

**SOUTH HACKENSACK BOARD OF EDUCATION**  
**Regular Meeting Minutes**  
**Monday, November 14, 2016**

A regular meeting of the Board of Education was held on Monday, November 17, 2016, in the Media Center of Memorial School, 1 Dyer Avenue, South Hackensack, New Jersey. The meeting was called to order at 7:30 p.m. by President, Mrs. Lofaro

Mrs. Lofaro read the following statement:

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the Act, the South Hackensack Board of Education has caused notice of meetings published in The Record by having the date, time and place thereof posted. Notice was also placed on the Bulletin Board in the Municipal Building and in the Lobby of Memorial School.

Roll call was taken by Elizabete Schaefer, Board Secretary, and the following members responded to their names:

Present: Mr. Aquilina, Mrs. Cagas, Ms. Encarnacion, Mrs. Lofaro, Mr. Perdomo, Mrs. Regan

Absent: Ms. Davis

Also Present: Gregorio Maceri, Elizabete Schaefer, Mrs. Watts

Mrs. Lofaro led the Board in the Flag salute

Approximately 2 people in attendance

Presentations: None

Public Discussion on Agenda Resolutions: None

**Mrs. Lofaro read the following statement:**

Residents are requested to state their names, addresses and subject matter. Issues raised by members of the public may or may not be responded to by the Board. All comments will be considered and a response will be forthcoming if and when appropriate. The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding students and employees of the District are discouraged and will not be responded to by the Board. Students and employees have specific legal rights afforded by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by members of the public. Members of the public should consider their comments in light

of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments.

Approval of Minutes: None

Approval of Correspondence: None

Report of the Superintendent:

Mr. Maceri opened his report by giving the board the current enrollment which stands at 274. Mr. Maceri explained the board elections and that we are still waiting on the certified election results. There had been some confusion with the write in votes and with the terms for 1 of the seats. Mr. Maceri stated that once the district receives the certified election results he will pass the information to the board. He would like to go into private session to address the school secretary position. Mr. Maceri stated due to some conflict, the beefsteak had been moved from November 18, 2016 to November 17, 2016. The Thanksgiving celebration is schedule for November 23, 2016 followed by a 1 p.m. dismissal of students and staff. Mr. Maceri would like to do a South Hackensack Community trip to Citifield and would like to have the township involved to promote this event. He gave the board the information regarding this event and the board seemed excited to promote this. Mrs. Lofaro suggested fundraising to offset the cost of the tickets, especially for the students at Memorial school. Mr. Maceri was opened to any suggestions to make this a great experience for the children. Mr. Maceri then continued his report by asking the board if there were any questions or comments on any of the resolutions presented and that were reviewed at the workshop meeting of November 7, 2016. No comments or questions were voiced on any of the resolutions.

OLD BUSINESS: None

NEW BUSINESS:

The following resolutions were moved by Mrs. Regan, seconded by Mrs. Cagas

1. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the reimbursement of the Principal's Account in the amount of \$5,254.99.

| Description                  | Cost       |
|------------------------------|------------|
| Washington D.C. – Chaperones | \$5,165.00 |
| Custodial Supplies           | \$89.99    |

2. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following for the school year 2016-2017:  
Accept Monthly Discipline Report

| Month          | In-School Suspensions |
|----------------|-----------------------|
| September 2016 | 0                     |
| October 2016   | 1                     |

3. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following for the school year 2016-2017:

Accept Monthly Superintendent HIB Report and approves the actions recommended by the Superintendent for the following incidents: (if applicable)

| Month          | HIB Incidents |
|----------------|---------------|
| September 2016 | 0             |
| October 2016   | 0             |

4. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following for the school year 2016-2017:  
*(Attachment A)*

The monthly district calendar

5. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the schedule for the boys' and girls' basketball teams and schedules. *(Attachment B)*
6. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve a \$52.00 event payment to basketball referees for the school year 2016-2017.

7. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following class trips:

| Grade                 | Trip                               | Date           |
|-----------------------|------------------------------------|----------------|
| 2 <sup>nd</sup> Grade | American Museum of Natural History | March 29, 2017 |
| 2 <sup>nd</sup> Grade | Field Station Dinosaur             | May 17, 2016   |

8. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education ratify the following request for professional leave:

| Name          | Professional Development       | Date                | Cost     |
|---------------|--------------------------------|---------------------|----------|
| Lisette Vidal | Art Educators of NJ Conference | October 11, 2016    | \$215.00 |
| Debbie Watts  | Science Curriculum             | November 2, 2016    | FREE     |
| Mary Gould    | WIDA Conference                | October 12-16, 2016 | \$620.00 |

9. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following requests for professional leave:

| Name              | Professional Development                                 | Date              | Cost  |
|-------------------|--|-------------------|---|
| Valentine Thom    | NGSS Connections for Grades 6-8                          | January 13, 2016  | \$200.00  |
| Anne Turtoro      | NJASL Fall Conference                                    | November 18, 2016 | \$110.00  |
| Frank DiLorenzo   | PARCC Prep, grades 6-8                                   | November 16, 2016 | \$145.00<br><i>(To be paid with Title II Funds)</i> |
| Jason Chirichella | Legal Liability and Athletics, Health Issues and the Law | December 13, 2016 | \$100.00  |

10. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education ratify Mary Gould to attend the WIDA National Conference October 12-16, 2016 and to reimburse expenses as follows: \$183.00 per night for hotel, \$64.00 full day for meals, or \$48.00 half day for meals, \$0.31 per mile and \$20.00 for tolls and parking fees to be paid with Title III funds.

11. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the amended Substitute List for the school year 2016-2017. *(Attachment C)*

12. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the first reading of the Board of Education's regulations/policies as submitted and as follows *(as presented)*:

2415.30 Title I – Educational Stability for Children in Foster Care (New)

13. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education to rescind the following Board of Education policies and regulations:

P5514 Student Use of Vehicles on School Grounds

- R5514            Student Use of Vehicles on School Grounds - abolished
- P8630            Bus Driver / Bus Aide Responsibility
- R8630            Emergency School Bus Procedures

14. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the leave request for Priscilla Gonzalez, paid maternity leave December 12, 2016 to February 17, 2017. Unpaid FMLA, February 20, 2017 through March 31, 2017. *(as presented)*
15. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the request for Kelli Petit, freshman at Montclair State University, to observe at Memorial School. *(as presented)*
16. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve Phillip Cerone’s request to student teach middle school Mathematics, History, English Language Arts at Memorial School. *(as presented)*
17. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the amended hourly rate of pay for the following teacher aides:

| <b>Teacher Aide</b> | <b>Rate</b>                                | <b>New Rate – Effective 1/1/17</b>      |
|---------------------|--|---|
| Phillip Cerone      | \$20.00 per hour / without health benefits | \$19.50 per hour / with health benefits |
| Vanessa Evans       | \$20.00 per hour / without health benefits | \$19.50 per hour /with health benefits  |

18. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the Blossom Sisters Dance and Performing Arts after school program to begin on December 2, 2016. *(as presented)*
19. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the withdrawal of \$1,062.65 from the maintenance reserve account and appropriate this amount in line 11-000-261-420-B3 in the 2016-2017 budget in accordance with 6A:23A14.2(D) for Air Group Heating and Cooling. The total will be paid to Air Group Heating and Cooling for air conditioning repairs in the server room.

20. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the withdrawal of \$2,200.00 from the maintenance reserve account and appropriate this amount in line 11-000-261-420-B3 in the 2016-2017 budget in accordance with 6A:23A14.2(D) for J. Sortino LLC. The total will be paid to J. Sortino LLC for work done on the sewer basin, outside on the side of the school.
21. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education ratify the purchase of a Veteran's wreath not to exceed \$50.00.  
*(Ceremony: November 11, 2016 at 11:00 a.m. at the VFW Monument on Phillips Avenue, across the street from Town Hall)*
22. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the Business Administrator to pay November 2016 bills.
23. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following reports in accordance with NJAC 6A:23-2.11(a) and NJAC 6A:23-2.11(b). *(Attachment D)*
- Board Secretary's Report
  - Treasurer's Report
  - Monthly Fund Transfer Report
  - September 2016
24. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education pursuant to NJAC 6A:23-2.11-4 and upon consultation with district officials, certifies that to the best of its knowledge, no major account of funds have been over expended in violation of NJAC 6A:23-2.11(a) and that sufficient funds are available to meet the district's needs.
25. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the actual payroll for the month of October 2016 in the amount of \$256,631.84 that the President of the Board, the School Business Administrator and the Superintendent be, and they hereby are, authorized to sign warrants up to and including the above.

26. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the estimated payroll for the month of November 2016 in the amount of \$260,000.00 the President of the Board, the School Business Administrator and the Superintendent be, and they hereby are, authorized to sign warrants up to and including the above \$260,000.00

27. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the Bill List for October 2016.

*(Attachment E)*

|         |    |            |
|---------|----|------------|
| Fund 10 | \$ | 509,441.61 |
| Fund 20 | \$ | 21,066.08  |
| Fund 30 | \$ | 0          |
| Fund 40 | \$ | 0          |
| Fund 50 | \$ | 2,090.11   |
| Total   | \$ | 532,597.80 |

28. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the request for the South Hackensack Strikers soccer team to use the Memorial School gymnasium on Fridays from 6:00 to 9:00 p.m.

**Roll Call:**

Ayes: Mr. Aquilina, Mrs. Cagas, Ms. Encarnacion, Mrs. Lofaro, Mr. Perdomo,  
Mrs. Regan

Abstain: None

Absent: Ms. Davis

**Resolutions Approved**

OPEN PUBLIC HEARING: Mrs. Lofaro wanted to thank the police department for their presence during the election especially during the time that the school was in session.

PRIVATE SESSION:

Mrs. Regan motioned, Mrs. Cagas seconded, to Private session @7:59 p.m. – Personnel

Whereas, in accordance with provision of the New Jersey Open Public Meetings Act, the South

Hackensack Board of Education wishes to meet in Private Session for the purposes of discussing matters of confidential nature relating to Personnel.

Now, Therefore Be it Resolved, that the South Hackensack Board of Education adjourn to Private Session for the purpose of discussing such matters, and

Be It Further Resolved, that the public be informed of these matters as soon as the need to Remain confidential is no longer necessary at a future date to be determined.

Mr. Aquilina motioned, Mr. Perdomo seconded, to return to public session @8:46 p.m.

Meeting adjourned at 8:48 p.m.

Moved by Mrs. Regan, seconded by Mr. Aquilina

All in favor

Respectfully submitted,

Elizabete Schaefer  
Board Secretary