

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

**REGULAR MEETING MINUTES (Virtual)**  
**August 25, 2020**

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.

Meeting Opened at **9:32 a.m.**

ROLL CALL

Members Present: Mr. Albro, Mr. Cipriano, Mr. Giancaspro, Mr. Kennedy, Mr. Kollinok, Mr. Knipper, Dr. Petty, Ms. Sciacca, Dr. Sforza and Mr. Scarafile.

Members Absent: Mr. Chirichella, Mr. Grieco, Dr. Helfant, Mr. Hurley and Dr. Yurchak.

Also Present: Dr. Michael Kuchar, Superintendent of Schools, Ms. Susan Cucciniello, Business Administrator/Board Secretary.

SUPERINTENDENT'S REPORT

Dr. Kuchar presented the reopening plan that is currently in place and updated the Board on the district's status and plans.

- Mr. Grieco arrived at 9:39 during the Superintendent's report.

APPROVAL OF MINUTES:

Motion: Mr. Giovanni Giancaspro

Seconded: Mr. Frank Scarafile

1. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Meeting of July 24, 2020 be approved.

2. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Meeting August 20, 2020 be approved.

Action taken:

Ayes: Mr. Albro, Mr. Cipriano, Mr. Giancaspro, Mr. Grieco, Mr. Kennedy, Mr. Kollinok, Mr. Knipper, Dr. Petty, Ms. Sciacca, Dr. Sforza and Mr. Scarafile.

Abstain: None

Nayes: None

Absent: Mr. Chirichella, Dr. Helfant, Mr. Hurley and Dr. Yurchak.

## **MEETING OPEN TO THE PUBLIC**

Ms. Forte addressed the Board and thanked us for all of our hard work planning for our schools' reopening and wished us luck.

## **REGULAR ORDER OF BUSINESS**

### **2. FINANCE REPORT:**

Motion: Mr. Frank Scarafile

Seconded: Mr. Damian Kennedy

- 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 accepted the Board Secretary's Report as of May 31, 2020 and approves "Pursuant to NJAC 6:20-2A.10 (E), certify that as of May 31, 2020 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 Board Secretary's Report as of June 30, 2020 and approves "Pursuant to NJAC 6:20-2A.10 (E), certify that as of June 30, 2020 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 accepted the financial report of the Treasurer of School Monies for the month of May 2020. (Attachment 2d)

- 2e. The Board accepted the financial report of the Treasurer of School Monies for the month of June 2020. (Attachment 2e)
- 2f. The Board approved the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of May 31, 2019, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a).”
- 2g. The Board approved the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of June 30, 2019, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a).”
- 2h. The June/July/August bill list below is approved (lists attached):

Bills Payable	\$1,642,999.64
Payroll/Transfers	\$ 610,2389.35
Cafeteria Checks	<u>\$ 1,598.52</u>
<b>Total</b>	<b>\$2,254,887.51</b>

- 2i. Motioned to approve the transfers for the month of May 2020. (Attachment 2i)
- 2j. Motioned to approve the transfers for the month of June 2020. (Attachment 2j)
- 2k. Motioned to approve the Agreement with the Cumberland Therapy Services dba Stepping Stones Group to provide staffing services to the SBJC for Related Services. (Attachment 2k)

Action taken:

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

**3. PERSONNEL:**

- Motion: Mr. Anthony Grieco
- 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, 2021 through July 31, 2021. 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. Approved the following staff from the Lodi MS/HS Campus to serve as transition coaches for the 2020-2021 school year. Each of these staff members will supervise students when at job locations.

Tai Frazier	Maria Alarcon
Charyse Gentile	Laura Mera
Kathy Sutphin	Francine Pucciarelli
Donna Bevacqua	Carrie Logerfo
Kathleen Ocasio	Cheryl Kavanagh
Margo Cassetta	Tom Barton
William Shue	Chante Wynn
Virginia Squeo	Debra Winters
Karen Pace	Ifeanyi Okereke
Mary Rasor	Yuliya Messineo
Pat Kose	

3b. Accepted the resignation of the following personnel.

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Jacqueline Aguilar	Paraprofessiona	8/1/2020
Mildre Castillo	Paraprofessional	8/1/2020
Arlene Graham	Paraprofessional	7/1/2020
Sarah Lavin	Paraprofessional	7/1/2020
Jaclyn Wielgus	Paraprofessional	8/1/2020

3c. Accepted the resignation of Constina Cousins as Paraprofessional effective July 1, 2020. Approved Ms. Cousins to change her position to Substitute for the 2020-2021 school year.

3d. Approved the following personnel to work the 2020 Extended School Year Program.

<u>Name</u>	<u>Position</u>	<u>Salary/Rate</u>
Jacqueline Cormier	Occupational Therapist	\$225.57 per diem
Samanta Shatkin	Speech Therapist	\$184.78 per diem

3e. Approved the adjusted per diem rate for Isabel Franco, Occupational Therapist to \$236.17 for ESY 2020.

3f. Approved Corina Drozdowski, Teacher of Supplemental Instruction Reading to provide instruction per student IEP during the month of July as needed, up to a total of 4 days each for up to 4 hours per day at her hourly rate of \$51.47 not to exceed \$411.76. All days worked must be pre-approved by the Superintendent and/or his designee.

3g. Approved Sandra Balestrieri, Physical Education Teacher, to work on curriculum development and implementation during the months of July and August as needed, up to a total of 8 days each for up to 4 hours per day at her hourly rate. All days worked must be pre-approved by the Superintendent and/or his designee.

3h. Approved a contract with each of the boards of education on the attached list for the Jointure to provide 1:1 aide services for the 2020-2021 school year. Full amount of the annual prorated fee shall be charged to each of the boards of education. (Attachment 3h)

3i. Approved the assignment of staff on the attached list of Stipend positions. (Attachment 3i)

3j. Approved the maternity/medical leave under the Family Leave Act for Sonya Ratliff, Paraprofessional, as follows:

September 16, 2020 - November 9, 2020	Medical leave with benefits, 0 paid sick days. (Birth Date: 9/22/2020) {Portion of benefits to be paid by employee.}
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November 10, 2020 - February 2, 2021	Federal and/or State Family leaves, Unpaid with benefits. {Portion of benefits to be paid by employee.}
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3k. Approved the attached list of aides to be reimbursed \$125.00 for their substitute certification. (Attachment 3k).

3l. Approved Ashley Vaughan, Director of Curriculum & Assessment, to carry over three vacation days from the 2019-2020 school year.

3m. Approved the salary adjustment for the following staff who have completed the requirements for substitute certifications or degree changes effective September 1, 2020. All documents have been provided.

<u>Name</u>	<u>Position</u>	<u>Adjusted Salary</u>
Shalonda Straughn	Paraprofessional	\$25.78 per hour

3n. Approved the salary adjustment for the following staff who have completed the requirements of the Teacher Salary guide, effective September 1, 2020. All documents have been provided.

<u>Name</u>	<u>Position</u>	<u>Degree</u>	<u>Adjusted Salary</u>
Donna Cancel	Teacher	MA to MA+15	\$65,510.00
Marisol Campillo	Teacher	MA+15 to MA+30	\$65,210.00
Rosaria Licata	Teacher	BA+15 to MA	\$61,010.00
Jeffrey McGowan	Teacher	BA+15 to MA	\$59,910.00
Morgan Owens	Teacher	MA to MA+15	\$63,235.00
Adam Reap	Teacher	MA to MA+30	\$66,810.00
Randi Schmidt	Teacher	BA+15 to MA	\$61,010.00

3o. Approved the updated 2020-2021 Teacher Aide / Health Aide Salary Index (Attachment 3o).

