revised)

Policy #3142 Nonrenewal of Nontenured Teaching Staff Member (Revised)

Regulation #3142 Nonrenewal of Nontenured Teaching Staff Member (Revised)

Policy #3221 Evaluation of Teachers (M) (Revised)

Regulation #3221 Evaluation of Teachers (M) (Revised)

Policy #3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators

(M) (Revised)

Regulation #3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators



(M) (Revised)

Policy #3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)

Regulation #3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)

Policy #3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)

Regulation #3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)

Policy #4146 Nonrenewal of Nontenured Support Staff Member (Revised)

Regulation #4146 Nonrenewal of Nontenured Support Staff Member (Revised)

Policy #5116 Education of Homeless Children (Revised)

Policy #6471 School District Travel (M) (Revised)

Regulation #6471 School District Travel (M) (Revised)

Policy #7432 Eye Protection (M) (Revised)

Regulation #7432 Eye Protection (M) (Revised)

Policy #8420 Emergency and Crisis Situations (M) (Revised)

Regulation #8420.1 Fire and Fire Drills (M) (Revised)

Policy #8540 School Nutrition Programs (M) (Revised)

Policy #8550 Meal Charges/Outstanding Food Service Bill (M) (Revised)

Policy #8561 Procurement Procedures for School Nutrition Programs (M) (Revised)

**Abolished**

Policy #1649 Federal Families First Coronavirus (COVID-19) Response Act (Abolished)

Policy #3431.1 Family Leave (Abolished)

Policy #4431.1 Family Leave (Abolished)

Policy #3431.3 New Jersey Family Leave Insurance Program (Abolished)

Policy #4431.3 New Jersey Family Leave Insurance Program (Abolished)

Policy #5114 Children Displaced by Domestic Violence

Policy #7430 School Safety

Regulation #7430 School Safety

Policy #8810 Religious Holidays

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

**Adoption (First Reading)**

Policy #1648.13      School Employee Vaccination Requirements  
Policy #2425      Emergency Virtual or Remote Instruction Program  
Regulation #5600      Student Discipline/Code of Conduct

**Abolish (First Reading)**

Policy #2425      Physical Education (replaced with Policy #2422)

- 4c.      Approved the revised Field Trip list for the 2021-2022 school year.  
            (Attachment 4c)
  
- 4d .     Approved the Uniform State Memorandum of Agreement between Education and  
            Law Enforcement Officials for the 2021-2022 School Year.

Action taken:

Ayes:            Mr. Albro, Dr. Albro, Mr. Chirichella, Mr. DeCorso, Dr. DeNobile,  
                     Ms. Evans, Mr. Giancaspro, Dr. Helfant, Mr. Hurley, Mr. Kennedy,  
                     Mr. Knipper, Mr. Scarafile, Ms. Sciacca, Ms. Shanley, Dr. Sforza and  
                     Dr. Yurchak.  
Abstain:        None  
Nays:            None  
Absent:         Dr. Petty

**5. TRANSPORTATION:**

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

- 5a.      Motioned to approve the attached 2021-2022 Quote Results Set 2 (Attachment 5a)

Action Taken:

Ayes:            Mr. Albro, Dr. Albro, Mr. Chirichella, Mr. DeCorso, Dr. DeNobile,  
                     Ms. Evans, Mr. Giancaspro, Dr. Helfant, Mr. Hurley, Mr. Kennedy,  
                     Mr. Knipper, Mr. Scarafile, Ms. Sciacca, Ms. Shanley, Dr. Sforza and  
                     Dr. Yurchak.  
Abstain:        None  
Nays:            None  
Absent:         Dr. Petty

**6. FACILITIES AND PLANNING:**

None

**7. OLD BUSINESS:**

**8. NEW BUSINESS:**

None

**9. DISCUSSION ITEMS:**

**10. FOOD SERVICE:**

Motion: Mr. John Hurley  
Seconded: Ms. Anna Sciacca

- 10a. Motioned to approve the vended meals agreement between the Lyndhurst School District and the South Bergen Jointure Commission for vended meals for the 2021-2022 school year at the following cost:

Breakfast - \$2.25  
Lunch - \$3.75

Action Taken:

Ayes: Mr. Albro, Dr. Albro, Mr. Chirichella, Mr. DeCorso, Dr. DeNobile, Ms. Evans, Mr. Giancaspro, Dr. Helfant, Mr. Hurley, Mr. Kennedy, Mr. Knipper, Mr. Scarafile, Ms. Sciacca, Ms. Shanley, Dr. Sforza and Dr. Yurchak.

Abstain: None  
Nays: None  
Absent: Dr. Petty

**11. CURRICULUM:**

Motion: Mr. Anthony Albro  
Seconded: Mr. Damian Kennedy

- 11a. Approved the attached Emergency Virtual or Remote Instruction Program for the 2021-2022 school year. (Attachment 11a)

Action Taken:

Ayes: Mr. Albro, Dr. Albro, Mr. Chirichella, Mr. DeCorso, Dr. DeNobile, Ms. Evans, Mr. Giancaspro, Dr. Helfant, Mr. Hurley, Mr. Kennedy, Mr. Knipper, Mr. Scarafile, Ms. Sciacca, Ms. Shanley, Dr. Sforza and Dr. Yurchak.

Abstain: None  
Nays: None  
Absent: Dr. Petty

**12. INFORMATION ITEMS:**

None

**ADJOURNMENT:**

Motion: Mr. Damian Kennedy

Seconded: Mr. Frank Scarafilo

BE IT RESOLVED, that this meeting is adjourned at 9:52 a.m.

Motioned to go into closed session.

Motion: Dr. James Albro

Seconded: Mr. Frank Scarafilo

Action Taken: Unanimously approved by voice vote.

Mr. Kenneth Sheldon  
Assistant Business Administrator

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

**October 26th, 2021**

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

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on October 26th, 2021 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated October 26th, 2021. 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: Unanimously approved by voice vote.

**SOUTH BERGEN JOINTURE COMMISSION  
CLOSED - MONTHLY MEETING MINUTES**

October 26th, 2021

Meeting Opened at 9:53 a.m.

Members Present: Mr. Albro, Dr. Albro, Mr. Chirichella, Dr. DeNobile, Ms. Evans, Mr. Giancaspro, Dr. Helfant, Mr. Hurley, Mr. Kennedy, Mr. Knipper, Mr. Scarafile, Ms. Sciacca, Ms. Shanley, Dr. Sforza and Dr. Yurchak.

Members Absent: Dr. Petty

Also Present: Dr. Michael Kuchar, Superintendent of Schools and Mr. Kenneth Sheldon, Assistant Business Administrator.

Special Order of Business

**Adjournment**

Motion: Mr. Frank Scarafile  
Seconded: Mr. Damian Kennedy

BE IT RESOLVED, that this closed session is adjourned at 9:55 a.m.

Action taken: Unanimously approved by voice vote.