

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

**REGULAR MEETING MINUTES**  
**October 29th, 2019**

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 Record and      The Herald News

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, Dr. Helfant, Mr. Hurley, Mr. Kollinok, Mr. Maceri,  
Dr. Sforza, Mr. Scarafile, Dr. Yurchak.

Members Absent:      Mr. Cipriano, Dr. Fedina, Mr. Giancaspro, Mr. Grieco,  
Mr. Kennedy, Dr. Ponds and Ms. Sciarra.

Also Present:          Dr. Michael Kuchar, Superintendent of Schools, Ms. Susan  
Cucciniello, Business Administrator/Board Secretary and Mr.  
Kenneth Sheldon, Assistant Business Administrator.

**SUPERINTENDENT'S REPORT**

Dr. Kuchar updated the Board on current issues such as CPI Training for instructors, the alternative school request status and the “No Barriers” initiative.

- Mr. Giancaspro arrived at 9:41 a.m. during the Superintendent report.
- Ms. Sciarra arrived at 9:56 a.m. during the Superintendent report.

**APPROVAL OF MINUTES:**

Motion:              Mr. John Hurley  
Seconded:          Mr. Stephen Kollinok

1. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Executive Session and Regular Meeting of September 25, 2019 be approved.

Action taken:

Ayes: Mr. Albro, Mr. Giancaspro, Mr. Hurley, Mr. Kollinok,  
Mr. Maceri, Dr. Sforza, Mr. Scarafilo, Ms. Sciarra.  
Abstain: Dr. Helfant and Dr. Yurchak.  
Nays: None  
Absent: Mr. Cipriano, Dr. Fedina, Mr. Grieco, Mr. Kennedy and Dr. Ponds.

**MEETING OPEN TO THE PUBLIC**

**REGULAR ORDER OF BUSINESS**

**2. FINANCE REPORT:**

Motion: Mr. John Hurley  
Seconded: Dr. Matt Helfant

- 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, 2019 and approves “ Pursuant to NJAC 6:20-2A.10(E), certify that as of August 31<sup>st</sup>, 2019 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 2019. (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	\$2,910,212.97
Payroll/Manual Check	\$2,610,630.97
Cafeteria Checks	\$ <u>18,276.73</u>
<b>Total</b>	<b>\$5,539,120.67</b>

- 2f. Motioned to approve the transfers for the month of August 2019. (Attachment 2f)
- 2g. Approved the attached list of field trips with cost. (Attachment 2g)
- 2h. Approved the attached professional workshops and the reimbursement costs of the workshops. (Attachment 2h)
- 2i. Approved and accepted E-Rate reimbursements from the Universal Service Administrative Company-Schools & Libraries Division Program for the 2018-2019 school year as follows:

Cablevision Lightpath	<u>\$ 21,124.80</u>
<b>Total</b>	<b>\$ 21,124.80</b>

Note: E-Rate is a federal program which offers schools & libraries a partial refund on their internet charges. The South Bergen Jointure Commission received a refund of 60% of their approved costs for last year.

- 2j. Motioned to accept the Knights of Columbus donation of \$1,654.88. The money was collected from a recent drive for People with Developmental Disabilities. As part of this acceptance, the South Bergen Jointure Commission will send a thank you letter on behalf of the Board. (Attachment 2j)

Action Taken:

- Ayes: Mr. Albro, Mr. Giancaspro, Dr. Helfant, Mr. Hurley, Mr. Kollinok, Mr. Maceri, Dr. Sforza, Mr. Scarafile, Ms. Sciarra and Dr. Yurchak.
- Abstain: None
- Nays: None
- Absent: Mr. Cipriano, Dr. Fedina, Mr. Grieco, Mr. Kennedy and Dr. Ponds.

**3. PERSONNEL:**

- Motion: Mr. Frank Scarafile
- 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, 2020 through July 30, 2020. 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. Adjusted the dates of Hae Jo (Nancy) Chun, teacher aide, as a Social Studies Teacher effective September 3, 2019 - June 30, 2020. The salary of \$51,695.00 is based on the Teacher's guide, B.A. step 1.
- 3b. Adjusted the maternity/medical leave under the Family Leave Act for Lauren Rosicki, Principal, for the South Bergen Jointure Commission as follows:

March 11, 2019 - May 14, 2019	Medical leave with benefits 42 paid sick days (Birth: 3/26/19) {Portion of benefits to be paid by employee}
May 15, 2019 - June 3, 2019	12 vacation days
June 4, 2019 - June 5, 2019	2 personal days
June 6, 2019 - July 19, 2019	Federal and/or State Family Leave 30 days - Unpaid with benefit {Portion of benefits to be paid by employee}
July 22, 2019 - August 27, 2019	Medical leave with benefits 27 paid sick days - physician confirmed

August 28, 2019 - Sept. 16, 2019	Federal and/or State Family Leave, 13 days - Unpaid with benefit {Portion of benefits to be paid by employee}
Sept. 17, 2019 - Sept. 26, 2019	Medical leave with benefits 8 paid sick days - physician confirmed
Sept. 27, 2019 - October 22, 2019	Federal and/or State Family Leave 17 days - Unpaid with benefits {Portion of benefits to be paid by employee}

- 3c. Rescinded Siobhan Smith to be paid the annual amount of \$4,269.00 for teaching an extra period each day for the 2019-20 school year based on her contract salary.
- 3d. Adjusted Emely Felix, paraprofessional, salary to \$20.00 per hour effective September 1, 2019. Ms. Felix has provided proof for her Bachelor's Degree
- 3e. Approved the salary adjustment for the following paraprofessional staff who have completed the requirement of the Substitute Certification.

<u>Name</u>	<u>Salary</u>	<u>Effective Date</u>
Victoria Baum	\$21.00	October 1, 2019
Kathleen Carter	\$31.31	October 1, 2019
Adrienne DelRosso	\$22.00	October 1, 2019
Janice Haro	\$22.00	October 1, 2019
Francia Paredes	\$25.02	October 1, 2019
Mariely Rodriguez	\$22.00	October 1, 2019
Nicole Skelly	\$22.00	October 1, 2019
Dan Blanco	\$32.46	November 1, 2019
Carmen Cajamarca	\$26.73	November 1, 2019
Maria Collazo	\$22.00	November 1, 2019
Ninoska Cuellar	\$22.00	November 1, 2019
Angelica Curcio	\$22.00	November 1, 2019
Emely Felix	\$22.00	November 1, 2019
Mollie Friedman	\$22.00	November 1, 2019
Maria Galarza-Jara	\$31.31	November 1, 2019
Jennifer Gloeckler	\$27.50	November 1, 2019
Arlene Graham	\$22.00	November 1, 2019
Khaled Issa	\$22.50	November 1, 2019
Stephanie Loibl	\$21.96	November 1, 2019

Jaclyn Lynayak	\$22.00	November 1, 2019
Yuliya Messineo	\$20.00	November 1, 2019
Maria Montero	\$22.50	November 1, 2019
Ifeanyi Okereke	\$22.00	November 1, 2019
Rena Patel	\$22.50	November 1, 2019
Jasmine Rahman	\$22.00	November 1, 2019
Jessica Weekly	\$23.79	November 1, 2019
Jaclyn Wielgus	\$22.99	November 1, 2019
Dora Weiss	\$23.43	November 1, 2019

- 3f. Approved the appointment of the following Paraprofessionals/Custodian at the hourly rate listed,

<u>Name</u>	<u>Rate</u>	<u>Effective Date</u>
Kandice Burton	\$19.00	10/28/19
Melissa Chalarca	\$22.00	10/16/19
Shante Cooper	\$20.00	11/15/19
Meghan Donnelly	\$22.00	11/11/19
Krista Dorsey	\$22.00	11/1/19
Bergica Duran-Rodriguez	\$20.00	11/1/19
Esmeralda Espinal	\$20.00	10/21/19
Yokaira Jackson	\$22.00	10/1/2019
Elizabeth O'Brien	\$22.00	10/21/19
John Pacini	\$20.00	10/28/19
Maria Reiner	\$16.00	10/15/19
Mary Rasor	\$22.00	11/1/19
Daysi Sanchez	\$20.00	10/28/19
Julissa Sanchez	\$19.00	11/15/19
Yecenia Vasquez	\$20.00	10/23/19
Tammy Wixon	\$19.00	10/1/19

- 3g. Approved a contract with Hackensack Board of Education for the Jointure to provide 1:1 aide services effective September 1, 2019 for student M. D. Full amount of salary, plus benefits and an administrative fee shall be charged to Hackensack Board of Education.
- 3h. Approved a contract with Belleville Board of Education for the Jointure to provide 1:1 aide services effective September 1, 2019 for student E.P. Full amount of salary, plus benefits and an administrative fee shall be charged to Belleville Board of Education.
- 3i. Approved a contract with Wallington Board of Education for the Jointure to provide 1:1 aide services effective September 5, 2019 for student B.D. Full amount of

salary, plus benefits and an administrative fee shall be charged to Wallington Board of Education.

- 3j. Approved a contract with Lodi Board of Education for the Jointure to provide 1:1 aide services effective September 5, 2019 for student J.P. Full amount of salary, plus benefits and an administrative fee shall be charged to Lodi Board of Education.
- 3k. Adjusted the maternity/medical leave under the Family Leave Act for Jacqueline Rossmell, Teacher for the South Bergen Jointure Commission as follows:

June 17, 2019 - June 26, 2019	Medical leave with benefits 9 paid sick days (Due Date: 7/12/19) {Portion of benefits to be paid by employee}
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September 3, 2019 - November 26, 2019	Federal and/or State Family Leave, Unpaid with benefits {Portion of benefits to be paid by employee}
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November 27, 2019 - August 31, 2020	Unpaid without benefits.
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- 3l. Accepted the resignation of Cindy Mullen, Paraprofessional effective October 31, 2019.

- 3m. Approved the salary adjustment of Kristen Forsdahl, Occupational Therapist to \$72,880.45 from MA+15 to MA+30 effective September 1, 2019. Ms. Forsdahl has completed the requirements of the Outreach Salary Guide.

- 3n. Approved the maternity/medical leave under the Family Leave Act for Jennifer Van Vugt, Paraprofessional for the South Bergen Jointure Commission as follows:

November 11, 2019 - November 26, 2019	Medical leave with benefits 10 paid sick days (Due Date: 11/26/19) {Portion of benefits to be paid by employee}
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November 27, 2019 - February 19, 2020	Federal and/or State Family Leave, Unpaid with benefits {Portion of benefits to be paid by employee}
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- 3o. Approved Megan Beiermeister to go from the position of Paraprofessional to Maternity Leave Replacement Teacher of Student with Disabilities, effective October 22, 2019 - June 30, 2020. Annual Salary of \$51,695.00 is based on Step 1 B.A. of the teacher guide and will be prorated for the period worked.
- 3p. Approved Kellie Weiss as a Part-Time (.5) Physical Education Teacher, effective December 1, 2019 - June 30, 2020. Annual Salary of \$27,435.00 is based on Step 5 B.A. of the teacher guide and will be prorated for the period worked.
- 3q. Approved the following personnel to serve as moderator/advisor for the clubs/councils list along with their stipend amounts for the 2019-2020 school year.

<u>Name</u>	<u>Advisor</u>	<u>Stipend</u>
Erika Gallagher	8th Grade Advisor	\$1,000.00
Lyzette Grassi	Middle School Advisor	\$1,000.00
Sarah Bossio	High School Advisor	\$1,000.00
Siobhan Smith	Robotics Club Advisor	\$2,000.00

- 3r. Approved the maternity/medical leave under the Family Leave Act for Heather Auerbach, Transportation Assistant for the South Bergen Jointure Commission as follows:

February 24, 2020 - February 28, 2020 Medical leave with benefits  
 5 paid sick days  
 (Due Date: 2/28/20)  
 {Portion of benefits to be paid by employee}

February 29, 2020 - May 25, 2020 Federal and/or State Family Leave,  
 Unpaid with benefits  
 {Portion of benefits to be paid by employee}

- 3s. Approved Natalie Sullivan as a Preschool Disabled teacher effective November 11, 2019 - June 30, 2020. Annual Salary of \$54,870.00 is based on Step 5 B.A. of the teacher guide and will be prorated for the period worked.
- 3t. Motioned to authorize the superintendent to hire personnel on an emergent basis for the following positions\*:

Paraprofessionals	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 Paraprofessionals	Teacher of Science
Assistant Business Administrator	Clerk/Typist/Receptionist
Supervisor of STEAM	Curriculum/Assessment Coordinator
Bookkeeper	Teacher of Performing Arts

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

Action taken:

Ayes: Mr. Albro, Mr. Giancaspro, Dr. Helfant, Mr. Hurley, Mr. Kollinok, Mr. Maceri, Dr. Sforza, Mr. Scarafile, Ms. Sciarra and Dr.

Yurchak.

Abstain: None

Nays: None

Absent: Mr. Cipriano, Dr. Fedina, Mr. Grieco, Mr. Kennedy and Dr. Ponds.

**4. POLICY:**

Motion: Mr. James Albro

Seconded: Dr. Matt Helfant

4a. Approved the following locations to be added to the field trip list:

NJ Exotic Pets, Lodi  
 Creations Frozen Yogurt, Lodi  
 Johnny Napkins Pizza, Lodi  
 Pet Value, Lodi  
 CVS, Lodi  
 T-Mobile, Lodi  
 Sprint, Lodi  
 Boost Mobile, Lodi  
 Curioni's Pizza, Lodi  
 Gamestop, Lodi  
 TD Bank, Lodi

- 4b. Approved the Walgreens Retail Experiential Learning Program - REDI Retail Employees with Disabilities Initiative to be implemented at the Lodi Campus (Attachment 4b)
- 4c. Report and discussion of Harassment, Intimidation and Bullying Investigations, Trainings and Programs Data Collection for the period July 1, 2018 – June 30, 2019. (Attachment 4c)
- 4d. Reported on activities for Violence Awareness Week. (Attachment 4d)

Action taken:

Ayes: Mr. Albro, Mr. Giancaspro, Dr. Helfant, Mr. Hurley, Mr. Kollinok, Mr. Maceri, Dr. Sforza, Mr. Scarafile, Ms. Sciarra and Dr.

Yurchak.

Abstain: None

Nays: None

Absent: Mr. Cipriano, Dr. Fedina, Mr. Grieco, Mr. Kennedy and Dr. Ponds.

**5. TRANSPORTATION:**

Motion: Ms. Anna Sciacca

Seconded: Mr. Frank Scarafile

- 5a. Motioned to approve the attached 2019-2020 Quote Set 2 (Attachment 5a)
- 5b. Motioned to approve the withholding of payment on Route #Q767 for NJ Transportation, due to non-performance. Penalty of two times the daily rate in the amount of \$484.00 will be deducted from the October payment.
- 5c. Motioned to approve the withholding of payment on Route #2513 and 2319 for York Transportation due to non-performance. Penalty of two times the daily rate in the amount of \$14,615.74 will be deducted from the November and December payments.
- 5d. Motioned to approve the withholding of payment on Route #BC202 for First Student, due to non-performance. Penalty of two times the daily rate in the amount of \$530.00 will be deducted from the October payment.

Action Taken:

Ayes: Mr. Albro, Mr. Giancaspro, Dr. Helfant, Mr. Hurley, Mr. Kollinok, Mr. Maceri, Dr. Sforza, Mr. Scarafile, Ms. Sciarra and Dr.

Yurchak.

Abstain: None

Nays: None

Absent: Mr. Cipriano, Dr. Fedina, Mr. Grieco, Mr. Kennedy and Dr. Ponds.

**6. FACILITIES AND PLANNING:**

None

**7. OLD BUSINESS:**

None

**8. NEW BUSINESS:**

Mr. Maceri mentioned Horizon has a Coop that supplies nursing services to districts, and he will share the information with the board.

**9. DISCUSSION ITEMS:**

None

**10. FOOD SERVICE:**

None

**11. INFORMATION ITEMS:**

**ADJOURNMENT:**

Motion: Mr. Matt Helfant

Seconded: Mr. Frank Scarafilo

BE IT RESOLVED, that this meeting is adjourned at 10:03 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**

**October 29th, 2019**

Motion:  
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on October 29th, 2019 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated October 29th, 2019. 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

October 29th, 2019

Meeting Opened at \_\_\_\_\_.

Members Present:  
Members Absent:  
Also Present:

Special Order of Business

**Adjournment**

Motion:  
Seconded:

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

Action taken: