

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

**REGULAR MEETING MINUTES**  
**January 23rd, 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.:

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.

Meeting Opened at **9:30 a.m.**

- Ms. Anna Sciacca, new Superintendent from Garfield BOE was sworn in as a new Board Member.

ROLL CALL

Members Present:     Mr. Albro, Mr. Cipriano, Mr. Giancaspro, Dr. Helfant Mr. Hurley, Mr. Kennedy, Mr. Kollinok, Dr. Maceri, Dr. Ponds, Ms. Sciacca and Mr. Scarafile.  
Members Absent:     Mr. Grieco, Mr. Quatrone, Dr. Sforza and Dr. Yurchak.  
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

- Mr. Grieco and Dr. Sforza arrived at 9:35 a.m. during the Superintendent's Report

Dr. Kuchar updated the Board on the current status of the Alternative High School feasibility study, ongoing facility needs, and the SBJC's Middle States application for accreditation.

Awards and Recognition

The SBJC Robotics team was in attendance and were presented with Certificates of Recognition for their participation in the districts' STEAM competition.

**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 December 19, 2018 be approved.

Action taken:

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

**MEETING OPEN TO THE PUBLIC**

Ms. Liz Forte, SBJC parent group addressed the Board. She stated that she is in the process of getting some other parents to be involved, and commented on the 18-21 year old program that we have in the district, and how she feels other students feel about it.

**REGULAR ORDER OF BUSINESS**

**2. FINANCE REPORT:**

Motion: Mr. Anthony Grieco  
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, 2d, 2e)
- 2b. The Board accepted the Board Secretary's Report as of November 30<sup>th</sup>, 2018 and approves " Pursuant to NJAC 6:20-2A.10(E), certify that as of November 30<sup>th</sup>, 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 November 2018. (Attachment 2c)

2d. The December and January bills list below are approved (lists attached):

Bills Payable	\$2,818,929.75
Payroll/Transfers	\$2,457,828.98
Cafeteria Checks	\$ 21,571.52
<b>Total</b>	<b>\$5,298,330.25</b>

2e. Motioned to approve the transfers for the month of November 2018.  
(Attachment 2e)

2f. Approved the attached professional workshops and the reimbursement costs of the workshops. (Attachment 2f)

2g. The Board approved the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of November 30<sup>th</sup>, 2018, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a).”

2h. Approved the attached list of field trips with cost. (Attachment 2h)

2i. Motioned to approve the acceptance of donations of lunch boxes and assorted small sundries from the 7-11 store, 170 Main St, Lodi to the students at our Lodi Campus in December 2018.

2j. Motioned to approve the incorporation of Yoga Instruction into select SBJC classes given by Bodies by Brownie Wellness Institute for an initial 6 week program at a cost of \$90 per 45 minute session. Competitive quotes were obtained in the vendor selection process.

Action taken:

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

Abstain: Ms. Sciacca

Nayes: None

Absent: Mr. Quatrone and Dr. Yurchak.

### **3. PERSONNEL:**

Motion: Mr. Frank Scarafile

Seconded: Mr. James Albro

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, Office Support, Home Programming and Parent Training Home Program and Home Instruction on an as-needed basis.

3a. Approved the following personnel to be added to the substitute list for the 2018-2019 school year.

Alexis Yotka

3b. Accepted the resignation of Vadim Rud, Occupational Therapist, effective March 2, 2019.

3c. Accepted the resignation, for the purpose of retirement, of Liz DeCandia, Paraprofessional, effective April 1, 2019. The South Bergen Jointure Commission extends its deepest thanks to Ms. DeCandia for her many years of service to the district and extends to her its very best wishes on the occasion of her retirement.

3d. Approved 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 8, 2019	Medical leave with
benefits	
	38 paid sick days (Due Date: 4/3/19) {Portion of benefits to be paid
by	



June 20, 2019 - August 31, 2019 Federal and/or State Family  
Leave,  
Unpaid with benefit  
by {Portion of benefits to be paid  
employee}

3n. Accepted the resignation of Alfredo Fuccilli, Paraprofessional effective February 12, 2019.

3o. Approved the medical leave under the Federal Family and Medical Leave Act for Lauren Hallahan, Teacher, for the South Bergen Jointure Commission, as follows: Ms. Hallahan's physician has confirmed her condition

January 14, 2019 - January 22, 2019 Medical leave with benefits  
7 paid sick days  
by (Portion of benefits to be paid  
employee}

January 23, 2019 - February 15, 2019 Federal and Medical  
Leave,  
Unpaid with benefits  
by {Portion of benefits to be paid  
employee}

3p. Approved the following after school clubs and activities at the Lodi Campus for the 2018-2019 school year.  
Yearbook  
8th Grade Advisor  
12th Grade Advisor

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  
Teacher of Social Studies  
Teacher of English  
Teacher of Reading  
Substitute Teacher Aides  
Assistant Business Administrator  
Supervisor of STEAM  
Bookkeeper  
Transportation Manager

School Health Aide  
Teacher of Math  
Principal  
Reading Specialist  
Teacher of Science  
Clerk/Typist/Receptionist  
Curriculum/Assessment Coordinator  
Teacher of Performing Arts

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

Action taken:

Ayes: Mr. Albro, Mr. Cipriano, Mr. Giancaspro, Mr. Grieco, Dr. Helfant, Mr. Hurley, Mr. Kennedy, Mr. Kollinok, Dr. Maceri, Dr. Ponds, Mr. Scarafile, Ms. Sciacca and Dr. Sforza.  
Abstain: Mr. Giancaspro on 3J only.  
Nays: None  
Absent: Mr. Quatrone and Dr. Yurchak.

**4. POLICY:**

None

**5. TRANSPORTATION:**

Motion: Mr. Nicholas Cipriano  
Seconded: Dr. Matt Helfant

- 5a. Motioned to approve the attached 2018-2019 Quote Set 6 (Attachment 5a)
- 5b. Motioned to approve the withholding of payment on Route #2319 for York Transportation due to non-performance. Penalty of two times the daily rate in the amount of \$476.00 will be deducted from the December payment.
- 5c. Motioned to approve the withholding of payment on Route #2133 for Valley Transportation due to non-performance. Penalty of two times the daily rate in the amount of \$218.94 will be deducted from the January payment.
- 5d. Motioned to approve the withholding of payment on Route #N2469 for John Leckie Bus Company due to non-performance. Penalty of two times the daily rate in the amount of \$377.98 will be deducted from the January payment.

5e. Motioned to approve the withholding of payment on Route #1753 for Jaris Transportation due to non-performance. Penalty of two times the daily rate in the amount of \$610.04 will be deducted from the January payment.

5f. BE IT RESOLVED that the South Bergen Jointure Commission does hereby approve agreements with the following districts for the purposes of student transportation in accordance with Chapter 53, P.L. 1997 for the time period **2019-2020** school year. The services to be provided include, but are not limited to, the Coordinated Transportation of nonpublic, out of district, special education, vocational and summer programs.

Alpine	Becton Regional	Bogota	Carlstadt	Cliffside Park	Dumont	East Rutherford	Edgewater
Emerson	Englewood	Englewood Cliffs	Elmwood Park	Fair Lawn	Fairview	Fort Lee	Garfield
Hackensack	Hasbrouck Heights	Ho Ho Kus	Leonia	Little Ferry	Lodi	Lyndhurst	Maywood
Moonachie	Midland Park	New Milford	North Arlington	Northern Highlands	Palisades Park	Paramus	Pascack Valley
Region 1	Region 2	Region 5	Ridgefield	Ridgefield Park	Ridgewood	River Dell	Passaic
Rutherford	Saddle Brook	Saddle River	South Hackensack	Tenaflly	Teaneck	Toms River	Rochelle Park
Wallington	Wayne	Westwood Regional	Wood-Ridge	West New York			

Action taken:

Ayes: Mr. Albro, Mr. Cipriano, Mr. Giancaspro, Mr. Grieco, Dr. Helfant, Mr. Hurley, Mr. Kennedy, Mr. Kollinok, Dr. Maceri, Dr. Ponds, Mr. Scarafile, Ms. Sciacca and Dr. Sforza.

Abstain: None

Nays: None

Absent: Mr. Quatrone and Dr. Yurchak.

**6. FACILITIES AND PLANNING:**

Motion: Mr. Nicholas Cipriano



Seconded:

Mr. John Hurley

- 6a. Motioned to approve the School Integrated Pest Management Plan for the Lodi Campus. (Attachment 6a)
- 6b. Motioned to approve the School Integrated Pest Management Plan for the Maywood Campus. (Attachment 6b)
- 6c. Motioned to approve the disposal of the attached list of outdated educational hardware. (Attachment 6c)

Action taken:

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

7. **OLD BUSINESS:**

8. **NEW BUSINESS:**

Mr. Scarafile spoke to the Board regarding Little Ferry and Moonachie having the County observe a school lock down and give feedback regarding their procedures. Both Mr. Scarafile and Dr. Ponds said that the input from the county was very valuable and all districts would benefit from this type of intervention. Mr. Giancaspro advised the Board about a program they are doing regarding technology for young children that all can access. He said that further info is on the East Rutherford school district's website.

9. **DISCUSSION ITEMS:**

10. **FOOD SERVICE:**

11. **INFORMATION ITEMS:**

**ADJOURNMENT:**

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

BE IT RESOLVED, that this meeting is adjourned at 10:07 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**

**January 23rd, 2019**

Motion:  
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on January 23rd, 2019 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated January 23, 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**

January 23rd, 2019

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: