

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

REGULAR MEETING MINUTES
February 26th, 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 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 **9:35 a.m.**

ROLL CALL

Members Present: Mr. Albro, Mr. Cipriano, Mr. Giancaspro, Mr. Grieco, Dr. Helfant,
 Mr. Hurley, Mr. Kennedy, Mr. Kollinok, Mr. Maceri, Dr. Petty,
 Dr. Ponds, Mr. Scarafilo, and Dr. Yurchak.

Members Absent: Ms. Sciacca and Dr. Sforza

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

SUPERINTENDENT'S REPORT:

- Dr. Kuchar updated the Board on Board member anticipated changes, the ongoing program objectives at the South Bergen Jointure Commission and the anticipated initiatives.
- The South Bergen Jointure Commission presented a powerpoint presentation of our programs here at the South Bergen Jointure Commission.

APPROVAL OF MINUTES:

Motion: Mr. James Albro

Seconded: Mr. Nicholas Cipriano

1. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Executive Session and Regular Meeting of January 22, 2020 be approved.

Action taken:

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

MEETING OPEN TO THE PUBLIC

- Mrs. Forte addressed the Board and spoke regarding programs being offered at our schools and their benefits to our students.

REGULAR ORDER OF BUSINESS

2. FINANCE REPORT:

Motion: Mr. Anthony Grieco
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, 2f)
- 2b. The Board accepted the Board Secretary’s Report as of December 31st, 2019 and approves “ Pursuant to NJAC 6:20-2A.10(E), certify that as of December 31st, 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 December 2019. (Attachment 2c)
- 2d. The Board approved the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of December 31, 2019, 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	\$2,985,131.10
Payroll/Transfers	\$1,807,269.51
Cafeteria Checks	<u>\$ 26,146.92</u>

Total **\$4,818,547.53**

- 2f. Motioned to approve additional appropriations for revenues and expenditures for the month of December 2019. These appropriations recognize anticipated revenues. (Attachment 2f)
- 2g. Approved the attached professional workshops and the reimbursement costs of the workshops. (Attachment 2g)
- 2h. Approved the attached list of field trips with cost (Attachment 2h)
- 2i. BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION hereby approves the final 2020-2021 budget as follows:
(Attachment 2i)

Current General Expense (Fund 11)	\$ 49,214,672
Total Expenditures/Appropriations	\$ 49,214,672

- 2j. Motioned to approve \$39,916 as the maximum travel budget for the 2020-2021 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 Jan 2020) travel expenditures for the 2019-2020 school year are \$26,833.
- 2k. Motioned to approve the attached Agreement for Licensing and Maintenance for Supply purchasing in the Educational Data Cooperative Pricing System with assistance for bulk Purchase Order preparation for the 2020-21 school year at the cost of \$1,182. (Attachment 2k)
- 2l. **RESOLUTION FOR MEMBER PARTICIPATION IN A COOPERATIVE PRICING SYSTEM**

A RESOLUTION AUTHORIZING THE SOUTH BERGEN JOINTURE COMMISSION TO ENTER INTO A COOPERATIVE PRICING AGREEMENT

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Hunterdon County Educational Services Commission, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on February 26th, 2020, the governing body of the South Bergen Jointure Commission, County of Bergen, State of New Jersey duly considered

participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the South bergen Jointure Commission

AUTHORITY

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the Board Secretary is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage.

- 2m. Motioned to approve the Cooperative Pricing Agreement with the Hunterdon County Educational Services Commission. (Attachment 2m)
- 2n. Motioned to approve the proposal with Loeb Leadership for Organizational Development as per the attached quote. (Attachment 2n)

Action taken:

Ayes: Mr. Albro, Mr. Cipriano, Mr. Giancaspro, Mr. Grieco, Dr. Helfant, Mr. Hurley, Mr. Kennedy, Mr. Kollinok, Mr. Maceri, Dr. Petty, Dr. Ponds, Mr. Scarafile

and Dr. Yurchak.

Abstain: None

Nayes: None

Absent: Ms. Sciacca and Dr. Sforza

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, 2020 through July 31, 2020. 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 Linda Alford-Fennell as a Maternity Leave Replacement for the Transportation Clerk effective January 28, 2020 - May 26, 2020 at the hourly rate of \$25.00.
- 3b. Accepted the resignation of Kristen Trabona, Paraprofessional effective 2/29/2020.
- 3c. Approved Suzanne Owens, Secretary to Superintendent, to work additional hours on an as needed basis at her hourly rate. This is due to the recent resignation of the Business Office Clerk / Benefits Coordinator. This temporary assignment is not to exceed 20 hours per month.
- 3d. Accepted the resignation of Crystal Clark, Paraprofessional effective 2/25/2020.
- 3e. Approved the medical leave under the FMLA for Joseph Natale, Occupational Therapist from February 5, 2020 - May 8, 2020. Mr. Natale will be paid 3 sick days the remainder will be unpaid with benefits. Portion of benefits to be paid by employee. Mr. Natale's physician has confirmed his condition.
- 3f. Approved the medical leave of absence for Zaryjah Jones, Paraprofessional, from December 11, 2019 - March 10, 2020. Ms. Jones will be unpaid during this time. Ms. Jones's physician has confirmed her condition.
- 3g. Accepted the resignation of Lisa Gannaio, Teacher, effective June 30, 2020. Ms.

Gannaio is currently on MLOA.

- 3h. Rescinded the offer of employment of Diana Arce as a paraprofessional.
- 3i. Approved the following students to complete classroom observation hours at the South Bergen Jointure Commission as a requirement of their college.

<u>Name</u>	<u>College</u>
William Jarvis	Plymouth State University
Jennifer Byrne-Flores	Western Governors University

- 3j. Accepted the resignation of Kelsey Oates, Speech Therapist, effective March 21, 2020.
- 3k. Adjusted 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 (Birth Date: 11/28/19) {Portion of benefits to be paid by employee}
November 27, 2019 - March 31, 2020	Federal and/or State Family Leave, Unpaid with benefits {Portion of benefits to be paid by employee}

- 3l. Approved a contract with Lodi Board of Education for the Jointure to provide 1:1 aide services effective November 11, 2019 for student J. K.. Full amount of the annual prorated fee shall be charged to the Lodi Board of Education.
- 3m. Approved the attached Affiliation Agreement with St. John's University for Speech-Language Pathology Program 2019-2020 School Year. (Attachment 3m)
- 3n. Approved the appointment of Heidi Vargas, as a Paraprofessional at the hourly rate of \$22.00, which is based on the Teachers Aide Index B.A. with a Substitute Certificate effective February 24, 2020 - June 30, 2020.
- 3o. Approved the appointment of Barbara Wegorek, as Payroll Coordinator, effective March 23, 2020 - June 30, 2020. Annual Salary of \$65,000.00 will be prorated for the period worked.

- 3p. Approved the appointment of Debbie Podwin, as a Speech Therapist, effective March 20, 2020 - June 30, 2020, at the hourly rate of \$60.00 for three (3) days per week or as needed, not to exceed 28 hours per week.
- 3q. Approved the attached Clinical Affiliation Agreement with Kean University effective September 1, 2020 - September 1, 2023 (attachment 3q)
- 3r. Approved the medical leave of absence for Mollie Friedman, from February 10, 2020 - May 4, 2020. Ms. Friedman will be unpaid during this time. Ms. Friedman's physician has confirmed her condition
- 3s. Approved Kimberly Bohichik, Behaviorist to go from .6 to .8 at the annual salary of \$65,328.00 plus \$1,600 for BCBA certification effective March 1, 2020 which will be prorated for the period worked. This is based on an annual salary of \$81,660 plus \$2,000 for the BCBA certification.
- 3t. Approved a leave of absence for Flaminia Duardo, Paraprofessional. Ms. Duardo will be unpaid without benefits from March 14, 2020 - June 30, 2020.
- 3u. Adjusted the maternity/medical leave under the Family Leave Act for Heather Auerbach, Transportation Assistant for the South Bergen Jointure Commission as follows:
- | | |
|----------------------------------|--|
| February 3, 2020 - April 2, 2020 | Medical leave with benefits
19 paid sick days, 6 vacation days
14 unpaid days
(Birth Date: 2/13/20)
{Portion of benefits to be paid by employee} |
| April 3, 2020 - May 25, 2020 | Federal and/or State Family Leave,
Unpaid with benefits
{Portion of benefits to be paid by employee} |
- 3v. Approved the appointment of Amanda Ax as a Preschool Teacher of Students with Disabilities, effective March 15, 2020 - June 30, 2020. Annual salary of \$58,295.00 is based on Step 6 B.A.+15 of the teacher guide and will be prorated for the period worked.
- 3w. Approved the appointment of Morgan Owens as a Preschool Teacher of Students with Disabilities, effective March 15, 2020 - June 30, 2020. Annual salary of \$60,000.00 is based on Step 5 M.A. of the teacher guide and will be prorated for the period worked.

3x. Approved the appointment of Donna Cancel, Teacher of Students with Disabilities, effective March 15, 2020 - June 30, 2020. Annual salary of \$61, 270.00 is based on Step 6 M.A. of the teacher guide and will be prorated for the period worked.

3y. 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 of STEAM	Curriculum/Assessment Coordinator
Bookkeeper	Transportation Manager
Payroll Coordinator	

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

Action taken:

Ayes: Mr. Albro, Mr. Cipriano, Mr. Giancaspro, Mr. Grieco, Dr. Helfant, Mr. Hurley, Mr. Kennedy, Mr. Kollinok, Mr. Maceri, Dr. Petty, Dr. Ponds, Mr. Scarafile

and Dr. Yurchak.

Abstain: Mr. Giancaspro on 3o only.

Nays: None

Absent: Ms. Sciacca and Dr. Sforza

4. POLICY:

Motion: Mr. Anthony Grieco

Seconded: Mr. James Albro

4a. Motioned to adopt the 2020-2021 School calendar. (Attachment 4a)

4b. Motioned to adopt the July 2020 Extended School Year calendar. (Attachment 4b)

4c. Motioned to adopt the 12 month Employee School Year calendar. (Attachment 4c)

4d. Approved the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the 2019-2020 School Year.

Action taken:

Ayes: Mr. Albro, Mr. Cipriano, Mr. Giancaspro, Mr. Grieco, Dr. Helfant, Mr. Hurley, Dr. Kennedy, Mr. Kollinok, Mr. Maceri, Dr. Petty, Dr. Ponds, Mr. Scarafile

and Dr. Yurchak.

Abstain: None

Nayes: None

Absent: Ms. Sciacca and Dr. Sforza

5. TRANSPORTATION:

Motion: Dr. Stephen Yurchak

Seconded: Mr. Anthony Grieco

5a. Motioned to approve the attached 2019-2020 Quote Set 6 (Attachment 5a)

5b. Motioned to approve the withholding of payment on Route #2742 for Joshua Tours, due to non-performance. Penalty of two times the daily rate in the amount of \$554.00 will be deducted from the February payment.

Action taken:

Ayes: Mr. Albro, Mr. Cipriano, Mr. Giancaspro, Mr. Grieco, Dr. Helfant, Mr. Hurley, Mr. Kennedy, Mr. Kollinok, Mr. Maceri, Dr. Petty, Dr. Ponds, Mr. Scarafile

and Dr. Yurchak.

Abstain: None

Nayes: None

Absent: Ms. Sciacca and Dr. Sforza

6. FACILITIES AND PLANNING:

7. **OLD BUSINESS:** None

8. NEW BUSINESS:

Mr. Albro congratulated Mr. Kollinok on his retirement and support over the years and also congratulated Mr. Maceri on his new position in Franklin Lakes. The entire board also expressed the same sentiments. Additionally, Mr. Kollinok congratulated Mr. Maceri on his new position and said he went through a tough process to get there.

9. DISCUSSION ITEMS:

10. FOOD SERVICE:

11. INFORMATION ITEMS:

ADJOURNMENT:

Motion: Mr. John Hurley

Seconded: Mr. James Albro

BE IT RESOLVED, that this meeting is adjourned at **10:25 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**

February 26th, 2020

Motion:

Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on February 26th, 2020 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated February 26, 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

February 26th, 2020

Meeting Opened at _____.

Members Present:

Members Absent:

Also Present:

Special Order of Business

I. Employee Relations and Negotiations

II. Legal

III. Other

Adjournment

Motion:

Seconded:

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

Action taken: