

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

**REGULAR MEETING MINUTES (Virtual)**  
**September 22, 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.:

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 **9:34 a.m.**

ROLL CALL

Members Present: Mr. Albro, Mr. Chirichella, Mr. Cipriano, Mr. Giancaspro,  
Mr. Grieco, Mr. Hurley, Mr. Kennedy, Mr. Kollinok, Mr. Knipper,  
Dr. Petty, Ms. Sciacca, Dr. Sforza, Mr. Scarafile and Dr. Yurchak.  
Members Absent: Dr. Helfant  
Also Present: Dr. Michael Kuchar, Superintendent of Schools and Ms. Susan  
Cucciniello, Business Administrator/Board Secretary.

SUPERINTENDENT'S REPORT

Dr. Michael Kuchar updated the Board on the status of the school opening, professional development and the business affairs of the district.

- Dr. Helfant arrived at 9:47 a.m. during the Superintendent's report.

**APPROVAL OF MINUTES:**

Motion: Mr. James Albro  
Seconded: Mr. Frank Scarfile

1. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Executive Session and Regular Meeting of August 25, 2020 be

approved.

Action taken:

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

**MEETING OPEN TO THE PUBLIC**

Ms. Liz forte addressed the board and said thanks for a good school opening and good luck for the upcoming year. Mr. Cipriano thanked Ms. Forte for her continued support.

**REGULAR ORDER OF BUSINESS**

**2. FINANCE REPORT:**

Motion: Mr. Frank Scarfile  
Seconded: Mr. John Hurley

- 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 July 31, 2020 and approves “Pursuant to NJAC 6:20-2A.10 (E), certify that as of July 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 financial report of the Treasurer of School Monies for the month of July 2020. (Attachment 2c)
- 2d. The Board approved the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of July 31, 2019, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a).”
- 2e. The August and September bill lists below are approved (lists attached):

	<b><u>August &amp; September</u></b>
Bills Payable	\$1,939,465.97
Payroll/Manual Check	\$1,013,266.16
Cafeteria Checks	\$

**Total** **\$2,952,732.13**

- 2f. Motioned to approve additional appropriations for revenues and expenditures for the month of July 2020. These appropriations recognize anticipated revenues. (Attachment 2f)
- 2g. Approved the attached list of Professional Days with cost. (Attachment 2g)
- 2h. Motioned to approve the issuing of credits for each qualifying member district as per the SBJC Tuition Incentive Proposal that was approved in the meeting of December 18, 2019 via the methods specified. These credits are based on enrollment as of April 1, 2020. (Attachment 2h)
- 2i. The Board accepted the revised 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 2i)
- 2j. The Board accepted the revised financial report of the Treasurer of School Monies for the month of June 2020. (Attachment 2j)

Action taken:

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

Abstain: None

Nayes: None

Absent: None

**3. PERSONNEL:**

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

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, Home Programming and Parent Training Home Program, office support and Home Instruction on an as-needed basis.

- 3a. Accepted the resignation of Joy Segreto, School Nurse, effective 9/19/2020.
- 3b. Approved a contract with Rutherford Board of Education for the Jointure to provide 1:1 aide services effective September 8, 2020 for student E. B. Full amount of the annual prorated fee shall be charged to the Rutherford Board of Education.
- 3c. Approved a contract with Little Ferry Board of Education for the Jointure to provide 1:1 aide services effective September 21, 2020 for student J. B.. Full amount of the annual prorated fee shall be charged to the Little Ferry Board of Education.
- 3d. Approved the maternity/medical leave under the Family Leave Act for Katherine Estrella, Paraprofessional for the South Bergen Jointure Commission as follows:

September 2, 2020 - November 10,2020	Medical leave with benefits 5 paid sick days (Due Date: 10/12/2020) {Portion of benefits to be paid by employee}
November 11, 2020 - February 3, 2021	Federal and/or State Family Leave, Unpaid with benefits {Portion of benefits to be paid by employee}

- 3e. Approve the medical leave of absence for Susan Cucciniello, Business Administrator, from October 14, 2020 - January 3, 2021. Mrs. Cucciniello will be paid sick, vacation and personal days during this time. Mrs. Cucciniello's physician has confirmed her condition.
- 3f. Approved the medical leave of absence for Tai Frazier, Behaviorist, from September 1, 2020 - November 8, 2020. Ms. Frazier will be paid sick days during this time Ms. Frazier's physician has confirmed her condition.
- 3g. Approved a contract with Wallington Board of Education for the Jointure to provide 1:1 aide services effective September 8, 2020 for student B.J. Full amount of the annual prorated fee shall be charged to the Wallington Board of Education.
- 3h. Approved a contract with Denville Board of Education for the Jointure to provide 1:1 aide services effective September 8, 2020 for student M.W. Full amount of the annual prorated fee shall be charged to the Denville Board of Education.
- 3i. Approved Kellie Weiss, Physical Education Teacher to go from .5 to full time at the annual salary of \$56,935.00 effective September 1, 2020. This based on BA step 6 of the teacher's guide.
- 3j. Approved the medical leave under the Family Medical Leave Act for Natalie Ramos Paraprofessional for the South Bergen Jointure Commission as follows:
- |                                      |   |
|--------------------------------------|---|
| September 2, 2020 - November 30,2020 | Medical leave with benefits<br>7 paid sick days<br>{Portion of benefits to be paid by employee} |
| December 1, 2020 - June 30, 2021     | Unpaid without benefits   |
- 3k. Approved the family leave under the Family Medical Leave Act for Jerome Bernard, Paraprofessional for the South Bergen Jointure Commission as follows:
- |                                       |   |
|---------------------------------------|---|
| September 2, 2020 - November 25, 2020 | Family medical - unpaid with benefits<br>{Portion of benefits to be paid by employee} |
|---------------------------------------|---|
- 3l. Approved the family leave under the Family Medical Leave Act for Flaminia Duardo, Paraprofessional for the South Bergen Jointure Commission, from September 2, 2020 - June 30, 2021. This leave is unpaid without benefits.
- 3m. Approved the following staff for the Families First Coronavirus Response Act

(FFCRA).

<u>Name</u>	<u>Position</u>	<u>Dates</u>
Randi Schmidt	Teacher	9/1/20 - 10/7/2020
Elizabeth Beck	Para	9/2/20 - 10/14/2020
Stephanie Jackson	Para	9/2/20 - 11/30/2020
Dareen Abdelfattah	Para	9/2/20 - 11/1/2020
Willow Yates	Para	9/2/20 - 10/12/2020
Jennifer Van Vugt	Para	9/3/20 - 9/16/2020
Morgan Owens	Teacher	9/8/20 - 9/25/2020
Dora Coreas	Para	9/8/20 - 9/30/2020

3n. Approved the following staff for the Emergency Paid Sick Leave Act (EPSLA)

<u>Name</u>	<u>Position</u>	<u>Dates</u>
Nicole Bevacqua	Teacher	9/1/20 - 9/15/2020
Donna Bevacqua	Para	9/2/20 - 9/16/2020
Stephanie Loibl	Para	9/2/20 - 9/10/2020
Mariely Rodriguez	Para	9/8/20 - 9/11/2020
Genesis Rivera	Para	9/14/20 - 9/21/2020

3o. Adjusted the maternity/medical leave under the Family Leave Act for Laura Sgalia, School Nurse for the South Bergen Jointure Commission as follows:

September 1, 2020- October 1, 2020                      Medical leave with benefits  
22 paid sick days  
(Date of Birth: 9/2/2020)  
{Portion of benefits to be paid by  
employee}

October 2, 2020 - January 1, 2021                      Federal and/or State Family Leave,  
Unpaid with benefits  
{Portion of benefits to be paid by  
employee}

3p. Approved the medical leave under the Family Medical Leave Act for Nayeli Mendoza, Paraprofessional for the South Bergen Jointure Commission as follows:

September 21, 2020 - November 19,2020                      Medical leave with benefits  
8 paid sick days  
(Due Date: 10/21/2020)  
{Portion of benefits to be paid by  
employee}

November 20, 2020 - February 19, 2021                      Federal and/or State Family Leave,

Unpaid with benefits  
{Portion of benefits to be paid by  
employee}

- 3q. Approved Marie Bridge, School Nurse, to work on 504 committee meetings during the months of August as needed, up to a total of 4 days at the hourly rate of \$50.47. All days worked must be pre-approved by the Superintendent and/or his designee.
- 3r. Approved Laura Sgalia, School Nurse, to work on development of training materials during the months of August as needed, up to a total of 4 days at the hourly rate of \$63.24. All days worked must be pre-approved by the Superintendent and/or his designee.
- 3s. Approved the following staff to be paid the annual amounts below for teaching an extra period each day for the 2020-2021 school year based on their contracted salary.

<u>Employee</u>	<u>Annual Amount</u>
Maria Alarcon	\$2,601.49
Kathy Sutphin	\$4,696.21
Charyse Gentile	\$3,326.86
Jill Hagen	\$3,409.10
Judi White	\$3,727.81
Mary Payoczkowski	\$3,080.12
Jason Markowski	\$2,654.04
Kellie Weiss	\$2,601.49

- 3t. Accepted the resignation of Elizabeth O'Brien, Paraprofessional effective August 1, 2020.
- 3u. Approved the family leave under the Family Medical Leave Act for Jenny Van Vugt, Paraprofessional for the South Bergen Jointure Commission as follows:

September 17, 2020 - October 18, 2020	Family medical unpaid without benefits
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- 3v. Approved the attached list of staff for after school home programming, services and evaluations. (attachment 3v)
- 3w. 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
Supervisor STEAM	Curriculum/Assessment Coordinator
Bookkeeper	Technical Performing Arts

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

- 3x. Approved the appointment of Alexandra DeMasi, as a School Nurse, effective October 19, 2020 - June 30, 2020, at the annual salary of \$52,001.28, will be prorated for the period worked.
- 3y. Approved the Head Teacher positions and amounts for the 2020-2021 school year, as per the attached list. (Attachment 3y)
- 3z. Approved substitute Business Administrator Dr. Mark Hayes at a per diem rate of \$525 not to exceed an average of 3 days per week from October 14-January 3, 2021.
- 3aa. Approve the 2020-2021 Non-Certificate Office Personnel Benefits Manual (Attachment 3aa)

Action taken:

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

**4. POLICY:**

Motion:	Mr. Frank Scarafile
Seconded:	Mr. Anthony Grieco

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

(Attachment 4a).

Policy #1648	Restart and Recovery Plan
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 #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. Approved October 19 – October 20, 2020 as School Violence Awareness Week.
- 4c. Approved the Field Trip list for the 2020-2021 school year.(Attachment 4c)
- 4d. Approved the 2020-2021 District Nursing Services Plan (Attachment 4d)
- 4e. Approved the 2020 - 2021 Teacher, Paraprofessional, Behavioral, HIB and Technology Manuals. (Attachment 4e)
- 4f. Approved October 5- October 9, 2020 as a Week of Respect

Action taken:

Ayes: Mr. Albro, Mr. Chirichella, Mr. Cipriano, Mr. Giancaspro, Mr. Grieco, Dr. Helfant, Mr. Hurley, Mr. Kennedy, Mr. Kollinok, Mr. Knipper, Dr. Petty, Ms. Sciacca, Dr. Sforza, Mr. Scarafilo and Dr. Yurchak.

Abstain: None  
Nayes: None  
Absent: None

**5. TRANSPORTATION:**

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

5a. Motioned to approve the bid results for September 10, 2020, Special Education and Tech Academies. (Attachment 5a)

5b. Motioned to approve the bid results for August 26, 2020, Special Education. (Attachment 5b)

5c. Motioned to approve the revised Athletic & Field Trip bid result costs from the August 25, 2020 Board meeting. (Attachment 5c), Cost revision due to the misstatement of vehicle cost or low bidder from bid.

5d. Motioned to approve the attached 2020-2021 Quote Results Set 1. (Attachment 5d)

5e. **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:

<u>COMPANY</u>	<u>PAYMENT</u>
1)Aldin Transportation	\$ 21,902
2)J.Carpiolin Transport	\$ 70,695
3)Joshua Tours LLC	\$ 97,067
4)J & W Financial LLC	\$ 65,538

5)Kid's Choice	\$ 141,238.45
6)Kris Transport	\$ 187,541
7)NJ Transportation	\$ 37,965
8)York Trans	\$ 92,938

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. Chirichella, Mr. Cipriano, Mr. Giancaspro, Mr. Grieco, Dr. Helfant, Mr. Hurley, Mr. Kennedy, Mr. Kollinok, Mr. Knipper, Dr. Petty, Ms. Sciacca, Dr. Sforza, Mr. Scarafile and Dr. Yurchak.

Abstain: None

Nayes: None

Absent: None

**6. FACILITIES AND PLANNING:**

None

**7. OLD BUSINESS:**

Mr. Scarafile, Dr. Sforza and Mr. Grieco thanked the SBJC Admin Team and the Transportation Committee for their handling of the negotiations of the transportation settlement for the 2019-2020 school year, which has concluded with the last batch of settlements approved in this meeting.

**8. NEW BUSINESS:**

None

**9. DISCUSSION ITEMS:**

9a. Discuss School Closing Chain

9b. Mr. Cipriano advised the Board that we will be forming committees for employee negotiations for the upcoming year and anyone interested in participating should let him know.

**10. FOOD SERVICE:**

None

**11. INFORMATION ITEMS:**

**ADJOURNMENT:**

Motion: Mr. John Hurley

Seconded: Mr. Giovanni Giancaspro

BE IT RESOLVED, that this meeting is adjourned at 10:02 a.m.

Action Taken: Unanimously approved by voice vote.

Ms. Susan Cucciniello  
Business Administrator/Board Secretary

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

**September 22, 2020**

Motion:  
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on September 22, 2020 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated September 22, 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

September 22, 2020

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: