

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

REGULAR MEETING MINUTES
October 17th, 2018

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.:

South Bergen Borough Clerks 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 **9:30 a.m.**

ROLL CALL

Members Present: Mr. Albro, Mr. Giancaspro, Mr. Grieco, Dr. Helfant, Mr. Kennedy, Mr. Kollinok, Mr. Maceri, Mr. Perrapato, Mr. Quatrone and Dr. Yurchak.

Members Absent: Mr. Cipriano, Mr. Hurley, Dr. Ponds, Mr. Scarafilo and Dr. Sforza.

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 about current issues, including the growth of our programs and securing space for anticipated growth. He spoke about Regular Education Intervention and possibly creating a new HS Program to include that. He is interested in creating a feasibility study group to explore the possibility of this. Dr. Kuchar also reminded the group he is offering RBT Training for Paraprofessionals if anyone is interested in sending their staff.

Awards and Recognition - Dr. Kuchar and Board President Gregorio Maceri recognized and thanked Ms. Louise Clarke, former Superintendent of Carlstadt/East Rutherford HS District, for her service and contributions as a SBJC Board Member.

APPROVAL OF MINUTES:

Motion: Mr. Stephen Kollinok
Seconded: Mr. James Albro

1. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Executive Session and Regular Meeting of September 26, 2018 be approved.

Action taken:

Ayes: Mr. Albro, Mr. Giancaspro, Mr. Grieco, Dr. Helfant, Mr. Kennedy, Mr. Kollinok, Mr. Maceri and Dr. Yurchak.

Abstain: Mr. Perrapato and Mr. Quatrone.

Nays: None

Absent: Mr. Cipriano, Mr. Hurley, Dr. Ponds, Mr. Scarafilo and Dr. Sforza.

MEETING OPEN TO THE PUBLIC

Mrs. Forte from the SBJC PTO greeted the Board.

REGULAR ORDER OF BUSINESS

2. FINANCE REPORT:

Motion: Mr. Nicholas Perrapato
Seconded: Mr. Frank Quatrone

- 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, 2018 and approves “ Pursuant to NJAC 6:20-2A.10(E), certify that as of August 31st, 2018 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 2018. (Attachment 2c)

2d. The Board approved the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of August 31st, 2017, 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 | \$2,627,961.80 |
| Payroll/Manual Check | \$1,610,213.49 |
| Cafeteria Checks | <u>\$</u> |
| Total | \$4,238,175.29 |

2f. Motioned to approve the transfers for the month of August 2018. (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. Motioned to approve the revision of the medical plans offered under the School Employees’ Health Benefits Program for the SBJC effective January 1, 2019. The revision is to add the additional option of the Horizon Direct Zero plan to all eligible employees except full time Teacher Aides and Substitutes who are entitled to the HMO plans only.

2j. Motioned to accept the Bergen County Utilities Authority EAC Grant in the amount of \$1,000 to be used for Environmental purposes with our garden project at our Lodi MS/HS Campus.

Action Taken:

Ayes: Mr. Albro, Mr. Giancaspro, Mr. Grieco, Dr. Helfant, Mr. Kennedy, Mr. Kollinok, Mr. Maceri, Mr. Perrapato, Mr. Quatrone and Dr. Yurchak.

Abstain: None

Nays: None

Absent: Mr. Cipriano, Mr. Hurley, Dr. Ponds, Mr. Scarafilo and Dr. Sforza.

3. PERSONNEL:

Motion: Mr. Nicholas Perrapato

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, 2019 through July 31, 2019. 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 Ana Maria Escobar, Paraprofessional, effective September 29, 2018
- 3b. Approved the appointment of Jessica Medina as a Paraprofessional at the hourly rate of \$18.00 effective October 1, 2018 - June 30, 2019.
- 3c. Adjusted Hailey Barteck Annual Salary from \$50,265.00 to \$50,285.00 which is based on Step 1 B.A. of the teacher guide effective October 1, 2018 - June 30, 2019 and will be prorated for the period worked.
- 3d. Approved the salary adjustment for Dania Morris, Teacher, to move from MA+15 step 10 to MA+30 step. Ms. Morris has completed the requirements of MA+30 and is placed on the MA+30 step 10 of the Teacher's Guide, effective September 1, 2018. All documents have been provided. Ms. Morris's adjusted 2018-2019 salary will be \$70,860.00.
- 3e. Accepted the resignation of Tama Mayers, Paraprofessional, effective October 4, 2018.

- 3f. Accepted the resignation of Adrian Perry, Paraprofessional, effective October 20, 2018.
- 3g. Approved a contract with Lodi Board of Education for the Jointure to provide 1:1 aide services effective October 3, 2018 for student L.A.. Full amount of salary, plus benefits and an administrative fee shall be charged to Lodi Board of Education.
- 3h. Approved a contract with Rutherford Board of Education for the Jointure to provide 1:1 aide services effective September 5, 2018 for student E.B.. Full amount of salary, plus benefits and an administrative fee shall be charged to Rutherford Board of Education.
- 3i. Approved a contract with Elmwood Park Board of Education for the Jointure to provide 1:1 aide services effective September 21, 2018 for student J.G. Full amount of salary, plus benefits and an administrative fee shall be charged to Elmwood Park Board of Education.
- 3j. Adjusted the medical leave of absence for Sean Voorhis, Teacher from September 27, 2018 - October 21, 2018. Mr. Voorhis be paid sick days during this time. Mr. Voorhis' physician has confirmed his condition.
- 3k. Approved the appointment of Janice Cromwell to go from a substitute to a Paraprofessional at the hourly rate of \$17.00 effective November 1, 2018 - June 30, 2019.
- 3l. Approved the appointment of Jason Rader as a Paraprofessional at the hourly rate of \$18.00 effective November 1, 2018 - June 30, 2019.
- 3m. Approved the medical leave of absence for Zaryjah Jones, paraprofessional from October 15, 2018 - November 2, 2018. Ms. Jones will be unpaid with benefits during this time (portion of benefits to be paid by employee). Ms. Jones' physician has confirmed her condition.
- 3n. Adjusted the maternity/medical leave under the Family Leave Act for Lisa Gannaio Teacher of the Handicapped for the South Bergen Jointure Commission as follows:

September 4, 2018 - November 29, 2018 Medical leave with benefits
58 paid sick days
(Date of Birth: 10/12/18)
{Portion of benefits to be paid

by

employee}

November 30, 2018 - February 24, 2019 Federal and/or State Family
 Leave,
 by Unpaid with benefit
 {Portion of benefits to be paid
 employee}

- 3o. Accepted the resignation of Wanda Morose, Paraprofessional, effective September 26, 2018.
- 3p. Approved Randi Schmidt, Teacher, to complete her Clinical Experience in Special Education from January 22, 2019 - March 15, 2019 for Rowan University at the Maywood Campus with no change in salary.
- 3q. Approved the Leslie Lang as Head Teacher for the South Hackensack Campus in the amount of \$2,000.00 for the 2018-2019 school year.
- 3r. 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 | Teacher of Performing Arts |

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

Action taken:

Ayes: Mr. Albro, Mr. Giancaspro, Mr. Grieco, Dr. Helfant, Mr. Kennedy,
 Mr. Kollinok, Mr. Maceri, Mr. Perrapato, Mr. Quatrone and Dr. Yurchak.
 Abstain: None

Nayes: None
Absent: Mr. Cipriano, Mr. Hurley, Dr. Ponds, Mr. Scarafile and Dr. Sforza.

4. POLICY:

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

4a. Reporting of Harassment, Intimidation and Bullying Investigations, Trainings and Programs Data Collection for the period July 1, 2017 – June 30, 2018.

(Attachment 4a)

4b. Reported on activities for Violence Awareness Week. (Attachment 4b)

Action taken:

Ayes: Mr. Albro, Mr. Giancaspro, Mr. Grieco, Dr. Helfant, Mr. Kennedy,
Mr. Kollinok, Mr. Maceri, Mr. Perrapato, Mr. Quatrone and Dr. Yurchak.

Abstain: None

Nayes: None

Absent: Mr. Cipriano, Mr. Hurley, Dr. Ponds, Mr. Scarafile and Dr. Sforza.

5. TRANSPORTATION:

Motion: Mr. Nicholas Perrapato
Seconded: Mr. Frank Quatrone

5a. Motioned to approve the attached 2018-2019 Quote Set 3 (Attachment 5a)

5b. Motioned to approve the withholding of payment on Route #2042 for John Leckie Bus Company due to non-performance. Penalty of two times the daily rate in the amount of \$454.00 will be deducted from the September payment.

5c. Motioned to approve the withholding of payment on Routes #AT176 for Madison Invalid Coach due to non-performance. Penalty of two times the daily rate in the amount of \$1,168.00 will be deducted from the September payment.

5d. Motioned to approve the withholding of payment on Routes #AT176 and #2433 for Madison Invalid Coach due to non-performance. Penalty of two times the daily rate in the amount of \$2,172.80 will be deducted from the October payment.

5e. Motioned to approve the addendum for a second aide on route #2333, John

Leckie Bus Company, effective October 2, 2018. Aide cost is \$45.00 per diem.
Total route cost is \$308.99.

5f. Motion to approve the withholding of payment on Route #Steam1 for Joshua Tours due to non-performance. Penalty of two times the daily rate in the amount of \$214.00 will be deducted from the October payment.

Action Taken:

Ayes: Mr. Albro, Mr. Giancaspro, Mr. Grieco, Dr. Helfant, Mr. Kennedy,
Mr. Kollinok, Mr. Maceri, Mr. Perrapato, Mr. Quatrone and Dr. Yurchak.

Abstain: None

Nayes: None

Absent: Mr. Cipriano, Mr. Hurley, Dr. Ponds, Mr. Scarafilo and Dr. Sforza.

6. FACILITIES AND PLANNING:

None

7. OLD BUSINESS:

None

8. NEW BUSINESS:

None

9. DISCUSSION ITEMS:

Dr. Yurchak mentioned some items on the HIB report that he felt needed attention going forward.

10. FOOD SERVICE:

None

11. INFORMATION ITEMS:

ADJOURNMENT:

Motion: Mr. Nicholas Perrapato

Seconded: Mr. Frank Quatrone

BE IT RESOLVED, that this meeting is adjourned at 9:50 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 17th, 2018

Motion:
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on October 17th, 2018 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated October 17th, 2018. 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 17th, 2018

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: