**BAYSHORE JOINTURE COMMISSION**

**Regular Monthly Meeting**

**100 Tornillo Way**

**Tinton Falls, New Jersey 07712**

**August 25, 2021**

The Bayshore Jointure Commission met in regular session on June 16 12, 2021, at 8:00 A.M.

Present were present: Mrs. Amanda Lewert, Mr. Scott McCue (on phone), Mr. Jarrad Rummage (on phone arrived 8:49), Ms. Jennifer Zona, Dr. Lisa Savoia (on phone), Mr. Joseph Annibale, Dr. William O. George, and Mr. Christopher Mullins.

Call to Order Mr. Annibale opened the meeting at 8:15 A.M.

Reading of the “Meeting Notice” Mr. Annibale read the following “Meeting Notice” in accordance with the Open Public Meeting Law: PURSUANT TO THE REQUIREMENTS OF STATUTE (N.J.S.A. 10:49 ET SEQ.), OTHERWISE KNOWN AS THE “SUNSHINE LAW,” ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED THAT THE BAYSHORE JOINTURE COMMISSION BOARD OF DIRECTORS WOULD BE HOLDING ITS REGULAR MEETING TODAY, WHICH SPECIFIED THE DATE, TIME AND PLACE OF ITS MEETING. SUCH NOTICE WAS PRINTED AS PART OF THE ANNUAL MEETING NOTICE REQUIREMENT OF THE LAW IN THE OFFICIAL NEWSPAPER OF THE COMMISSION FOLLOWING THE REORGANIZATION MEETING OF THE COMMISSION. THE MEETING NOTICE HAS ALSO BEEN POSTED PUBLICLY AT DISTRICT FACILITIES AND SENT TO ALL MEMBER DISTRICTS BY ELECTRONIC MAIL AND BY REGULAR MAIL TO THE COUNTY CLERK OF THE COUNTY OF MONMOUTH AND ALL OTHERS ON THE COMMISSION’S NOTICE REQUEST LIST. IN SUCH NOTICE IT WAS STATED THAT ACTION MAY BE TAKEN ON ALL AGENDA ITEMS AND SUCH OTHER ITEMS THAT MAY COME BEFORE THE COMMISSION AT THAT TIME.

**Acceptance of Minutes**

Motion was made by Ms. Zona, seconded by Dr. Savoia, and unanimously adopted by a roll call vote to accept the Minutes of the May 12, 2021, June 16, 2021, June 16, 2021 Reorganization meeting and July 28, 2021 Board Meetings.

The result of the roll call vote was as follows: Ms. Lewert, yes; Mr. McCue, yes; Mrs. Zona, yes; Dr. Savoia, yes; and Mr. Annibale, yes.

**Financials**

Motion was made by Dr. Savoia, seconded by Ms. Zona and unanimously adopted by a roll call vote to accept the Financial and approve the payment of bills.

The result of the roll call vote was as follows: Ms. Lewert, yes; Mr. McCue, yes; Mrs. Zona, yes; Dr. Savoia, yes; and Mr. Annibale, yes.

**School Business Administrator’s Monthly Certification of Financial Status**

Pursuant to N.J.A.C. 6A:23A-16.10 (c)3, the Bayshore Jointure Commission Board of Directors accepts the Board Secretary/School Business Administrators Certification for the months ending July 31, 2021 and that no line-item account has been over expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that funds are available for the remainder of the fiscal school year.

**Monthly Certification of Financial Status**

Pursuant to N.J.A.C.6A:23A-16.10 (c)4, the members of the Bayshore Jointure Commission Board of Directors certify that for the months after review of the July 31, 2021. Reports of the Secretary to the Board of Directors and upon consultation with the appropriate district officials, that to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that sufficient funds are available for the remainder of the fiscal school year.

**Payment of Bills**

To approve the list of bills, claims, supplies received, and services rendered to the Board of Directors of the Bayshore Jointure Commission:

**Payroll**

 7/15/21  Gross Wages            $   21,078.35

 7/29/21  Gross Wages            $   60,871.13

**Health Benefits**

  August                                   $  57,383.77

**Bill List**

  8/25/21                                  $ 100,673.82

**TOTAL**                         **$240,007.07**

**CORRESPONDENCE**

None.

**Information and Discussion**

Principal Linda Jordan gave an update on the school including the conclusion of ESY and the upcoming school year. Mr. Mullins provided a June 30, 2021 year-end audit update.

**GENERAL**

Motion was made by Dr. Savoia, seconded by Dr. Beams, and unanimously adopted by a roll call vote to accept A1-A9.

The result of the roll call vote was as follows: Ms. Lewert, yes; Mr. McCue, yes; Mrs. Zona, yes; Dr. Savoia, yes; and Mr. Annibale, yes.

**A1.**    To affirm the May 2021 HIB report as previously reported.

**A2.**      To accept and approve the HIB report for June 2021

| Number    of        Reports | Number of Reports where HIB occurred | Status of all      investigations | Nature of the   bullying | Investigator’s name | Type & nature of discipline imposed | Any other measures imposed | Training conducted to reduce HIB | Programs  implemented to reduce HIB |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 0 | 0 | 0 | N/A | N/A | N/A | N/A | Series of online trainings which include:  **n/a** | Programmingn   Focusing on:  **n/a** |

**A3.** To approve Monmouth University student **Olivia Muhando** to do 150 clinical hours in Speech-Language Pathology under the supervision of Alayna Quattrocchi.

**A4.** To approve a modification to the lease agreement between MOESC and Bayshore. Bayshore is leasing an additional 580 square feet of classroom space (old conference room) and 731 additional square feet of office space (old principal’s office area).  These modifications will increase the annual lease for the 2021-22 year from $338,562 to $356,471.64, an increase of $17,909.76.

**A5.** To approve the submission to the County Office for change of use forms for rooms for the creation of the PreVoc classroom and apartment for the 2021-22 school year.

**A6.** To approve the following 2021-2022 Community Based Learning Field Trip/Job Sampling\*:

| **DATES** | **LOCATIONS** |
| --- | --- |
| ***Monday through Thursday***  ***Job Sampling***  ***September 7-October 29, 2021***  ***Monday through Wednesday***  ***Shopping***  ***September 7-October 29,2021*** | Walmart (shopping)^                                       TGIFridays  (job sampling)\*  353  Rte. 537                                                      180 NJ-35 suite 6000  Neptune, NJ.                                                      Eatontown, NJ.  Five Below (job sampling)\*                             FullFill Foodbank  (job sampling)\*  310   Hwy. 36                                                     Neptune, NJ.  W. Long Branch, NJ.  Bed Bath & Beyond (job sampling)\*  96 Hwy 36  Eatontown NJ.  Riding High Farm (job sampling)\*  145 County RD. 526  Allentown, NJ. |

**A7.** To recommend the Board of Directors approve/ratify attendance at the below listed workshops, for the individuals listed at the costs indicated.  Said travel is directly related to and within the scope of the current responsibilities of the listed employees, is critical to the instructional needs of the district, will improve the participant’s skills and knowledge, or further the efficient operations of the district.  The costs associated with attendance are statutorily authorized travel expenditures and are within the annual maximum travel expenditure amount of the commission.

| **NAME            NAME** | **CONFERENCE** | **DATE** | **COST      COST** |
| --- | --- | --- | --- |
| Bettyann Monteleone | Monmouth County Assoc. of Directors of Special Services  \*Bell Works--Holmdel, NJ. | September 17, 2021\*  October 8, 2021\*  November 12, 2021\*  December 3, 2021  January 14, 2022\*  February 11, 2022\*  March 11, 2022\*  April 1, 2022\*  May 13, 2022\*  June 6, 2022 | $53.01 |
| Linda Jordan | Autism NJ. Beach Bash  Belmar, NJ | September 12, 2021 | $450.00 |

**A8.** To approve the Emergency District Closure Plan 2021-22.

**A8.** To approve the first reading of the New and Revised Policies and Regulation –

1648.11 The Road Froward Covid-19 – Health and Safety

**B**. **PERSONNEL**

I recommend the Board approve/ratify the appointment of the following named individuals who constitute a careful selection and screening of applicants and are hereby recommended for an employment contract contingent upon the successful completion of their degree program, New Jersey Department of Education certification requirements, Federal NCLB Highly Qualified Teacher Requirements, a criminal history clearance and the successful completion of a medical examination as required by the Board of Education. These initial appointments may be changed as District needs develop unless otherwise stipulated.

Motion was made by Ms. Zona, seconded by Ms. Lewert, and unanimously adopted by a roll call vote to accept motions B1-B8.

The result of the roll call vote was as follows: Ms. Lewert, yes; Mr. McCue, yes; Mrs. Zona, yes; Dr. Savoia, yes; and Mr. Annibale, yes.

**B1**.   **10-MONTH NON-CERTIFICATED STAFF- To approve the following Non-Certified   Staff effective September 1, 2021 through June 30, 2022**

| **Last Name** | **First Name** | **Job Title** | **Step** | **Salary 21-22** |
| --- | --- | --- | --- | --- |
| Marrero | Georgia | Paraprofessional | 1 | **$25,771** |
| Flynn | Mayra | Paraprofessional | 1 | **$25,771** |
| O’Neill | Lisa | Paraprofessional | 1 | **$25,771** |
| Maleton | Jeannine | Paraprofessional | 1 | **$25,771** |

**B2.   10-MONTH CERTIFICATED STAFF- To approve the following Certified**

**Staff effective September 1, 2021 through June 30, 2022**

| **Last Name** | **First Name** | **Job Title** | **Step** | **Salary 21-22** |
| --- | --- | --- | --- | --- |
| Reilly | Edward | Art Teacher | MA [1] | **$58,845** |
| O’Krepki | Michael | Gym/Health Teacher | MA [1] | **$58,845** |

**B3.   10-MONTH CERTIFICATED SUBSTITUTE STAFF- To approve the following Certified Substitute Staff effective September 1, 2021 through November 3, 2021**

| **Last Name** | **First Name** | **Job Title** | **Per diem rate 21-22** |
| --- | --- | --- | --- |
| Salerno | Joseph | Long Term Substitute Teacher | **$200.00** |

**B4.   10-MONTH NON-CERTIFICATED SUBSTITUTE STAFF- To approve the following Non-Certified Substitute Staff effective September 1, 2021 through June 30, 2022**

| **Last Name** | **First Name** | **Job Title** | **Per diem rate  21-22** |
| --- | --- | --- | --- |
| Kelleher | Zoe | Sub Paraprofessional | **$100.00** |
| Gilbert | Jordan | Sub Paraprofessional | **$100.00** |
| Akinsanmil | Christianah | Sub Paraprofessional | **$100.00** |
| Sciarrino | Emily | Sub Paraprofessional | **$100.00** |
| Sweeney | Aiden | Sub Paraprofessional | **$100.00** |
| Gomes | Brian | Sub Paraprofessional | **$100.00** |

**B5.   SUMMER ESY NON- CERTIFICATED STAFF - To ratify the following**

**Summer ESY non-Certified Staff  effective July 6, 2021 through August 12, 2021**

| **First Name** | **Last Name** | **Job Title** | **Per Diem** |
| --- | --- | --- | --- |
| Carolina | D’Emery | ESY Paraprofessional | **$85.00** |

**B6.   10-MONTH CERTIFICATED STAFF *RESIGNATIONS***

**To approve the following Certified Staff RESIGNATIONS effective September 1, 2021:**

| **Last Name** | **First Name** | **Job Title** | **Step** | **Salary  21-22** |
| --- | --- | --- | --- | --- |
| Wilensky | Jacky | Teacher | BA[8] | **$58,370** |

**B7.   10-MONTH NON-CERTIFICATED STAFF *RESIGNATIONS***

**To approve the following NON-Certified Staff RESIGNATIONS effective September 1, 2021:**

| **Last Name** | **First Name** | **Job Title** | **Step** | **Salary  21-22** |
| --- | --- | --- | --- | --- |
| Piccolomini | Mary Grace | Paraprofessional | [1] | **$25,771** |

**B8.** To approve a **Leave Of Absence** for **Rileigh Barradale,** at the Shore Center for Students with Autism, with benefits, as follows:

Effective**September 1, 2021 through  October 29, 2021**, unpaid leave of absence pursuant to  Family Medical Leave Act (FMLA) and the New Jersey Family Leave Act (NJFLA)

Motion was made by Ms. Lewert, seconded by Ms. Zona, and unanimously adopted by a roll call vote to accept the Superintendent’s Report.

The result of the roll call vote was as follows: Ms. Lewert, yes; Mr. McCue, yes; Mrs. Zona, yes; Dr. Savoia, yes; and Mr. Annibale, yes.

**Superintendent’s Report:**

 District: Bayshore - Month of **July 2021**

| **SCHOOL NAME** | **DRILL TYPE** | **OCCUPANT INVOLVED** | **DATE & TIME** |
| --- | --- | --- | --- |
| Regional Achieve Academy/The Shore Center | **Fire Drill** | STUDENTS/STAFF/FACULTY | July 14, 2021  1:01 pm.-1:06 pm. |
| Regional Achieve Academy/The Shore Center | **Shelter in Place** | STUDENTS/STAFF/FACULTY | July 28, 2021  12:35 pm.-12:41 pm. |

**A.   Enrollment:**

   **A1**.  To note the enrollment as of **July 31, 2021** for the Bayshore Jointure Commission was **53** students.

| ***Grades*** | ***Total*** |
| --- | --- |
| **Pre-K** | **1** |
| **Kindergarten** | **2** |
| **1st** | **2** |
| **2nd** | **3** |
| **3rd** | **2** |
| **4th** | **1** |
| **5th** | **1** |
| **6th** | **4** |
| **7th** | **5** |
| **8th** | **6** |
| **9th** | **5** |
| **10th** | **6** |
| **11th** | **8** |
| **12th** | **4** |
| **12+** | **3** |
| **TOTAL STUDENTS** | **53** |

**New Business –** None

**Old Business** – None.

**Public Comment –** Association hoped everyone would enjoy the rest of their summer.

**Executive Session**

Motion was made by Ms. Lewert, seconded by Ms. Zona, and unanimously adopted by a roll call vote to go into closed session at 8:24.

The result of the roll call vote was as follows: Ms. Lewert, yes; Mr. McCue, yes; Mrs. Zona, yes; Dr. Savoia, yes; and Mr. Annibale, yes.

**Closed Session Motion to approve the following resolution.**

Pursuant to N.J.S.A. 10:4 -12(b), the public is hereby excluded so that the Board can meet in Executive Session to discuss the following items: **Personnel**

Motion was made by Ms. Zona, seconded by Mrs. Lewert, and unanimously adopted by a roll call vote to come out of closed session at 8:42.

The result of the roll call vote was as follows: Ms. Lewert, yes; Mr. McCue, yes; Mrs. Zona, yes; Dr. Savoia, yes; and Mr. Annibale, yes.

Dr. Rummage entered the meeting at 8:49.

Motion was made by Ms. Zona, seconded by Ms. Lewert, and unanimously adopted by a roll call vote to approve the following resolution pending Commissioner of Education approval.

The result of the roll call vote was as follows: Ms. Lewert, yes; Mr. McCue, abstain; Mrs. Zona, yes; Dr. Rummage, yes; Dr. Savoia, abstain; and Mr. Annibale, yes.

**Resolution Approving Shared Services Agreement and Shared Services School Business Administrator Employment Contract**

WHEREAS, pursuant to N.J.S.A. 18A:17-24.1 the boards of education of two or more school districts may share a school business administrator; and

WHEREAS, the decision to share a school business administrator of schools shall be made jointly by the boards of education of the districts, in consultation with the respective school districts, and subject to the final approval of the Commissioner of Education; and

WHEREAS, Monmouth Ocean Educational Services (MOESC) operates a commission servicing school districts in Monmouth county, Ocean county and across the State of New Jersey.  Bayshore Jointure Commission (Bayshore) operates a Prek-12+ special education school known as the Shore Center; and

WHEREAS, MOESC and Bayshore are required to employ a School Business Administrator for their respective school districts; and

WHEREAS, MOESC and Bayshore believe that the services of a School Business Administrator can be more efficiently and economically provided to their respective school districts through a Shared Services Agreement permitting the mutual employment of a shared School Business Administrator and therefore have developed a “Shared Services Agreement” for the period, December 1, 2021 through July 1, 2026, and a “Shared Services School Business Administrator Employment Contract”, for the period, December 1, 2021 through June 30, 2024; and

WHEREAS, The Executive County Superintendent of the County of Monmouth has approved both the Shared Services Agreement and the Shared Services School Business Administrator Employment Contract, pursuant to the provisions of N.J.S.A. 18A:17-24.1, et seq., and authorized the respective School Boards to approve both documents which are incorporated by reference as if fully set forth herein and shall be made a part of the permanent records of the Board;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Bayshore Jointure Commission hereby approves the Shared Services Agreement with the Monmouth Ocean Educational Services Commission, and authorizes the Board President to execute the Shared Services Agreement on behalf of the Board; and

BE IT FURTHER RESOLVED, that the Board of Education of Bayshore Jointure Commission hereby approves the Shared School Business Administrator Employment Contract, and the employment of Mr. Christopher J. Mullins as Shared School Business Administrator, effective December 1, 2021, in accordance with the terms and conditions set forth in the Contract, and authorizes the Board President to execute the Contract on behalf of the Board.

**Adjournment**

Motion was made by Ms. Zona, seconded by Ms. Lewert, and unanimously adopted to adjourn the meeting at 8:51 am.

The result of the roll call vote was as follows: Ms. Lewert, yes; Mr. McCue, yes; Mrs. Zona, yes; Dr. Rummage, yes; Dr. Savoia, yes; and Mr. Annibale, yes.

Respectfully Submitted.

*Christopher J. Mullins*

Christopher J. Mullins

Board Secretary