



## **BAYSHORE JOINTURE COMMISSION**

### **Regular Meeting Minutes**

**April 26, 2023**

The Bayshore Jointure Commission met in regular session on April 26, 2023, at 8:00 A.M.

Present were: Mr. Scott McCue, Ms. Nelyda Perez (8:15), Mr. Joseph Annibale, Ms. Lewert, Ms. Walker, Dr. Jared Ramage, Dr. Lisa Savoia, Dr. William George, Mr. Christopher Mullins, Mrs. Linda Jordan, Bettyann Monteleone, Rowena Frankenbush, Bridget Paling, John Werner, Denise Grillo and Nurse Margie Vural.

1. **Call to Order**
2. **Pledge**
3. **Meeting Notice:**

#### **Sunshine Law Notice**

PURSUANT TO THE REQUIREMENTS OF STATUTE (N.J.S.A. 10:4-9 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.

4. **Roll Call**

A Motion was made by Dr. Savoia, seconded by Dr. Ramage and unanimously adopted by a roll call vote to accept the Minutes from March 22, 2023.

The result of the roll call vote was as follows: Mr. McCue, yes; Dr. Savoia, yes; Mr. Annibale, yes; Dr. Ramage, yes; Ms. Walker, yes; Ms. Lewert, Abstain.

5. **Acceptance of Minutes: March 22, 2023**

A Motion was made by Mr. McCue, seconded by Ms. Lewert and unanimously adopted by a roll call vote to accept the Financials and approve the payment of Bills.

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

**6. 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 March 31, 2023 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.

**7. 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 March 31, 2023. 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.

**Click for Financials: *March Financials***

**8. 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:

**Click for Bill List: *April 26 Bill List***

•	<b><u>Payroll</u></b>	
	3/15/23 Gross Wages	\$133,243.90
	3/31/23 Gross Wages	\$138,051.92
•	<b><u>Health Benefits</u></b>	
	April	\$ 71,235.79
•	<b><u>Bill List</u></b>	
	4/26/23	\$122,260.67
	<b>TOTAL</b>	<b><u>\$464,792.28</u></b>

**9. Correspondence - none**

Ms. Perez entered the meeting.

**10. Information and Discussion:**

- Linda Jordan gave an update on school events, RBT's , curriculum writers and Employee of the Month - Nurse Margy Vural.
- Dr. George Congratulated Jared Ramage on Superintendent of the Year.
- Dr. George gave a facility plan update.
- Mr. Mullins gave a budget update, spoke about the Climate Awareness Grant and discussed the addition and lease update.

**11. Motions – the following motions have been recommended by the Superintendent:****A. GENERAL**

A Motion was made by Dr. Savoia, seconded by Ms. Walker and unanimously adopted by a roll call vote to accept item A.1 through A.18.

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The result of the roll call vote was as follows: Mr. McCue, yes; Dr. Savoia, yes; Mr. Annibale, yes; Dr. Rumage, yes; Ms. Walker, yes; Ms. Lewert, yes; Ms. Perez, yes.

**A1.** To affirm the February 2023 HIB report as previously reported.

**A2.** To accept and approve the HIB report for March 2023

# of reports	# 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: <b>Functional Communication</b>	Programming Focusing on: <b>Communication</b>

**A3.** To approve the revised **2022 - 2023 Bayshore Jointure Commission Notice of Meeting Dates.**

**A4.** To accept the **Certification and Approval of the County District School Information System** (CDS) for Bayshore Jointure Commission for the 2023-2024 school year.

**A5.** To approve, Agreement for **Instructional, Special Education and or Transportation Aide Placements** between Monmouth Ocean Educational Services Commission and the Bayshore Jointure Commission for the 2023-2024 school year. **APPS Agreement 2023-2024**

**A6.** To approve, Agreement for **School Nursing Services** between Monmouth Ocean Educational Services Commission and the Bayshore Jointure Commission for the 2023-2024 school year. **BJC Nurse Agreement**

**A7.** To approve the 3% increase for Business Administrative Services and the \$250 monthly increase for Administrative services between MOESC and Bayshore Jointure Commission for the 2023-2024 school year.

**A8.** To accept the 2% increase in the Lease between MOESC and Bayshore Jointure Commission for the 2023-2024 school year.

**A9.** To accept the Rural Education Achievement Program (REAP) award for the 2023-2024 school year (fiscal year (FY) 2023) in the amount of \$23,599.

**A10.** To approve the **Memorandum of Agreement** from Wingman (A program from Dylan's Wings of Change).

**A11.** To approve the **Student Leader Training Fee** for Wingman, a program from Dylan's Wings of Change. Fifty percent of the cost will be shared with The Regional Achievement Academy.

**A12.** To appoint John Paredes as an authorized person for grant applications at the fee of \$100 an hour.

**A13.** To approve the new Supervisor (Behavioral Services) **job description**

**A14. ADOPTION OF 2023-2024 BUDGET**

BE IT RESOLVED, that the **2023-2024 Budget** in the amount of **\$5,837,000** be approved for the 2023-2024 school year.

	GENERAL FUND	SPECIAL REVENUES	TOTAL
<b>2023-2024 Total Expenditures</b>	<b>5,825,000.00</b>	<b>\$12,000</b>	<b>5,837,000.00</b>

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<b>Less: Ant. Revenues</b>	<b>5,825,000.00</b>	<b>\$12,000</b>	<b>5,837,000.00</b>
<b>Taxes to be Raised</b>	<b>\$-0-</b>	<b>\$-0-</b>	<b>\$-0-</b>

**A15.** To recommend the Board of Directors approve 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	CONFERENCE	DATE/LOCATION	COST
Rowena Frankenbush	Personnel Processing	5/17/23 9am-12pm Systems 3000 Tinton Falls, NJ	Registration \$0 Mileage \$0 <b>Total \$0</b>

**A16.** To approve/ratify the following 2022-2023 Community Based Instruction Field/School Trip\*\*/Food shopping^/Job Sampling\*:

DATES	LOCATIONS
<b>Monday through Thursday Job Sampling* April 1 - June 16, 2023</b>	<b>Barlows*</b> 1014 Sea Girt Ave. Sea Girt, NJ 08750  <b>Battleview Orchards)*</b> 91 Wemrock Road Freehold, NJ 07728
<b>Monday through Wednesday Shopping^ April 1 - June 16, 2023</b>	<b>Freehold Raceway Mall Food Court^</b> 3710 US-9, Freehold, NJ 07728  <b>Rita's Italian Ice^</b> 47 Main Street Freehold, NJ 07728
<b>Tuesday, April 25, 2023- Field Trip** Room B120 &amp; C200</b>	<b>Train Ride to/from Long Branch to Red Bank</b> Lunch @ Brother's Restaurant 188 W.Front St. Red Bank, NJ 07701
<b>Wednesday, April 26, 2023- School Trip**</b>	<b>Jersey Shore Blue Claws</b> 2 Stadium Way Lakewood, NJ 08701
<b>Friday, May 19, 2023-School Trip**</b>	<b>Toms River Field of Dreams**</b> 37 Harpers Ferry Road Toms River, NJ 08753
<b>Thursday, June 8, 2023-Field Trip**</b>	<b>Lifetown**</b> 10 Microlab Road Livingston, NJ 07039

**A17.** To approve the **First** reading of the Bayshore Jointure Commission Policy(s)/Regulation(s):

**Policies 230****Regulations 230**

P 0144	Board Member Orientation and Training (Revised)
P & R 2520	Instructional Supplies (M) (Revised)
P 3217	Use of Corporal Punishment (Revised)
P 4217	Use of Corporal Punishment (New)
P 5305	Health Services Personnel (M) (Revised)
P & R 5308	Student Health Records (M) (Revised)

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P & R 5310	Health Services (M) (Revised)
P 6112	Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
R 6115.01	Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New)
P 6115.04	Federal Funds – Duplication of Benefits (M) (New)
P 6311	Contracts for Goods or Services Funded by Federal Grants (M) (Revised)
P 7440	School District Security (M) (Revised)
P 9100	Public Relations (Abolished)
P 9140	Citizens Advisory Committees (Revised)
R 9140	Citizens Advisory Committee (M) (Abolished)

**A18. JUNE 30, 2022 ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR)**

BE IT RESOLVED, that the Board approve and accept the Annual Comprehensive Financial Report with no Corrective action plan (no findings or recommendations) for the fiscal year ending June 30, 2022.

Click on Link: [\*\*Auditors Management Report\*\*](#) [\*\*ACFR 2022 Report\*\*](#)

**PERSONNEL**

A Motion was made by Ms. Lewert, seconded by Ms. Walker and unanimously adopted by a roll call vote to accept items B1 through B11.

The result of the roll call vote was as follows: Mr. McCue, yes; Dr. Savoia, yes; Mr. Annibale, yes; Dr. Ramage, yes; Ms. Walker, yes; Ms. Lewert, yes; Mz. Perez, yes.

BE IT RESOLVED, that the Bayshore Jointure Commission's Board of Directors approves the appointment(s) for the following staff member(s), as recommended by the Superintendent of Schools contingent upon the successful completion of their degree program, New Jersey Department of Education certification requirements, P.L. 2018.c 5, 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.

**B1. 10-MONTH NON-CERTIFICATED STAFF RESIGNATIONS -Revised**

To approve the following Non-Certified Staff Resignations

First Name	Last Name	Job Title	Salary/Step 22-23	Change of Date:
Jeannine	Maleton	Paraprofessional	\$26,999 (2)	<b>4/5/2023 to 3/17/2023*</b>

*\*job abandonment*

**B2.** To ratify the following Curriculum Writer to be compensated at their hourly rate of \$38.00 for up to 10 hours between February and May 2023.

First Name	Last Name	Date
Alicia	Tobias	<b>RESCINDED 3/20/2023</b>

**B3. 10-MONTH NON- CERTIFICATED STAFF**

To ratify the following Non-Certified Staff:

First Name	Last Name	Job Title	Salary/Step 22-23	Start Date
Kelly	Conley	Paraprofessional	\$26,749 (1)	4/17/2023*

*\*Pending Criminal History*

**B4. 10-MONTH NON-CERTIFICATED SUBSTITUTE STAFF**

To ratify the following Non-Certified Substitute Staff:

First Name	Last Name	Job Title	Daily Rate 22-23	Start Date
Beutel	Marilyn	Substitute Paraprofessional	\$100 per diem	3/27/2023*

*\*Pending Criminal History*

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**B5. 12-MONTH NON-CERTIFICATED STAFF****To approve the following Non-Certified Staff for rehire effective July 1, 2023 through June 30, 2024**

First Name	Last Name	Job Title	Salary 23-24
Lisa	Liscoe	School Secretary	\$42,793
Rowena	Frankenbush	Administrative Secretary	\$64,790
Tracy	Petrino	Paymaster/Health Benefits Administrator	\$18,829

**B6. 10-MONTH NON-CERTIFICATED STAFF****To approve the following Non-Certified Staff for rehire effective September 1, 2023 through June 30, 2024**

First Name	Last Name	Job Title	Salary 23-24	Step 23-24
Samantha	Baudo	Paraprofessional	\$28,041	[2]
Jenny	Beutel	Paraprofessional	\$28,041	[2]
Renee	Cameron	Paraprofessional	\$29,216	[6]
Vicki	Canales	Paraprofessional	\$28,291	[3]
Margaret	Carroll	Paraprofessional	\$28,291	[3]
Shannon	Carroll-Ieronimo	Paraprofessional	\$28,041	[2]
Kenia	Chavez-Mendoza	Paraprofessional	\$28,291	[3]
Kelly	Conley*	Paraprofessional	\$27,791	[1]*
Ciara	Doherty	Paraprofessional	\$28,041	[2]
Rick	Esner	Paraprofessional	\$28,041	[2]
Caitlyn	Fehley	Paraprofessional	\$28,041	[2]
Michele	Ferone	Paraprofessional	\$28,041	[2]
Jamee	Foley	Paraprofessional	\$28,791	[5]
Lauren	Goldberg	Paraprofessional	\$29,216	[6]
Cindy	Gomes	Paraprofessional	\$28,791	[5]
Denise	Grillo	Paraprofessional	\$29,216	[6]
Rachel	Krisman	Paraprofessional	\$28,041	[2]
Elizabeth	Levano	Paraprofessional	\$28,791	[5]
Samantha	Maidlow	Paraprofessional	\$28,791	[5]
JoAnn	Melillo	Paraprofessional	\$28,541	[4]
Odlanyer	Monzon	Response Team Leader	\$34,355	RTL [5]
Randy	Myles	Paraprofessional	\$28,041	[2]
Ada	Norton	Paraprofessional	\$28,791	[5]
Lisa	O'Neill	Paraprofessional	\$28,291	[3]
Francine	Panos	Paraprofessional	\$28,791	[5]
Danielle	Perrotta	Paraprofessional	\$28,791	[5]
Angela	Pfleger	Paraprofessional	\$28,791	[5]
Teresa	Rhodes	Paraprofessional	\$29,216	[6]
Shannon	Rose	Paraprofessional	\$28,541	[4]
Joseph	Salerno	Paraprofessional	\$28,791	[5]
Jessica	Santangelo	Paraprofessional	\$29,216	[6]
Anne	Seely	Paraprofessional	\$28,791	[5]
Keeley	Treubert	Paraprofessional	\$28,041	[2]
Christopher	Zeller	Response Team Leader	\$31,350	RTL [2]
Donna	Zircher	Paraprofessional	\$28,041	[2]

\*No step change Hired after Feb 1

**B7. 10-MONTH CERTIFICATED STAFF**

To approve the following Certified Staff for rehire effective September 1, 2023 through June 30, 2024

First Name	Last Name	Job Title	Salary 23-24	Step 23-24
Molly	Balseiro	Speech Therapist	\$62,140	MA [3]
Jessica	Beckett	Teacher	\$66,140	MA [8]
Michele	Calandrillo	Teacher	\$60,930	BA+30 [7]
Courtney	Damiano	Gym Teacher	\$61,530	BA [9]
Samantha	Frangé	Teacher	\$64,130	BA+30 [10]
Carlee	Janes	Music Teacher	\$64,140	MA [6]
Maggie	Lukenda	Speech Therapist	\$65,140	MA [7]
Edward	Reilly	Art Teacher	\$62,140	MA [3]
Anthony	Santangelo	Teacher	\$59,180	BA+30 [5]
Tiffany	Savarese	Teacher	\$56,530	BA [3]
Sarah	Signor	Teacher	\$61,530	BA [9]
Lisa	Smith	Counselor	\$69,577	MA [5]
Jade	Smolokoff	Speech Therapist	\$63,390	MA [5]
Alicia	Tobias	Teacher	\$71,940	MA [13]
Margaret	Vural	Nurse	\$64,130	BA+30 [10]
John	Werner	Teacher	\$70,740	MA [12]
Jaclyn	Wilensky	Teacher	\$62,730	BA [10]
Stephanie	Yurkiw	Teacher	\$61,530	BA [9]

*\*No step change Hired after Feb 1 or worked less than 5 months*

**B8.** To approve the following RBT Paraprofessionals the annual stipend of \$2,500 which shall be included in the paraprofessional's base salary (*included for pension purposes*) effective September 1, 2023 through June 30, 2024.

First Name	Last Name	Annual Stipend 2023-2024
Jenny	Beutel	\$2,500
Renee	Cameron	\$2,500
Lauren	Goldberg	\$2,500
Cindy	Gomes	\$2,500
Denise	Grillo	\$2,500
Ada	Norton	\$2,500
Angela	Pflegler	\$2,500
Joseph	Salerno	\$2,500
Lisa	O'Neill	\$2,500
Shannon	Rose	\$2,500

**B9.** To approve the following Curriculum Writers to be compensated at their hourly rate of \$38.00 for an additional 16 hours between April 2023 and June 2023.

First Name	Last Name	Additional 16 Hour Total
Jessica	Beckett	\$608
Michele	Calandrillo	\$608
Sam	Frangé	\$608
Anthony	Santangelo	\$608
Jaclyn	Wilensky	\$608

**B10.** To ratify to compensate Lauren Scheller \$49.22 for an additional 2 hours to participate in parent conferences.

**B11. 10-MONTH CERTIFICATED STAFF- To approve the following Certified Staff effective April 26 , 2023 through June 30, 2023**

First Name	Last Name	Job Title-Change in status	Step	Salary 22-23
Lauren	Scheller	Paraprofessional to Teacher	BA [1]	\$ 27,249 to \$ 54,460

**12. Superintendent's Report:**

A Motion was made by Dr. Savoia, seconded by Ms. Perez and unanimously adopted by a roll call vote to accept the Superintendent's Report.

The result of the roll call vote was as follows: Mr. McCue, yes; Dr. Savoia, yes; Mr. Annibale, yes; Dr. Rumage, yes; Ms. Walker, yes; Ms. Lewert, yes; Ms. Perez, yes.

**District: Bayshore - Month of March 2023**

Emergency Drill Summary:

School/Building	Drill Type	Occupants Involved	Date & Time
Regional Achievement Academy / The Shore Center	Lockdown	Students/Staff/Faculty	3/9/23; Start 9:34 am- 9:38 am Duration of Drill: 4 minutes
Regional Achievement Academy / The Shore Center	Fire Drill	Students/Staff/Faculty	3/20/23; Start 9:23 am - 9:29 am Duration of Drill: 6 minutes

**A. Enrollment:**

**A1.** To note the enrollment as of **March 31, 2023** for the Bayshore Jointure Commission was 57 students.

<b>Grades</b>	<b>Total</b>
Pre-K	0
Kindergarten	2
1st	4
2nd	2
3rd	1
4th	3
5th	2
6th	2
7th	2
8th	4
9th	4
10th	6
11th	7
12th	4
12+	14
<b>TOTAL STUDENTS</b>	<b>57</b>

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



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Motion was made by Dr. Savoia, seconded by Ms. Perez, and unanimously adopted to enter into the Executive session at 8:27 am.

The result of the roll call vote was as follows: Mr. McCue, yes; Dr. Savoia, yes; Mr. Annibale, yes; Dr. Ramage, yes; Ms. Walker, yes; Ms. Lewert, yes; Ms. Perez, yes.

Mr. Mullins and Dr. George exited the meeting at 8:42

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: Negotiations, Stipends, BJEI Proposal and Personnel

\*Though the Board cannot guarantee it, the estimated time in executive session is about **10** minutes.

14. Old Business

15. New Business

16. Public Comments

17. Adjournment

Motion was made by Dr. Savoia, seconded by Dr. Ramage, and unanimously adopted to adjourn the meeting at 8:55 am.

The result of the roll call vote was as follows: Mr. McCue, yes; Dr. Savoia, yes; Mr. Annibale, yes; Dr. Ramage, yes; Ms. Walker, yes; Ms. Lewert, yes; Ms. Perez, yes.

Respectfully Submitted,

*Christopher Mullins*

Christopher Mullins  
Board Secretary