3p. Adjusted the maternity/medical leave under the Family Leave Act for Carolyn Soto-Herrera, Teacher, as follows:

March 17, 2020 - May 5, 2020	Medical leave with benefits, 30 paid sick days. (Birth Date: 3/17/2020) {Portion of benefits to be paid by employee.}
May 6, 2020 - October 7, 2020	Federal and/or State Family leaves, Unpaid with benefits. {Portion of benefits to be paid by employee.}

3q. Motioned 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	School Nurse
Physical Therapist	Occupational Therapist
District Technology Coordinator	School Health Aide
Teacher of Social Studies	Teacher of Math
Teacher of English	Principal
Teacher of Reading	Reading Specialist
Substitute Teacher Aides	Teacher of Science
Assistant Business Administrator	Clerk/Typist/Receptionist
Teacher of STEAM	Supervisor
Curriculum/Assessment Coordinator	Bookkeeper
Technical Performing Arts	Business Office Assistant

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

- 3r. Approved the attached list of paraprofessionals who have their substitute / teaching certification and are qualified to substitute for certificated staff. (Attachment 3r).
- 3s. Approved the appointment of Gina Charris, as a Paraprofessional/Custodian/IS, at the hourly rate of \$20.00, effective September 1, 2020 - June 30, 2021,
- 3t. Approved the campus transfers for staff members for the 2020-2021 school year, per the attached list, based on the teacher's contract. (Attachment 3t).
- 3u. Approved the appointment of Julana Lisi, as a School Nurse Non-Instructional (R.N./B.S.N.) effective September 1, 2020 - June 30, 2021. Annual salary of \$52,000.00 will be prorated for the period worked.

Action taken:

- Ayes: Mr. Albro, Mr. Cipriano, Mr. Giancaspro, Mr. Grieco, Mr. Kennedy, Mr. Kollinok, Mr. Knipper, Dr. Petty, Ms. Sciacca, Dr. Sforza and Mr. Scarafile.
- Abstain: None
- Nays: None
- Absent: Mr. Chirichella, Dr. Helfant, Mr. Hurley and Dr. Yurchak.

**4. POLICY:**

- Motion: Mr. Giovanni Giancaspro
- Seconded: Mr. Stephen Kollinok

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

(Attachment 4a).

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

Policy # 2270 Religion in Schools

Policy # 2431.3 Heat Participation Policy for Student-Athlete Safety

Policy # 2622 Student Assessment

Policy &  
Regulation #5111 Eligibility of Resident/Nonresident Students

Policy &  
Regulation #5200 Attendance

Policy &  
Regulation #5320 Immunization

Policy &  
Regulation #5330.04 Administering an Opioid Antidote

Policy &  
Regulation #5610 Suspension / Suspension Procedures

Policy #5620 Expulsion

Policy &  
Regulation #8320 Personnel Records

- 4b . Discussed and approved the South Bergen Jointure Commission District Professional Development Plan for the 2020-2021 school year. (Attachment 4b)
- 4c . Discussed and approved the South Bergen Jointure Commission Teacher Mentoring Plan for the 2020-2021 school year. (Attachment 4c)
- 4d. Approved the SOA for the requirements of the District Professional Development Plan and District Mentoring Plan. Submitted via NJ Homeroom Website.
- 4e. Approved the job description for School Nurse Non-Instructional. (Attachment 4e)

Action taken:

Ayes: Mr. Albro, Mr. Cipriano, Mr. Giancaspro, Mr. Grieco, Mr. Kennedy, Mr. Kollinok, Mr. Knipper, Dr. Petty, Ms. Sciacca, Dr. Sforza and



Mr. Scarafile.  
 Abstain: None  
 Nays: None  
 Absent: Mr. Chirichella, Dr. Helfant, Mr. Hurley and Dr. Yurchak.

**5. TRANSPORTATION:**

Motion: Mr. Damian Kennedy  
 Seconded: Mr. Dario Sforza

- 5a. Motioned to approve the bid results for August 14, 2020, Special Education, Non-Public, Athletics and Field Trips. The transportation contract award is contingent upon the bus company executing an agreement, and providing a certificate of insurance and a performance bond. (Attachment 5a)
- 5b. Motioned to approve the bid results for August 18, 2020, Special Education The transportation contract award is contingent upon the bus company executing an agreement, and providing a certificate of insurance and a performance bond. (Attachment 5b)

5c. **RESOLUTION**

WHEREAS, the South Bergen Jointure Commission Board of Education (“SBJC”) entered into transportation contracts on behalf of participating school districts;

WHEREAS, as a result of the Governor declaring a state of emergency and ordering the closure of schools, P.L. 2020, Chapter 27 was enacted which, among other things, required the parties to renegotiate the transportation contracts to determine the SBJC’s financial obligations to the transportation providers for the remainder of the 2019-2020 school year;

WHEREAS, the SBJC and certain transportation providers have negotiated an agreement in full settlement of the SBJC’s obligations in accordance with the parties’ transportation contract and P.L. 2020, Chapter 27;

BE IT RESOLVED that the SBJC approves the agreements with the following transportation providers and agrees to pay the amount set forth in the respective agreements:

<b><u>COMPANY</u></b>	<b><u>PAYMENT</u></b>
1)AKA School Trans	\$ 62,723
2)All Points Transport	\$ 60,356
3)American First Choice	\$ 391,329
4)Bright Future School Trans	\$ 12,449
5)City Wide Med Trans	\$ 60,244
6)Destiny 23 Trans	\$ 58,704
7)D&M Transportation	\$ 228,330
8)DMD Transportation	\$ 21,415

9)Kennedy Transportation	\$ 42,696
10)Madison Invalid Coach	\$ 46,862
11)R & May Transportation	\$ 34,779
12)Trans Ed Inc	\$ 14,916

BE IT FURTHER RESOLVED that the SBJC shall send invoices to the participating school districts for their proportionate costs of the transportation contracts with the transportation providers listed in this resolution.

Action taken:

Ayes: Mr. Albro, Mr. Cipriano, Mr. Giancaspro, Mr. Grieco, Mr. Kennedy, Mr. Kollinok, Mr. Knipper, Dr. Petty, Ms. Sciacca, Dr. Sforza and Mr. Scarafile.

Abstain: None

Nayes: None

Absent: Mr. Chirichella, Dr. Helfant, Mr. Hurley and Dr. Yurchak.

**6. FACILITIES AND PLANNING:**

Motion: Mr. Frank Scarafile

Seconded: Mr. Anthony Grieco

6a. Approved the attached list of decommissioned equipment. (Attachment 6a)

6b. Motioned to approve the Linkage Agreement with the Teaneck Board of Education for the 2020-21 school year. (Attachment 6b)

Action taken:

Ayes: Mr. Albro, Mr. Cipriano, Mr. Giancaspro, Mr. Grieco, Mr. Kennedy, Mr. Knipper, Dr. Petty, Ms. Sciacca, Dr. Sforza and Mr. Scarafile.

Abstain: None

Nayes: None

Absent: Mr. Chirichella, Dr. Helfant, Mr. Hurley and Dr. Yurchak.

**7. OLD BUSINESS:**

**8. NEW BUSINESS:**

None

**9. DISCUSSION ITEMS:**

None:

**10. FOOD SERVICE:**

None

**11. INFORMATION ITEMS**

**ADJOURNMENT:**

Motion: Mr. Frank Scarafile

Seconded: Mr. James Albro

BE IT RESOLVED, that this meeting is adjourned at 9:50 a.m.

Action Taken:

Ayes: Mr. Albro, Mr. Cipriano, Mr. Giancaspro, Mr. Grieco, Mr. Kennedy, Mr. Kollinok, Mr. Knipper, Dr. Petty, Ms. Sciacca, Dr. Sforza and Mr. Scarafile.

Abstain: None

Nayes: None

Absent: Mr. Chirichella, Dr. Helfant, Mr. Hurley and Dr. Yurchak.

Ms. Susan Cucciniello

Business Administrator/Board Secretary

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

**August 25, 2020**

Motion:  
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on August 25, 2020 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated August 25, 2020. 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

I. Employee Relations and Negotiations

II. Legal

**Adjournment**

Motion:  
Seconded:

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

Action taken