MORRIS-UNION JOINTURE COMMISSION
340 Central Avenue
New Providence, NJ 07974

Board of Education Meeting

April 19, 2018

REVISED AGENDA

I. CALL TO ORDER

II. OPENING STATEMENT

This is a public meeting of the Board of Education of the Morris-Union Jointure Commission. Adequate notice of this meeting has been given in accordance with PL1975, Chapter 231, in that a special notice was made in conformance with Section 13 of the Act.

III. FLAG SALUTE

IV. ROLL CALL

Dr. Edwin Acevedo, Long Hill Township
Dr. Christine Burton, Millburn
Mr. June Chang, Summit
Dr. Salvatore Constantino, Mendham Township
Mr. Michael A. Davino, Springfield
Dr. Margaret Dolan, Westfield
Ms. Jennifer Fano, Randolph Township
Dr. Pamela Fiander, Clinton Township
Dr. Thomas Ficarra, School District of South Orange-Maplewood
Mr. Pedro Garrido, Roselle Park
Mr. Edward Grande, Clark
Dr. Margaret Hayes, Scotch Plains-Fanwood
Ms. Elizabeth Jewett, Watchung Hills Regional High School
Dr. Michael LaSusa, School District of the Chathams
Dr. Nancy Lubarsky, Mountainside
Mr. Nick Markarian, Bernards Township
Dr. David Miceli, New Providence
Dr. Matthew Mingle, Warren Township
Ms. Judith Rattner, Berkeley Heights
Dr. Barbara Resko, Watchung Borough
Dr. René T. Rovtar, Montville Township
Dr. Scott Rubin, Cranford
Mr. Jeffrey Rutzky, West Orange  
Mr. Mark Schwarz, Madison  
Mr. Matthew Spelker, Harding Township  
Ms. Christina Steffner, Livingston  
Mr. Gregory A. Tatum, Township of Union  
Dr. Thomas W. Tramaglini, Kenilworth  
Dr. Melissa Varley, Florham Park  
Dr. Frances Wood, Somerset Hills

V. APPROVAL OF MINUTES

Move the approval and adoption of the Minutes of the March 1, 2018 Board of Education meeting.

{Attachment M 1}

VI. CLOSED SESSION

Move the adoption of the following resolution:

This body shall, following completion of the above agenda items, discuss in closed session, pursuant to Section 7B of the Open Public Meetings Act, specific matters which may generally be described as follows:

To discuss pending litigation

The minutes of the discussion in closed session of aforementioned matters may be disclosed to the public on or after final determination of action has been reached.

VII. PUBLIC COMMENT REGARDING AGENDA ITEMS

VIII. PERSONNEL ACTION

A. Move the approval to terminate the employment of the nontenured, noncertified staff member identified in the memorandum attached, in the hands of each Board of Education member and on file in the office of the Board Secretary, effective March 28, 2018.

{To be distributed}
B. Move the approval to terminate the employment of the nontenured, noncertified staff member identified in the memorandum attached, in the hands of each Board of Education member and on file in the office of the Board Secretary, effective April 19, 2018.

{To be distributed}

C. Move the approval to terminate the employment of the nontenured, noncertified staff member identified in the memorandum attached, in the hands of each Board of Education member and on file in the office of the Board Secretary, effective May 19, 2018.

{To be distributed}

D. Move the approval to terminate the employment of the nontenured, noncertified staff member identified in the memorandum attached, in the hands of each Board of Education member and on file in the office of the Board Secretary, effective April 22, 2018.

{To be distributed}

IX. BOARD PRESENTATION

A. HVAC Installation Proposals
   Parette Somjen Architects

X. FINANCE


{Attachment F 1}

B. Ratification of the actions of the School Board Secretary who paid bills and met financial obligations for February 1, 2018 through February 28, 2018.

Move to ratify the action of the School Board Secretary of the Morris-Union Jointure Commission who paid bills and met financial obligations with respect to the attached bill lists
and General Account, effective February 1, 2018 through February 28, 2018 pursuant to the action of the Morris-Union Jointure Commission Board of Education March 1, 2018.

{Attachment F 2}

C. Move the approval and authorization of the School Board Secretary to pay bills and meet financial obligations for April 20, 2018 through May 10, 2018.

D. Move the acceptance of the report of the School Board Secretary and the report of the Treasurer of School Moneys through February 28, 2018.

{Attachment F 3}

E. Resolved: Pursuant to N.J.A.C. 6A:23-2.12(c)4, we certify that as of February 28, 2018, after review of the secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been overexpended in violation of N.J.A.C. 6A:23-2.2(c) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

{Attachment F 4}

F. Move to approve an increase of $1,480.00 to the 2017 – 2018 budget, adjusting the budget from $32,340,856.98 to $32,342,336.98 as follows:

   Junior League of Summit Grant DLC - NP   $1,480.00

{Attachment F 5}

G. Move the approval of the route cost adjustments for the 2017 – 2018 transportation contracts.

{Attachment F 6}

H. Move to approve additional regular business travel for Courtney Spalletta at $250.00 per month for the months of March, April, May, and June 2018.
I. Move to approve the following transportation contracts for the 2017 – 2018 Regular School Year Program:

<table>
<thead>
<tr>
<th>Route#</th>
<th>Sending District</th>
<th>Start Date</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>992</td>
<td>Chatham</td>
<td>3/12/18</td>
<td>$11,440.00</td>
</tr>
<tr>
<td>913</td>
<td>New Providence</td>
<td>4/01/18</td>
<td>$11,683.11</td>
</tr>
<tr>
<td>916</td>
<td>Westfield</td>
<td>3/07/18</td>
<td>$18,661.64</td>
</tr>
</tbody>
</table>


{Attachment FR 1}


{Attachment FR 2}

XI. ADMINISTRATION AND ORGANIZATION (1)

A. Update on MUJC Strategic Plan 2018 - 2023

B. Move the approval of the resolution of the Morris-Union Jointure Commission to continue participation in the Alliance for Competitive Energy Services (ACES) to purchase Electric Generation Services.

{Attachment AO 1}

C. Move the approval of the resolution of the Morris-Union Jointure Commission to continue participation in the Alliance for Competitive Energy Services (ACES) to purchase Natural Gas Services.

{Attachment AO 2}

D. Move the approval to submit for the New Jersey Schools Insurance Group’s 2018 Safety Grant Program in the amount of $17,575.93.

{Attachment AO 3}
E. Move to approve the attendance at conferences requested by staff members as listed on the attached Request for Attendance at Conference Report.

{Attachment AO 4}

F. Notice of Order to Comply in Response to PEOSH Complaint Regarding Health and Safety at DLC – Warren

{Attachment AO 5}

G. Move to approve a partnership between the Developmental Learning Center – Warren and an autism awareness club founded by a Bernards High School student in which DLC students will participate in designing jewelry to be included for purchase on the DLCreations website.

{Attachment AO 6}

H. WHEREAS, the Morris-Union Jointure Commission (the “Commission”), pursuant to N.J.S.A. 18A:18A-1 et seq., advertised for HVAC Upgrades at DLC New Providence (“the Project”); and

WHEREAS, the Commission twice rejected the bids for the Project for being unreasonable as to price; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-5(c), the Commission may negotiate a contract after having twice rejected bids for being unreasonable as to price; and

WHEREAS, the Commission authorized the Business Administrator to negotiate a contract pursuant to N.J.S.A. 18A:18A-5(c); and

WHEREAS, negotiations were conducted with all interested contractors; and

WHEREAS, Amco Enterprises, Inc. (hereinafter referred to as “Amco”) submitted the lowest negotiated price offered by a responsible contractor to complete the base bid work for the Project, in the amount of $3,271,000.00 to supply all the labor and materials which negotiated price is lower than the lowest rejected bid submitted on the second occasion by a responsible bidder and is a reasonable price for such services; and
WHEREAS, this negotiated price is based upon minor modifications to the scope of work, as follows:

1. Amco shall supply double wall duct with venture clad protection system for all roof duct and will eliminate external duct insulation,

2. Amco will work during normal business hours, Monday through Friday, from 6:30 a.m. to 3:00 p.m., with a substantial completion date of December 31, 2018.

3. Amco will install board insulation lined sheet metal panels in existing wall openings and leave the outside louver in place.

4. Amco will replace only those ceiling tiles it damages when working above dropped ceilings.

5. Amco will not be required to carry Builder’s Risk Insurance.

NOW, THEREFORE, BE IT RESOLVED, that the base bid contract for HVAC Upgrades is hereby awarded to Amco in the amount of $3,271,000.00 which negotiated price is lower than the lowest rejected bid submitted on the second occasion by a responsible bidder and is a reasonable price for such services.

BE IT FURTHER RESOLVED, that the Business Administrator is hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this resolution.

XII. STAFF APPOINTMENTS 2017 – 2018 (1)

A. Move the appointment of the following staff member(s) for the 2017 – 2018 school year:

1. Martha Booker will serve as Paraprofessional, DLC – New Providence, .67 FTE, $5,400.00 (Base: $18,000.00), effective April 2, 2018 through June 30, 2018 (existing position).
2. Emily Kuspiel will serve as Temporary Short-term Leave Replacement Teacher of the Handicapped/Students with Disabilities, DLC – Warren, 1.0 FTE, BA, Step 1, $18,054.91 (Base: $48,797.00), effective March 12, 2018 through June 30, 2018 (existing position).

3. Dalma Nova will serve as School Bus Attendant, Transportation, as needed, at a rate of $13.13 per hour, effective April 2, 2018 through June 30, 2018 (existing position).

4. John Rios will serve as School Bus Driver with air brake endorsement, Transportation, as needed, Step 7, at a rate of $18.90 per hour, effective March 19, 2018 through June 30, 2018 (existing position).

5. Heather Seaton will serve as School Bus Attendant, Transportation, as needed, at a rate of $13.13 per hour, effective March 19, 2018 through June 30, 2018 (existing position).

6. Amir Thomas will serve as School Bus Attendant, Transportation, as needed, at a rate of $13.13 per hour, effective March 1, 2018 through June 30, 2018 (existing position).

7. Reyna Nora Valle Morales will serve as Paraprofessional, DLC – New Providence, .67 FTE, $6,390.00 (Base: $18,000.00), effective March 15, 2018 through June 30, 2018 (existing position).

8. Irina Yermak will serve as School Bus Attendant, Transportation, as needed, at a rate of $13.13 per hour, effective February 28, 2018 through June 30, 2018 (existing position).

9. Cara Zotti will serve as Paraprofessional, DLC – New Providence, .67 FTE, $6,300.00 (Base: $18,000.00), effective March 19, 2018 through June 30, 2018 (existing position).

{Attachment HR 1}
B. Move the approval of additional positions for the following staff member(s) for the 2017 – 2018 school year:

1. Katelyn Sowden will serve as Certified Teacher Assistant Substitute, DLC-Warren, as needed, at a rate of $50.00 per day (in addition to salaried contract), from February 8, 2018 through June 30, 2018 (existing position).

2. Katelyn Sowden will serve as Certified Teacher Assistant Substitute - Hourly, DLC – Warren, as needed, at a rate of $6.67 per hour (in addition to salaried contract), effective March 8, 2018 through June 30, 2018 (existing position).

C. Move the approval of the change in status for the following staff member(s) for the 2017 – 2018 school year:

1. Mathew Dischler, Teacher Assistant to Temporary Short-term Leave Replacement Teacher of the Handicapped/Students with Disabilities, DLC – Warren, 1.0 FTE, BA, Step 1, $4,879.70 (Base: $48,797.00), effective April 16, 2018 through April 30, 2018 (existing position).

2. Nicole Espinosa, Temporary Short-term Replacement Speech/Language Specialist, DLC – Warren, from .6 FTE to 1.0 FTE, MA, Step 1, $27,401.60 (Base: $68,504.00), effective March 1, 2018 through June 30, 2018 (existing position).

3. Kelly Flood, from Teacher Assistant to Temporary Short-term Replacement Teacher of the Handicapped/Students with Disabilities, DLC – Warren, 1.0 FTE, BA, Step 1, $11,711.32 (Base: $48,797.00), effective April 18, 2018 through June 30, 2018 (existing position).

D. Move the approval of the mentors and mentoring fee to be paid by the provisional teachers as identified for the 2017 – 2018 school year.

{Attachment HR 2}
XIII. PERSONNEL ACTION

A. Move the approval of the following resolution:

WHEREAS, the continuing expansion of the Developmental Learning Centers requires that the Morris-Union Jointure Commission hire certified and noncertified staff on an emergent basis, prior to the completion of the criminal history record check by the Commissioner of Education; and

WHEREAS, N.J.S.A. 18A:6-7.1 et seq. provides for the emergent hiring of employees for a period not to exceed three months, pending completion of a criminal history records check by the Commissioner of Education; and


NOW, THEREFORE, BE IT RESOLVED, the Morris-Union Jointure Commission Board of Education approves the within Authorization for Emergent Hiring Pending Completion of Criminal History Check and accompanying roster of candidates for employment.

{Attachment HR 3}

B. Notification of family leave under FMLA for the following staff member(s):


2. Carolyn Cargill, Secretary, DLC – Warren, from February 5, 2018 through May 1, 2018 (with health benefits from February 5, 2018 through May 1, 2018).


5. Susan DiPaola, Secretary, DLC – Warren, from February 26, 2018 through March 9, 2018 (with health benefits from February 26, 2018 through March 9, 2018).


C. Notification of family leave under NJFLA for the following staff member(s):


D. Move the approval of uncompensated leave for the following staff member(s):

1. Lita Chavez-Vargas, School Bus Driver, Transportation, from March 26, 2018 through June 22, 2018 (with no health benefits from April 1, 2018 through June 30, 2018).

2. Tameeka Logan, Teacher Assistant, DLC – Warren, from March 22, 2018 (1/2 day) through April 13, 2018 (with no health benefits because leave request is during the probationary period).

XIV. RESIGNATION


5. Susan DiPaola, Secretary, DLC – Warren, effective June 30, 2018 (due to retirement).


XV. POLICY

A. Move to accept on the first reading the following policies:

#3437 Military Leave (Teaching Staff Members)
#4437 Military Leave (Support Staff)
#R5460.1 High School Transcripts (Students)
#5516.01 Student Tracking Devices (Students)
#5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (Students)
#R5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (Students)
#7100 Long-Range Facilities Planning (Property)
#R7100 Long-Range Facilities Planning (Property)
#7102 Site Selection and Acquisition (Property)
#R7102 Site Selection and Acquisition (Property)
#7440 School District Security (Property)
#R7440 School District Security (Property)
#7441 Electronic Surveillance in School Buildings and on School Grounds (Property)
#R7441 Electronic Surveillance in School Buildings and on School Grounds (Property)
XVI. CLOSED SESSION

Move the adoption of the following resolution:

This body shall, following completion of the above agenda items, discuss in closed session, pursuant to Section 7B of the Open Public Meetings Act, specific matters which may generally be described as follows:

Personnel

The minutes of the discussion in closed session of aforementioned matters may be disclosed to the public on or after final determination of action has been reached.

XVII. ADMINISTRATION AND ORGANIZATION (2)

A. Move to approve the following new job descriptions:

   Behavior Analyst/BCBA
   Interim Contracts and Services Specialist
   Interim Director of Transportation
   Transportation Dispatch Manager

   {Attachment AO 7}

B. Move to approve the following revised job descriptions:

   Director of Professional Development
   Support Team Teacher Assistant
   Teacher of the Handicapped/Students with Disabilities/Behavior Specialist

   {Attachment AO 8}
A. Move the approval of the 2018 – 2019 salary guide for the following positions:

Principals
Secretaries
Vice Principal

{Attachment HR 4}

B. Move the approval of the 2018 – 2019, 2019 – 2020, and 2020 – 2021 salary guides:

Custodians
Dispatchers
School Bus Drivers
School Bus Attendants
Teacher Assistants

{Attachment HR 5}

C. Move the approval of the 2018 – 2019 off guide salaries and stipends in the hands of each Board of Education member.

{To be distributed}

D. Move the approval of the employment contract for the period of July 1, 2018 through June 30, 2019, in the hands of each Board member for the following person:

Michael Davison – School Business Administrator/Board Secretary

{To be distributed}

E. Move the approval of the employment contract for the period of July 1, 2018 through June 30, 2019, in the hands of each Board member for the following person:

Denise Smallacomb – Assistant Superintendent

{To be distributed}
**XIX. STAFF APPOINTMENTS 2017 – 2018 (2)**

A. Move the appointment of the following staff member(s) for the 2017 – 2018 school year:

1. Kathleen Fanning will serve as Transportation Dispatch Manager, Transportation, 1.0 FTE, $8,700.00 (Base: $72,000.00), effective May 21, 2018 through June 30, 2018 (new position).

{Resume included with HR 1}

B. Move the approval of the stipend for the position of Interim Contracts and Services Specialist for the following staff member for the 2017 – 2018 school year:

1. Diane Viola-Henriksen, Director of Professional Development, New Providence/Administration, in the amount of $1,000.00 per month, effective May 1, 2018 through June 30, 2018 (new position).

C. Move the approval of the employment contract for Stephen O’Hanlon for the position of Interim Director of Transportation in the hands of each Board of Education member.

{To be distributed}

F. Move the approval of the stipend for the position of Acting Director of Transportation for the following staff member for the 2017 – 2018 school year:

1. Jason Parenti, Director Curriculum and Instruction, DLC – Warren, as needed, in the amount of $5,000.00, effective May 1, 2018 through June 30, 2018.

**XX. NEW BUSINESS**

**XXI. FOR THE GOOD OF THE ORDER**

A. “An entire N.J. high school is sending some happiness to Parkland” – Madison High School

B. “Three honored with heroism award” – Roosevelt Intermediate School, Westfield
C. Upcoming Committee Meeting

Negotiations Committee, April 19, 2018

XXII. PUBLIC COMMENT

XXIII. ADJOURNMENT